

**Executive Committee
Workforce Investment Board of Will County
Joliet Junior College Renaissance Center
214 N. Ottawa Street, Room 424, Joliet, IL 60432**

**October 7, 2013
Minutes**

BOARD MEMBERS					
Name	Present	Absent	Name	Present	Absent
Greg Dover	X		Cheryl McCarthy	X	
Susan Flessner	X		Pat Mudron	X	
John Greuling		X	Jim Tromp	X	
Mark Jepson	X				

Others Present: Pat Fera, Gina Tuminello

Welcome and Introductions

Greg Dover called the meeting to order. The minutes from the July 29, 2013 meeting were approved on a motion by Jim Tromp, seconded by Cheryl McCarthy.

New Business

Pat Fera informed the Committee of the Priority of Services policy. This policy is a current policy in place that expands the availability of intensive and training services to Will County residents who may be employed but not earning wages adequate to ensure self-sufficiency. Their wages are higher than the LLSIL but lower than the self-sufficiency rates.

System and Trends Committee

Pat Fera presented the System and Trends Committee recommendation for one new program to be added to the Illinois Provider Certification list: Governors State University – Restorative Justice Certificate. This program met the minimum requirements and was approved on a motion by Pat Mudron, seconded by Mark Jepson.

The Committee reviewed the final Service Analysis Report, an end of year report that gives a snapshot of services offered and customers served in the fiscal year. The report will be distributed at the October Board meeting, posted on our website, and mailed out to elected officials.

The Committee also reviewed the Career Scholarship Report. This report breaks down career scholarships by provider, industry sector, and program. The final pages of the report give outcomes of customers that have exited our program, whether they completed program and exited with a job.

The Committee reviewed the Dashboard Overview Report. The report gives a snapshot of customers served, dollars spent on training by industry sector, job growth and unemployment rates.

The Committee also reviewed “*Where are the Jobs?*” This report is an indicator of jobs available and is created from an online program that uses web spider crawler technology to

scour online job boards. The report includes top 20 occupations most in demand and top 25 employers posting open positions with live links to their "Careers" page.

Susan Flessner mentioned that in August the Mobile Workforce Center started making weekly stops to the Mokena Public Library instead of Frankfort Township Center. Traffic numbers already have increased significantly since the change.

Manager's Report

Pat Fera gave an update on the Accelerated Training for Illinois Manufacturing (ATIM). Orientations for the program are being conducted twice a week.. Forty four (44) people have attended orientations so far and one person has been enrolled in the program.

Fera gave an update on the Healthcare Professions Opportunity Grant (HPOG). The fourth year of the five year grant is underway. All six contractors have received money for their fourth year. There are 758 participants enrolled in the program. 328 participants completed occupational training and 118 of them are employed in healthcare occupations. Since many participants are in multi-year training programs, it is expected that a large number will complete training and become employed in years 4 and 5 of the grant.

Pat distributed an overview of regional initiatives and Will County's contribution to the projects. The regional partnership is a makeup of six workforce boards in the Chicago Metropolitan area.

The Committee reviewed the current Strategic Plan. Fera walked the committee through the committee Action Plan, made recommendations and will bring the final Strategic Plan to the Board in December 2013 after each committee action plan is updated.

Pat Fera proposed a new Cell Phone Reimbursement policy. The intent of the policy is to reduce overall cellphone/mobile device charges and to eliminate having employees carry multiple cellphones/mobile devices. The monthly cell phone allowance is \$35. Greg Dover recommended adding additional language to the policy based on what he recommends to his clients. He will provide Fera with the wording . The policy was approved on a motion by Mark Jepson, seconded by Cheryl McCarthy.

Fera announced that the Workforce Investment Board's website has a new look. She encouraged the committee to review the new website at www.willcountyworkforceboard.com. The Workforce Investment Board logo will be updated as well in the next few months.

The committee reviewed the current Fiscal Report which shows expenses from July 1, 2013 through August 31, 2013 and the latest Layoff Report.

Pat mentioned she attended a summit on Regional Competitiveness at the Federal Reserve Bank of Chicago. She distributed out the link to their website to view the presentations.

Next Meeting

The next meeting of the Executive Committee will be held on Monday, December 2, 2013 at 7:30 am at the JJC Renaissance Center, 214 N. Ottawa Street, Room 424, Joliet, IL