

Executive Committee
Workforce Investment Board of Will County
 Workforce Center of Will County
 2400 Glenwood Avenue, Joliet, IL 60435
February 4, 2019

Minutes

Executive Committee Members					
<i>Name</i>	<i>Present</i>	<i>Absent</i>	<i>Name</i>	<i>Present</i>	<i>Absent</i>
Nancy Baldwin	X		Don Moran		X
Susan Flessner		X	Pat Mudron	X	
John Greuling	X		Suzanne Sallay		X
Rita Herrick		X	Michele Stipe		X
Cheryl McCarthy	X		Jim Tromp	X	
Judy Mitchell	X				
Others					
Sue Davinger		Mary Gajcak	Caroline Portlock		Monica Lowe

Welcome

Baldwin called the meeting to order.

Minutes

It was noted that Judy Mitchell was present at the December meeting and should have been listed. The amended minutes of the December 3, 2018 were approved on a motion by Mitchell, seconded by Mudron.

Workforce Center

One-Stop Operator Report - Lowe

Monica presented the report noting the various live-streaming workshops and staff training events recently offered. In addition, she reported that the first evening job fair is scheduled for February 20th (4-6 pm) and the first quarterly off-site job fair will take place on March 6, 2019 in Romeoville.

Service Utilization Report- Portlock

The Utilization Report was reviewed, noting that even with a reduction in the unemployment rates, total services, total customer visits and unique visitors remains relatively flat compared to the previous year. Capturing information off-site job fairs attendance as well as the number of views during live-streaming workshops will be added to the report in the near future.

PY19 MOU – Baldwin / Portlock

It was reported that the Budget MOU negotiations have begun, and are moving along well, and a budget draft has been sent to the partners for review. Our next meeting is Tuesday, February 26. The completion deadline for the MOU is April 15.

Committee Reports

Communications Committee: Mitchell / Mudron

- The Business Services Team, led by Scott Kettman, has been assembled. Fera Consulting helped to develop the business services plan, is assisting in its launch.
- The G*Stars Program will be used to track Business Services Team activities, facilitate cohesion, and perform reporting. All team members will have access to the Program.
- An Employers' Workshop will take place on March 19th, and will be live-streamed.
- Josh Potter, from the Village of Romeoville, has joined the Communications Committee.

System and Trends Committee: Portlock

- *On-the-Job Training:* The current report was reviewed noting that 4 new participants enrolled in January, bringing the year to date number to 22 in the OJT program. Portlock noted that E&ES has expanded their recruitment in other industry sectors and has connected 23 job-seekers with employers through direct placement.
- *Incumbent Worker Training:* The report shows that \$65k has been obligated, and \$185k remains in the fund balance for PY18. In order to better serve companies changes have been made to the process – specifically having staff complete the state forms/reporting instead of the company. Also, where needed, companies are able to apply for more than the current \$19,500 cap. As a side note, the Regional group is working to create a new regional policy and application form. This will bring consistency and commonality among Local Workforce Areas in the Region, especially those with locations in multiple counties.

Youth Council: McCarthy

- The Council focused on outreach and discussed how to best reach the older youth customers. They also discussed Internships and working with

Director's Report

- *WIB Offices:* WIB staff offices are moving in March, and after review of options it was determined that staff will continue to sublease from the Will County CED. While the monthly rent is slightly higher, the increase is somewhat offset by free, on-site parking. The lease is currently before the Will County States Attorney for review, and will be presented to the Will County Board for approval at their February meeting. The move will be performed by Bay's Properties, and many of the furnishings for the new space have been donated by Caterpillar. The new address will be 203 N. Ottawa Street in Joliet. The sublease was reviewed and Mitchell moved to approve the sublease as presented, Tromp seconded. Greuling abstained. Motion carried.
- *Conflict of Interest:* It was noted in our recent DCEO monitoring that the WIB needs a Conflict of Interest form – much like the online questionnaire each member completes for the County, this form outlines the process to disclose/identify a conflict of interest for any board member. The policy will be collected from each board member each year.
- *Will / Cook TDL Partnership:* Due to the hazardous weather, the January 29th meeting for the region's TDL industry leadership was postponed. A new date will be announced soon.
- *Regional Grants:* a summary for each grant awarded to the Workforce Partners of Metro Chicago and TEC Services was presented-
 - *Talent Pipeline Grant* \$750k was received from the DCEO to be used between December 1, 2018 and December 31, 2019 to target the TDL industry sector. The main goal is to improve regional efforts to meet the needs of employers, develop a regional business services team, streamline Incumbent Worker Program policies and administer a regional Incumbent Worker Training Program.
 - *Apprenticeship Navigator Grant* DCEO has awarded \$400k to be used between January 1, 2019 and June 30, 2020 to target the Healthcare, Manufacturing, TDS and IT (as it relates to the three sectors named). The goal is to hire two regional apprenticeship navigators to expand business knowledge and utilization of apprenticeship programs in the Chicago Metro Region.

- *Board Rep Changes:* The following changes have taken place –
 - Representing IDHS-DRS, Damien McDonald will serve on the WIB board, replacing Katheryn Kaniewski.
 - Augie Fuentes has moved regions – his replacement has not yet been named.
 - Steve Rockwell from the Village of Romeoville retired. The Board needs another member to represent economic development. Kevin Daly, Economic Development Director for the Village of Monee, will attend the next WIB meeting as a guest to determine his interest in joining.

Reports/Articles

- The following were included:
 - Regional Unemployment Report for December 2018
 - IDES Unemployment Chart by County for December 2018
 - HN article about Schneider Logistics/Walmart facility in Elwood

Next meeting of the Executive Committee will be April 1, 2019; 7:30 am at the Workforce Center of Will County.