

**Executive Committee**  
**Workforce Investment Board of Will County**  
 Workforce Center of Will County  
 2400 Glenwood Avenue, Joliet, IL 60435  
**February 3, 2020**

**Minutes**

<b>Executive Committee Members</b>					
<i>Name</i>	<i>Present</i>	<i>Absent</i>	<i>Name</i>	<i>Present</i>	<i>Absent</i>
Nancy Baldwin		X	Judy Mitchell	X	
Susan Flessner	X		Pat Mudron	X	
Beth Gonzalez	X		Suzanne Sallay	X	
Rita Herrick	X		Jim Tromp	X	
Carlos Interrial		X			
<b>Others</b>					
Sue Davinger		Mary Gajcak	Caroline Portlock		

**Welcome** - Chair Sallay called the meeting to order.

**Minutes** - Minutes of the December 2, 2019 were approved on a motion by Mitchell, seconded by Flessner.

**Workforce Center**

*One Stop Operator Report - Flessner*

- On-site Job Fairs are now being held every other week, and every other one is held in the evenings. The Village of Romeoville will again host a job fair at their Recreation Center on April 2, 2020 from 4:30-6:30 pm.
- The ConstructionWorks project, designed to link job seekers with opportunities for careers in the Illinois transportation-related construction industry, has produced good outcomes. One woman recently entered apprenticeship in the automotive union, and is expected to be placed at a dealership in February.
- The Illinois Workforce Innovation Board has issued policy governing the integration of services to job seekers and businesses at centers throughout the State. Melanie Arthur will assist with the implementation of actions strategies. DCEO funds have been applied for the cover the costs.
- Success stories are a powerful tool for marketing services at the WCWC. Flessner shared success stories highlighting three customers.

*Opioid Grant Report - Flessner*

- WCWC received \$854,000 to address the Opioid crisis in Will County. Working in conjunction with Will County's Kathleen Burke, Governors State addiction-counselor trainees will receive 20 hours per week of experience in facilities across the County as well as money to advance their schooling in the area of addictions counselor. Flessner asked that programs specific to addictions counseling would be sought out and added to the IWDS State List for career scholarships.

**Committee Reports**

*Communications Committee: Mudron*

- The Committee discussed pay and benefits as related to employee attraction and retention in the County. Caroline will work with Tracy Ardis (Silver Cross Hospital HR) and SHRM to develop and execute a brief survey to collect what benefits are presently offered by employers in each of the four demand occupation sectors.
- All members of the Business Services Team presented at the Business Services webinar on December 10<sup>th</sup>. 24 businesses attended the seminar, and 20 unique businesses signed on.
- The Regional Business Team now meets regularly to share best-practices and ideas. Location of these meetings will rotate around the region.
- A quarterly Business Services e-newsletter will begin planning this Spring. It will include testimonials from businesses.

### *System and Trends Committee: Herrick*

- New Program Certification: Governors State University submitted seven new on-line programs for consideration to the State List. After careful review, the Committee recommends that the following programs go to WIB for approval:
  - Computer Numerically Controlled Machine Tool Programmer; Metal and Plastic
  - Front End Web Developer
  - Full Stack Software Developer
  - Purchasing and Supply Chain Management
  - Certified Administrative Professional/Microsoft Office Specialist 209
- The following programs were not recommended to WIB for approval:
  - Residential Electrician
    - The program appears to provide test preparation, but not enough to lead to employment as a residential electrician. If identified as 'test preparation', the program could be considered for approval in the future.
  - OMCA Content Marketing Associate
    - This program does not lead to an occupation that meets the minimum \$12.75/hour wage as required by IWDS.
- On the Job Training Program report was discussed.
- Incumbent Worker Training report was discussed. Herrick noted that Diageo's contract was cancelled on January 10<sup>th</sup>, as their legal department would not permit required social security numbers to be released to IWTS. Portlock reported that, of the \$10k contribution towards the Regional Project has been reduced to \$5,417, because only one Will County resident was enrolled in training.

### Youth Council

- Flessner shared the Connect to Your Future reports for review.

### **Workforce Board**

- Directors/Representation:
  - Michele Stipe has announced that she will be relocating, and will be moving out before the April Youth Council meeting. A new co-chair will be asked to step up.
  - Steve Randich is retiring. Portlock will interview another representative from Busey Bank to see if she can find a good fit.
  - Nancy Baldwin has recommended a replacement from Nanophase to take her place on the Board.
  - Sallay recommended that a Committee sign-up sheet be passed around at the WIB meeting in order to encourage committee involvement and participation.
- Fera Consulting will make a presentation at the next WIB meeting to report progress in Job-Seeker/Business Satisfaction project.
- LWIA 10 Local and Regional Plans - Plans must be approved and submitted to the State by March 31. The WCWC MOU is due to the state on April 15. Workforce Center partners are meeting to develop and approve the plans and MOU for submission.

Next meeting of the Executive Committee will be April 6, 2020; 7:30 am at the Workforce Center of Will County.