

System and Trends Committee
Workforce Investment Board of Will County
 Location: Workforce Center of Will County
 2400 Glenwood Avenue, Joliet
September 20, 2017
Minutes

Committee Members:					
Name	Present	Absent	Name	Present	Absent
Jayne Cain Casimere		X	Kraig Kistingner	X	
Bonnie Covelli	X		Emilie McCallister		X
Susan Flessner		X	Don Moran	X	
Beth Gonzalez	X		Amy Murphy		X
Rita Herrick	X		Suzanne Sallay	X	
Carlos Interrial	X		Jim Tromp	X	
Kathryn Kaniewski		X			
Others present:					
Sue Davinger	Mary Gajcak	Caroline Portlock			

Welcome and Approval of Minutes

Rita Herrick called the meeting to order. Minutes of the July 19, 2017 meeting were approved on a motion by Kraig Kistingner, seconded by Carlos Interrial. All aspects of service utilization are consistent and growing in several areas.

Workforce Center

Caroline Portlock reviewed the year-to-date Service Utilization Report. This report reflects one full year of services at the new One-Stop Center location. Over 4,000 services were utilized; nearly 3,300 customer visits were made; 1,670 unique customers accessed services.

Portlock presented a draft of the PY16 Service Analysis Report. The focus of the cover is now Workforce Services, presented by the Workforce Investment Board. The new report includes partner agency services provided under WIOA and also not delivered under WIOA. The Report now includes the Incumbent Worker Training Grants program.

Portlock asked for recommendations from the Committee to be emailed to her by noon on September 22nd.

Business Services

Mary Gajcak gave an overview of the Training Grants Program. Boncura Health Solutions was recently added. \$57,640 has been obligated to date; \$294,343 remains to be funded. The total spent in PY17 was \$87,056.

The Committee discussed the creation of a WIB subcommittee to review applications for Incumbent Worker Training dollars and to develop criteria for eligibility and the selection of recipients of grants in the future.

Portlock announced that an RFP for a Professional Services Consultant has been released, with an application deadline of September 22nd. A review committee will meet at the WIB office on September 29th to assess applications received.

Portlock delivered the August 2017 On-the-Job Training Report. Internal staffing issues with contractor E&ES are being worked through and the program is moving forward. Portlock is looking for dramatic improvements in services before the next contract period.

Strategic Plan

The 2016-2017 Actions Plan was reviewed by the Committee. Portlock asked for input from the Committee for the 2017-2018 Plan before the next meeting.

AdComm has begun to develop its plan for marketing business services.

The Youth Council will host an event on September 28th at the Workforce Center on the topic of Human Trafficking. Registration for the event is closed, as the maximum occupation limit has been met. The presentation will be video-taped, and will be released on the new YouTube channel.

Next Meeting

The next meeting of the Committee will be Wednesday, November 15, 2017, 7:30 am at the Workforce Center of Will County, 2400 Glenwood Avenue, Joliet.