

**System and Trends Committee  
Workforce Investment Board of Will County  
March 14, 2012  
Location: Via Conference Call**

**Minutes**

<b>System and Trends Committee-Participated in Call</b>					
Name	Present	Absent	Name	Present	Absent
Jayme Cain Casimere		X	Don Moran	X	
Susan Flessner	X		Pat Mudron		X
John Greuling		X	Jim Rink		X
Cornell Graves		X	Suzanne Sallay	X	
Rita Herrick	X		Cecy Sauzamede		X
Lou Dawn Howard		X	Gayle Stricklin		X
Mark Jepson	X		Jim Tromp	X	
Dan Kreidler		X	Paige Vanderhyden	X	
Emilie McCallister	X		Betty Yott		X
Pete McLenighan	X				

Others Present: Pat Fera, Mary Gajcak, Gina Tuminello

***Welcome and Approval of Minutes***

Pat Fera called the meeting to order. The minutes of the January 11, 2012 meeting were approved on a motion by Susan Flessner, seconded by Don Moran.

***Program Certification***

Six new programs were submitted for consideration to be added to the Illinois Provider Certification list: Governors State University-Mathematics (BA), Mathematics with Teacher Education Concentration (BA), Math Education Certificate; Joliet Junior College-Fire Science Technology (AAS), Automotive Body Repair (AAS); Wilco Area Career Center-Certified Nursing Assistant. All six programs meet the minimum requirements and were approved on a motion by Don Moran, seconded by Susan Flessner. Paige Vanderhyden and Emily McCallister abstained.

***Program Recertification***

Every year all approved programs need to be reviewed for annual recertification. Fera reviewed all approved programs and provided a management letter recommending 152 programs that met policy criteria and appear on the DCEO Demand Occupation List for Northeast Economic Development Region. Eight programs are not being recommended for recertification. All recommendations were approved on a motion by Don Moran, seconded by Mark Jepson. Rita Herrick, Paige Vanderhyden, and Emily McCallister abstained.

***Workforce Analysis***

Pat Fera updated the committee on the Workforce Analysis project. She presented to Three Rivers Manufacturing Association to get feedback from the employer on what they are looking to hire, ect. Fera wants to pull the task force back together to re-think the process of getting information from the employers in Will County. Some suggestions include using a survey tool. Fera also asked committee to look over the employer list of manufacturing companies and provide feedback if there are any corrections/mistakes in the lists. Fera will email out the finalized list and put up the logistics reports on line next.

***Other Information***

Fera informed the committee of the two RFP's that went out last week: Youth GED Attainment and Academic Skills Improvement, and Work Readiness Training and Certification. Proposals are due on March 28<sup>th</sup>. Fera will be asking for volunteers to review proposals.

***Next Meeting***

The next Committee meeting is scheduled for Wednesday, May 9, 2012 at 7:30am at Joliet Junior College Renaissance Center, 214 N. Ottawa Street, Room 519, Joliet.