

**System and Trends Committee
Workforce Investment Board of Will County
Location: Workforce Center of Will County
2400 Glenwood Avenue, Joliet
May 18, 2016**

Minutes

System and Trends Committee					
Name	Present	Absent	Name	Present	Absent
Jayne Cain Casimere	X		Pete McLenighan		X
Susan Flessner	X		Don Moran	X	
Rita Herrick*	X		Caroline Portlock	X	
Carlos Interrial	X		Jim Rink		X
Matthew Janiak		X	Suzanne Sallay*	X	
Emilie McCallister	X		Jim Tromp	X	

Others Present: Sue Davinger, Pat Fera

Welcome and Approval of Minutes

Suzanne Sallay called the meeting to order. Minutes of the January 20, 2016 meeting were approved on a motion by Susan Flessner, seconded by Caroline Portlock.

Industry Sector Project

Pat Fera reviewed the work done in PY15 by EDSI to create marketing materials for each industry sector. Fera recommended contract renewal with EDSI for one year. Under PY16 Contract, EDSI will create industry sector specific videos for youth, and develop an incumbent worker program strategy for each of the four sectors. Local employers as well as youth will be sought out for the video shots. Jim Tromp moved approve contract with EDSI for the amount of \$139, 920. Don Moran seconded. Motion carried.

Dashboard Reports

Fera asked for suggestions and ideas for the revision of Dashboard Reports. The On-the-Job Training and Incumbent Worker program numbers will be added to future reports. Reporting will reflect customers served by industry sector. Discussion ensued.

Core Partner Reporting

Fera reported that new WIOA legislation makes the Workforce Investment Board responsible for performance measures of each core partner. She submitted a draft format of quarterly and annual Workforce System Core Partner Reporting Forms. Mary Gajcak will meet with each of the core partners to gather statistics and performance measures that they each currently provide, and to gain a deeper understanding of what services are provided by each partner. Fera asked the committee to make recommendations for the gathering and reporting of these measures to be finalized at the July meeting.

PY16 Contract Renewal

Fera interpreted the performance of the Work Readiness – Career Certified Program and On-the-Job Training Program. Both programs met and exceeded requirements under PY15

Contracts. Moran moved to renew both contracts for PY16. Tromp seconded. Portlock abstained. Motion carried.

Next Meeting

The next Committee meeting is scheduled for Wednesday, July 20, 2016 at 7:30am at the Workforce Center of Will County offices, 2400 Glenwood Avenue, Joliet.