

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

**January 28, 2013  
Minutes**

<b>BOARD MEMBERS</b>					
Name	Present	Absent	Name	Present	Absent
Greg Dover	X		Mark Jepson		X
Susan Flessner	X		Pat Mudron	X	
John Greuling		X	Jim Tromp	X	

Others Present: Pat Fera, Gina Tuminello

***Welcome and Introductions***

Greg Dover called the meeting to order. The minutes from the December 2012 meeting were approved on a motion by Pat Mudron, seconded by Jim Tromp.

***Old Business***

The Committee reviewed the updated Memorandum of Understanding that will be submitted to the State. The MOU includes initial designation of the Bolingbrook IDES office at 321 Quadrangle Drive in Bolingbrook as a comprehensive One-Stop Center pending final approval by the Workforce Investment Board of Will County of all resource room services, training of resource room staff, agreement of data collection methods, and verification of equipment and technology availability.

***New Business***

Fera presented the final WIA performance measures for our area. She noted that every three years, the US Department of Labor and the Illinois Department of Commerce and Economic Opportunity negotiate nine performance measures for Workforce Investment Act programs. There are three measures for each category, Adult, Dislocated Workers, and youth. For PY13 (July 1, 2012 through June 30, 2013), the new performance measures are slightly higher in Adult and Dislocated Worker and much higher for the three youth measures. Will County has continuously met and exceeded the previous measures.

***System and Trends Committee***

***Program Certification***

The System and Trends Committee recommended six new programs be added to the Illinois Provider Certification list: University of St. Francis – Project Management Professional; Governors State University – Certificate in Health Care Informatics and Master of Health Administration (MHA); Healthcare Training Institute – Basic Certified

Nursing Assistant Training Program, Electrocardiograph Technician Program, and Patient Care Technician Program. All six programs met the minimum requirements and were approved on a motion by Jim Tromp, seconded by Pat Mudron.

### ***Career Scholarship Policy***

New language was added to the Career Scholarship policy stating that Career Scholarships will not be awarded for programs that are provided exclusively in an “on-line” method. If an on-line class is part of a multi-course program, exceptions to this policy can be made by the Administrative Manager of the Workforce Services Division of Will County. This revision was approved on a motion by Jim Tromp, seconded by Pat Mudron.

### ***Workforce Analysis***

A survey of Manufacturing and Logistics companies was distributed in December. There were 33 manufacturing companies and 28 TWL companies responding. The Committee reviewed the raw data and the final report will be reviewed once received. Ten companies agreed to meet to give more input on hiring/skills needed in these industries.

### ***Dashboard Reports***

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.

### ***Youth Council***

The agenda for the 2013 Youth Provider Networking Summit was reviewed. The Summit will be held on Friday, April 12, 2013. This will be the second summit that is sponsored by Workforce Investment Board and MAPP (Mobilizing for Action through Planning & Partnerships) member agencies. Wayne Messmer will be the motivational speaker.

The Committee reviewed the December Connect 2 Employment (C2E) report. There are 118 participants in the program. WSD will be doing outreach to recruit more participants in the program.

### ***Manager’s Report***

Fera distributed the new Fiscal Report and asked members for feedback. This report will be distributed bi-monthly. The latest Layoff Report was also distributed.

Susan Flessner distributed the Subcontractor Monitoring Report covering the period of July 1, 2012 through November 30, 2012. There were no findings for this period.

The State received \$11 million for an Illinois Pathways Initiative Grant focusing on manufacturing training and credentials. The five workforce areas in the Chicago Metro Region are partnering with seven community colleges, local economic development organizations, and manufacturing employers to apply for this grant. This grant will be used to develop, evaluate and implement regional manufacturing partnerships that coordinate economic development, workforce, and education resources to meet the immediate needs of employers and job seekers in the manufacturing sectors.

***Next Meeting***

The next meeting of the Executive Committee will be held on Monday, March 25, 2013 at 7:30am at the JJC Renaissance Center, 214 N. Ottawa Street, Room 424, Joliet, IL.