

**Executive Committee  
Workforce Investment Board of Will County  
Joliet Junior College Renaissance Center  
214 N. Ottawa Street, Room 519, Joliet, IL 60432**

**October 5, 2015**

**Minutes**

<b>BOARD MEMBERS</b>					
Name	Present	Absent	Name	Present	Absent
Greg Dover		X	Don Moran		X
Susan Flessner	X		Pat Mudron	X	
John Greuling	X		Suzanne Sallay	X	
Rita Herrick	X		Jerry Staley		X
Cheryl McCarthy	X		Jim Tromp	X	

Others Present: Sue Davinger, Pat Fera

***Welcome and Introductions***

Jim Tromp called the meeting to order. Minutes from the July 27, 2015 meeting were approved on a motion by Susan Flessner, seconded by Cheryl McCarthy.

***One Stop Operator Report***

Susan Flessner updated the Committee on the current status of the One Stop Center. IDES has agreed to send three staff members to the One-Stop, two of which are Wagner-Peyser, which fulfills WIOA requirements, and one from the Disabled Veterans' Outreach Program. Flessner has a meeting scheduled with One-Stop Consultant, Melanie Arthur, to develop policies and procedures, coordinate details of coordination and integration of services with our four Core Partners, and set the groundwork for a Memorandum of Understanding. Meetings with JJC Adult Education and IDHS/Division of Rehabilitation have also taken place. JJC will continue to assist in staffing the Resource Room.

Remodeling of the One Stop Center is under way. Tentatively, relocation to the new OSC will be the week before or the week after Thanksgiving, depending on the delivery and build out of cubicles for the Resource Room. Flessner distributed updated layouts of the new OSC.

***WIOA Implementation***

Fera proposed that the Committee ask the Board for action to name the OSC "The Will County Workforce Center", and on staffing/system integration among Core Partners. John Greuling moved, Pat Mudron seconded and proposal carried.

Fera presented a Strategic Plan packet for the committee to review. The Board's Mission, Vision and Values Statements, Strategic Goals, and Committee Responsibilities were reviewed.

Fera presented Draft Action Plans 2016-2017 for each committee; a compilation of goals and action items that the Committees have discussed. These plans will be finalized by each committee at their November meetings, and will be presented to the Board at the December 14<sup>th</sup> meeting.

Fera presented the Connect to Your Future Outreach Program report. Presentations were made at the Will County Health Department Annual Employee Recognition Day, with attendance of over 80 employees, and Catholic Charities monthly staff meeting. Announcement of services and eligibility changes were made at the AOK (All Our Kids Early Childhood Network) July meeting. In July, there were 46 new youth contacts, and twenty two signed up to take the TABE test.

Fera announced that the 10<sup>th</sup> Workforce Youth Provider Summit will be held in Spring of 2016.

Fera distributed announcements for the upcoming Exploring Careers in Energy event on October 13<sup>th</sup> from 5:30-7:30 pm. This is an introduction to various career paths and the education/training to achieve careers in the energy industry.

### **Director's Report**

Fera presented information about the NAWB forum which will take place March 12-15, 2016 in Washington D.C. Any board member that would like to attend on behalf of WIB should let Fera know. Federal visits will be set up. Susan Flessner and Pat Fera are planning to attend.

On the Job Training Report: The OJT contractor working with WIB is doing very well. They have acquired 7 contracts already, and they have 37 jobs they are recruiting for. The OJT staff works well with the WSD staff. OJT policy allows employers to be reimbursed up to 75%, depending on the size of the employer. Final legislation governing this has not yet been released by the State. Fera handed out WIOA Section 134(c)(3)(H) which states WIOA guidelines. State regulations are pending. Fera will make calls to determine whether WIB can move forward with implementation of the OJT reimbursement change.

Guidelines for the Incumbent Worker Training Programs are less clear. Fera distributed WIOA-Section 134(d)(4) which gives WIOA guidelines. WIOA guidelines allow the local board to reserve and use up to 20% of the funds allocated to the local area involved under section 133(b) to pay for the Federal share of the cost of providing an incumbent workers training program. Fera will call the State for more information. Fera proposed that WIB ask the Will County Board to approve contracts up to the \$700,000 allocated to this program.

Next meeting: December 7, 2015 at 7:30 a.m.