

**Executive Committee
Workforce Investment Board of Will County
February 1, 2021 Minutes**

Executive Committee Members					
<i>Name</i>	<i>Present</i>	<i>Absent</i>	<i>Name</i>	<i>Present</i>	<i>Absent</i>
Susan Flessner	X		Kraig Kistingner	X	
Beth Gonzalez	X		Judy Mitchell	X	
Rita Herrick	X		Pat Mudron	X	
Carlos Interrial	X		Jim Tromp	X	
Staff/Others					
Caroline Portlock					

**Per March 16, 2020 Executive Order 20-07 (COVID-19 Executive Order No. 5; Section 6), this meeting met via 'WebEx', as in-person attendance by members of a public body are suspended.*

Welcome – Chair Gonzalez called the meeting to order.

Minutes - Minutes of the December 7, 2020 were approved by unanimous roll call on a motion by Flessner, seconded by Kistingner.

Workforce Center

One Stop Operator Report - Flessner

- Discussed operations and activities scheduled through the Center.
- Provided update on Center reopening (1/25) and Business Services Webinar.

Old Business

- PY21 MOU – partner meeting and budget draft update. All partners provided written or verbal agreement with PY21 cost shares with exception of National Able who did not attend meeting or provide any feedback. National Able also has outstanding balance for Q1 & Q2 PY20 invoices.
- RFP's – committees to review proposals have at least 3 board members. Meeting dates to review proposals will be sent out this week.
- WSD Director Search – reviewed timeline. Kraig Kistingner and Pat Mudron will serve as WIB's representation on the Search Committee along with Erin Lauterbach from HR and Mitch Schaben, County Executive's Chief of Staff. Executive Committee will meet on March 22, 2021 at 7:30 am to review/accept the Search Committee's candidate recommendation.

New Business

- Allocation Transfer Request – the committee approved for board action a transfer of allocation funds of \$500,000 from Dislocated Worker to Adult by a unanimous roll call on a motion by Kistingner, seconded by Mitchell. Motion carried.
- Training Program – the committee approved for board action two recertification applications from Governor's State University for IT Certification and HR Certification due to fee increases by unanimous roll call on a motion by Mitchell, seconded by Mudron. Motion carried.
- Executive Committee Meeting – to comply with deadline for candidate submission, the Executive Committee will meet on March 22, 2021 at 7:30 am. If RFP Review Committees have recommendations, those will be added to the agenda.

No public comment.

Meeting adjourned by unanimous roll call on a motion by Mitchell, second by Mudron.