

**System and Trends Committee
Workforce Investment Board of Will County
Location: Workforce Center of Will County
2400 Glenwood Avenue, Joliet
September 21, 2016**

Minutes

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

Others Present: Sue Davinger, Pat Fera, Mary Gajcak, Jamie Trybom

Welcome and Approval of Minutes

Rita Herrick called the meeting to order. Minutes of the May 18, 2016 meeting were approved on a motion by Jim Tromp, seconded by Carlos Interrial.

Service Analysis Report

Pat Fera presented the PY2015 Service Analysis Report for review. This report reflects the activities of the Workforce Center for the period from July 1 2015 through June 30, 2016. Tables 11 and 12 will change next year due to the changes in the WIOA one-stop center procedures. Vocational Rehabilitation will be added to the report next year when they begin to offer services at the Workforce Center. John Greuling will add a letter to the report that will highlight and explain the changes in services that have taken place. Herrick asked for a motion to approve the draft of the Service Analysis and send it to the Board with modifications. Emilie McCallister moved, Pete McLenighan seconded. Motion carried.

Career Scholarship Report

Fera presented the PY15 Career Scholarship Report. Next year, only the four demand occupation categories will be reported. Tromp moved to approve the report. Interrial seconded. Motion carried.

Core Partner Reporting

Fera distributed a final draft of a Core Partner Quarterly Reporting Form. All partners will be required to begin reporting in January 2017.

Incumbent Worker Program

Fera gave a project overview and update for the Incumbent Worker Program. Joan Wisniewski has submitted a bid to contract with her to do the outreach and assist employers with this program. Mary Gajcak will perform individual project evaluation and reporting for the program.

On-the-Job Training Program

Fera presented the On-the-Job Training (OJT) Contractor report. Eight companies currently have agreements in place. In PY15, Employment and Employer Services outperformed their contract requirements.

New Program Certification

Fera recommended the Joliet Junior College 'Diagnostic Medical Sonography' training program for approval. This program has received the necessary accreditation for acceptance. McLenighan moved; Tromp seconded. Motion carried.

Next Meeting

The next meeting of the Committee will be Wednesday, November 16, 2016, 7:30 am at the Workforce Center of Will County, 2400 Glenwood Avenue, Joliet.