

**Workforce Investment Board of Will County**  
**Location: Prairie Bluff Golf Course**  
**19433 Renwick Road, Lockport**  
**December 14, 2015 Minutes**

<b>BOARD MEMBERS</b>					
<u><b>Name</b></u>	<u><b>Present</b></u>	<u><b>Absent</b></u>	<u><b>Name</b></u>	<u><b>Present</b></u>	<u><b>Absent</b></u>
Nancy Baldwin	X		Emilie McCallister	X	
Herb Brooks	X		Cheryl McCarthy		X
Jayne Cain Casimere	X		Peter McLenighan	X	
Bonnie Covelli		X	Don Moran	X	
Debra Daniels	X		Jim Moustis		X
Maria Dimuzio		X	Pat Mudron	X	
Gregory Dover	X		Kelly Norris		X
Susan Flessner	X		Peggy O'Leary	X	
Beth Gonzalez		X	Jim Rink		X
John Greuling	X		Steve Rockwell	X	
Pam Heavens		X	Suzanne Sallay		X
Rita Herrick	X		Jerry Staley	X	
Carlos Interrial		X	Joe Strong		X
Matthew Janiak		X	Anika Todd	X	
Mark Jepson	X		James Tromp	X	
Allison Lizzadro		X	Betty Yott		X
Colleen Mathy		X			

Others Present: Sue Davinger, Pat Fera, Dan Fitzpatrick, Larry Fitzpatrick, Mary Gajcak, Mike Kelly, Karin Knutson, Nick Palmer, Caroline Portlock, and Larry Walsh.

***Welcome and Introductions***

Jim Tromp called the meeting to order, and asked that all in attendance introduce themselves.

***Election of Officers***

Jim Tromp asked for nominations for Officers to the Workforce Investment Board. Pat Mudron nominated John Greuling for the position of Chairman of the Workforce Investment Board and Nancy Baldwin for the position of Vice Chairman. Herb Brooks seconded the nomination. Tromp asked if there were any other nominations from the floor. Hearing none, he called for a vote. The nominations were approved unanimously.

Pat Fera presented exiting Chairman Jim Tromp, with a plaque in recognition of a wonderful job done as Chairman of the Board during years 2014 and 2015.

***Minutes***

Minutes of the October 19, 2015 meeting were approved on a motion from Brooks; seconded by Mudron. Motion carried

### ***New Business***

Fera presented the board with contract to fund EDSI for an Industry Sector Project, designed to develop informational materials for One-Stop Center staff and job seeking customers in order to give them an understanding of how to navigate through opportunities for critical industries in Will County. EDSI bid \$132,800 to develop targeted materials launch the project. Karin Knutson introduced EDSI to the board and answered questions. EDSI is located in nine states, with an office in Chicago. Don Moran moved to approve the contract that begins in 2016; Baldwin seconded. Motion carried

Fera presented the 2016-2017 Strategic Plan for approval. The Plan was approved on a motion from Greg Dover, seconded by Moran.

### ***One Stop Operator Report***

Susan Flessner delivered the Workforce Services development update. Everyone was invited to tour the new Mobile Workforce Center (MWC) van that was on site. The MWC travels to communities throughout Will County assisting job seeking residents with computer access, resume assistance, a job board, and staff assistance. The new Workforce Services Division (WSD) offices are now open and operating. Flessner reviewed WIOA's requirements for Core Partner co-location. Core Partners are WSD, IDES Wagner Peyser, Joliet Junior College (JJC) Adult Education, and IDHS Division of Rehabilitation Services. Representatives from three of the four Core Partners, Flessner of WSD, Emilie McCallister of JJC Adult Education, and Anika Todd of IDHS Vocational Rehabilitation gave an overview of their organizations and WIOA services to familiarize the board with their organizations.

### ***Communications Committee***

Mudron referred to the Communications Committee Report. The Committee has developed a directory of federal and state elected officials, and has identified specific audiences and subgroups, each with corresponding services and activities needed to effectively target them with information.

### ***System and Trends Committee***

Rita Herrick presented the PY14 Service Analysis. She pointed out that the Executive Summary is a testimony to the success of the staff as well as the board. Moran moved to approve the Service Analysis. Dover seconded. Motion carried.

Herrick presented the PY14 Career Scholarship Report, providing an overview of the Career Scholarships awarded through WIA July 1 2014-June 30, 2015. \$1,790,741 was spent on 437 Will County residents for training in demand occupations. Moran moved for approval, seconded by Brooks. Motion carried.

Herrick proposed approval of the Key Driver Industry Identification, in which the following industries were determined to be the key workforce drivers in Will County:  
Finance/Insurance, Healthcare, Manufacturing, Professional/Scientific/Technical/Information

Services, and Transportation/Warehousing/Wholesale Trade. Pete McLennighan moved for approval, seconded by Dover. Motion carried.

***Youth Council***

Jerry Staley reviewed Connect to Your Future program reports; GED services and Occupational Training, the two programs providing services to youth. Planning for the Youth Provider Summit has begun. The Summit will be September 30, 2016 at Silver Cross Hospital. The Youth Council is exploring the idea of delivering a career awareness project, which would allow youth and adults to receive information about careers in demand occupations in Will County. More information will be forthcoming.

Fera referred to the Fiscal Report for July 1, 2015 – October 31, 2015, and the Will County Business Closings/Layoffs projections for July 1, 2015-June 30, 2016.

The next meeting of Workforce Investment Board will be February 8, 2016 at 7:30 a.m. at the new Workforce Center of Will County, 2400 Glenwood Avenue, Joliet, IL