

**Workforce Investment Board of Will County  
December 14, 2020 Minutes**

BOARD MEMBERS								
Name	Present	Absent	Name	Present	Absent	Name	Present	Absent
Tracy Ardis		X	Rita Herrick	X		Gerardo Ruiz		X
Herb Brooks	X		Carlos Interrial	X		Suzanne Sallay		X
Jayne Cain Casimere		X	Kraig Kistingner	X		Diana Sharpe	X	
Rocky Caylor		X	Paul Lauridsen	X		Michele Smith	X	
David Conterio	X		Cornell Lurry	X		Ben Stortz	X	
Gloria Dollinger	X		Damien McDonald	X		James Tromp	X	
Susan Flessner	X		Judy Mitchell	X		Shawn Walsh	X	
Beth Gonzalez	X		Pat Mudron		X	Michele Smith	X	
Doc Gregory	X		Mike Paone	X		Ben Stortz	X	
John Greuling		X	Josh Potter	X		James Tromp	X	
Linda Guerrero		X	Andy Rico		X	Kurt Trost	X	
Maribeth Hearn		X	Jim Rink	X		Shawn Walsh	X	
STAFF								
Sue Davinger	Mary Gajcak	Caroline Portlock						
GUESTS								
Jennifer Bertino-Tarrant	Larry Fitzpatrick	Scott Kettman	Monica Lowe	Amy Murphy				
Dan Perusich (E&ES)								

\* Per the Governor's Executive Order, this meeting was held virtually using Webex platform.

**Welcome and Introductions** –Gonzalez called the meeting to order and introduced new Board members, returning Jim Rink, now of Integrus, Gerardo Ruiz, of IDHS/TANF, Diana Sharpe, of ComEd, and Kurt Trost, of Manpower. Gonzalez also congratulated and introduced County Executive Jennifer Bertino-Tarrant.

**Minutes** - Minutes of the August 10, 2020 meeting were approved on a motion by Brooks; seconded by Lauridsen. Motion carried on a unanimous roll call vote.

**Old Business**

**PY20 MOU** – Final changes to the MOU, accepted by DCEO, were approved on a motion by Mitchell; seconded by Dollinger. Motion carried on a unanimous roll call vote.

**Reports / Committee Updates**

*Workforce Center Report: One Stop Operator Report – Flessner*

- In addition to her written report, Flessner presented the “Providing Services Virtually” PowerPoint created for IWIB, an overview of successful modifications and revisions to service that have taken place at WCWC in order to continue and enhance services to Will County customers virtually/online. These modifications have allowed customer eligibility and access to assistance to remain available throughout the pandemic restrictions. Many of these services will remain in place permanently, as Eastern Will County residents have more efficient access to services online. From eligibility to drive-through job fairs, creative ideas and innovative staff have overcome barriers and enhanced services.

*Communications Committee Report - Mitchell*

- Mitchell reviewed activities of the Communications Committee, including Drive-Through Job Fairs and Customer Service Survey information, the ‘Thankful Video’ shared with Will County contacts, DCEO and the Illinois Workforce Board, Business Videos shared with National Assoc of Workforce Boards (NAWB).

### *System and Trends Committee Report – Herrick*

- New Program Certification: Herrick recommended approval for the 'Medical Assisting – COA' program submitted by Joliet Junior College. This program was approved by unanimous roll call on a motion by Brooks; seconded by McDonald. Mitchell and Smith abstained.
- Herrick recommended approval of Incumbent Worker Training (IWT) Grant allocation of \$75,000 which includes Emergency (1E) Assistance Grants. Allocation of \$75,000 to the IWT Program was approved by unanimous roll call on a motion by Mitchell; seconded by Paone.
- Herrick reviewed the On-the-Job Training Program report.

### *Youth Council - Flessner*

- Connect to Your Future Program current and year end program reports were reviewed.
- The success of customer Netanael was shared.

### **New Business**

#### *DCEO Monitoring – Portlock*

- The State monitored eleven grants including financials, case files, subcontracts and time allocations. There were no findings, and made only one minor financial recommendation. Portlock congratulated Flessner and her team for their great report.

#### *PY21 MOU*

- Meetings to develop the PY21 MOU will begin in January.

#### *PY21 RFPs*

- On-the-Job Training, Work Ready, and Youth subcontracts will go out for bid next year. RFP's will be released in January 2021. Committees will review programs in February. Members are encouraged to participate in the review process and are asked to send best available dates to Sue Davinger at [sdavinger@willcountyillinois.com](mailto:sdavinger@willcountyillinois.com) as soon as possible.

The next meeting of the Workforce Investment Board is scheduled for Monday, February 8, 2021.