

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

December 7, 2015

Minutes

BOARD MEMBERS					
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 October 5, 2015 meeting were approved on a motion by Susan Flessner, seconded by Pat Mudron.

New Business

Pat Fera presented the Industry Sector Project, designed to develop informational materials for both One-Stop Center staff and job seeking customers in order to give them understanding of how to navigate through opportunities for critical industries in Will County. EDSI bid \$132,800 to launch the project. Fera proposed moving forward with the project. John Greuling made a motion to move forward with the Project, Cheryl McCarthy seconded. Motion carried.

Fera delivered the 2016-2017 Strategic Plan by Committee for approval. This plan includes expanded Industry Sector Strategies for a targeted approach to program development and connection to economic activities in Will County. McCarthy moved to approve the Strategic Plan as presented. Suzanne Sallay seconded. Motion carried.

One Stop Operator Report

Susan Flessner updated the Committee on the current status of the One Stop Center. The new Workforce Services of Will County offices are now open for business. The move took place the week before Thanksgiving. Staff and customers are enjoying the new space. The four Core Partners have met twice, with continuing conversation about integration of services. Draft guidelines for the daily operation of the WSD have been developed and are under review by Core Partner management. Flessner met with IDES Regional Manager, Maria DiMuzio, to discuss logistics for two Wagner-Peyser staff and one Disabled Veterans Outreach Program staff to move into the WSD, and with Emilie McCallister about sending a Joliet Junior College Adult Education staff member every day. The Clothes 4 Work closet has been relocated to the Will County Center for Community Concerns, across the street from the WSD offices.

Fera handed out the WIOA Joint Training Webinar agenda. This webinar is regarding the Governor's guidelines for negotiating costs and services under WIOA. Discussion ensued. Pat

asked for volunteers to assist with the MOU negotiations. Don Moran indicated he would participate. Members also suggested check with Greg Dover about assisting as well.

Pat Mudron gave an update on the activities of the Communications Committee. The Committee has developed a directory of federal and state elected officials and has identified specific audiences and subgroups with corresponding services and activities to reach them.

Rita Herrick and Suzanne Sallay presented the System and Trends Committee Report.

- Don Moran moved to approve the Service Analysis Report, which summarizes the programs and services provided by WSD. McCarthy seconded. Motion carried.
- John Greuling moved to approve the Career Scholarship Report, an overview of the Career Scholarships that were awarded in the last program year (July 1, 2014 – June 30, 2015). These scholarships allow customers to obtain training in demand occupations. Moran seconded. Motion carried.
- Moran moved to approve the Key Driver Industry selections, determined by a review of the historical and projected employment trends, including wages and educational requirements, as proposed by Fera. Industries determined to be Key Workforce Drivers in Will County are Finance/Insurance, Healthcare, Manufacturing, Professional/Scientific/Technical/Information Services, and Transportation/Distribution/Logistics. Mudron seconded. Motion carried.

Cheryl McCarthy presented the Youth Council Report. Two 'Connect to Your Future' program reports, the GED report and the Occupational Training report, were reviewed. Fera referred to the Connect to Your Future event, 'Exploring Careers in Energy', where the entire range of occupation types encompassed by the Energy Industry were discussed in a comprehensive way. The Youth Council sees this as a model for future outreach events in other industry sectors.

Fera distributed the Fiscal Report for July 1, 2015 – October 31, 2015 and the Will County Business Closings/Layoffs report for July 1, 2015 – June 30, 2016.

Next meeting of the Executive Committee will be January 25, 2016, 7:30 am at the new Workforce Center of Will County, 2400 Glenwood Avenue, Joliet, IL.