

Executive Committee
Workforce Investment Board of Will County
 Workforce Center of Will County
 2400 Glenwood Avenue, Joliet, IL 60435
June 3, 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		Judy Mitchell		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	
Others					
Sue Davinger		Mary Gajcak	Caroline Portlock		

Welcome

Chair Baldwin called the meeting to order.

Minutes

Minutes of the April 1, 2019 were approved on a motion by Flessner, seconded by Greuling.

New Business

WIOA PY19 Allocations - Portlock

Portlock reported that WIOA Funding Allocations for PY 19 were distributed as follows:

Adult	PY19: \$1,612,931	PY18: \$1,634,538	(-\$21,607)
Dislocated Worker	PY19: \$2,785,187	PY18: \$2,298,959	(+\$486,228)
Youth	PY19: \$1,671,110	PY18: \$1,688,706	(-\$17,596)
Total	PY 19:6,069,228	PY18: \$5,622,203	(\$447,025)

Portlock made the recommendation to move \$250,000 from Dislocated Worker to the Adult budget.

Motion made by Greuling, seconded by McCarthy, was approved.

WIOA Title I Incentive Bonus Award for PY17 Performance

Portlock announced the receipt of \$35,293 Bonus Award earned through the performance of Workforce Services in PY17. These funds will be added to Administration Budget.

Herrick moved to accept the funds; Tromp seconded. Motion carried.

PY19 Contract Renewals

Portlock presented the following Sub-contracts to the Committee:

One-Stop Operator (no significant changes to contract)

On-the-Job Training Contract (slight decrease in funding; lowered required placements to 40)

Work Ready (allocations decreased from \$457k to \$320K. Required classes reduced from 44 (weekly) to 24 (every two weeks))

Youth Provider (allocations decreased from \$1.6 million to \$1.3 million; new client requirements reduced accordingly)

Greuling motioned to recommend the renewal of sub-contracts to WIB for approval. Stipe seconded. Motion carried.

One-Stop Center

Portlock reviewed new State requirements regarding qualifications for certification of Workforce Center, including integration of services. The State must receive a copy of June 12, 2017 Board Minutes that show the Board's vote of approval to certify the Workforce Center of Will County as required.

Motion to approve submission of said minutes to the State was made by Herrick; seconded by McCarthy. Motion carried.

Self-Assessment – OSO Certification

Portlock reported that Flessner and her team are required to perform a Workforce Center self-assessment, to be facilitated by Herrick. This assessment will focus on integration of services throughout the Workforce Services System. Deadline for submission to the State is September 30th.

Upcoming Planning Activities

Portlock reviewed the upcoming planning activities and their deadlines for the remainder of the year.

Workforce Center

Service Utilization Report

Portlock gave the April Workforce Service Utilization Report, noting that May numbers will be available for the Workforce Board meeting. Noting that the unemployment rate in Will County remains low, more underemployed customers are focusing on improving their employment status. A variety of workshops are now available to customers, and are live-streamed (and tracked) on Facebook Live.

MOU Budget

Portlock reported that MOU budget negotiations went very well. All partners have signed the MOU. With the exception of DHS-TANF, all partners are paid up to date.

One-Stop Operator Report

One-Stop Operator Report – Flessner

WCWC hosted an offsite job fair in Wilmington with the Wilmington Park District on April 17th. 28 businesses and 53 job seekers attended. Business remarked that they were very pleased with the turnout.

The second after hours job fair was held on April 18th at the Workforce Center/ 15 businesses and 21 job seekers attended. Businesses requested the continuation of after-hours job fairs.

A second Eastern Will County job fair is tentatively scheduled for July 18th at Peotone High School.

Based on demand, the Village of Romeoville has requested another after-hours job fair in the Fall. Plans are underway for September 2019.

A Regional Business Services Team comprised of ten counties has met to share best-practices and develop regional business services strategies.

ConstructionWorks information sessions have begun. The first session was held on April 22nd, followed by sessions on May 7th and May 24th. 17 candidates have attended the sessions and are now being assisted by WSD career planners.

WSD continues to work with former Caterpillar employees. 85 people attended orientation workshops, 50 completed testing, 12 have begun training, and several more are still completing paperwork. CDL and Process Operator are by far the most popular training programs for Cat employees so far.

Committee Reports

Communications Committee: Portlock

- Portlock presented the 'Recruiting and Retention Tools for Will County Businesses' flyer created for distribution to businesses by the Business Services Team members.

System and Trends Committee: Herrick

- *Program Certification:* Herrick shared System and Trends recommendations of new and existing programs for addition/retention to the State List of approved programs. She noted that the approval of these programs to the State List does not necessarily mean the Will County Workforce will refer clients to the programs, only that they meet the IWDS criteria to be added to the list.
- *On-the-Job Training:* Herrick gave the report, noting that going into its final month of PY18, E&ES has enrolled 39 of the 50 required new participants, but that another 31 direct-hire placements were made. The E&ES Team has done a good job diversifying the types of clients they reached out to during the last contract year.
- *Incumbent Worker Training:* Herrick reported that the Incumbent Worker Training Program budget for PY19 has been set for \$225,000. This budget recommendation will go to the WIB board on June 10th. Portlock added that the Regional Talent Pipeline projects will also use a part of the funds allocated to serve regional efforts. Herrick noted that American Airlines has expressed a need for training programs to provide Aviation Maintenance Certification, and suggested that the Regional Incumbent Worker efforts might be a great help in providing this training.

Youth Council: Stipe

- Stipe shared the Connect to Your Future Reports. The next provider workshop is coming up; staff is seeking partners to co-sponsor a workshop. Baldwin noted the preeminence of the cannabis issue as it pertains to Will County human resources.

Reports/Articles

Portlock announced upcoming changes to the Workforce Investment Board membership. Educator Cheryl McCarthy will retire in June. Shawn Walsh will step onto the Board. Union Representatives Moran and Strong have resigned from the Board. Portlock will work with Larry Walsh to replace them. IDES is deciding between Linda Guerrero and Tina Salgado for WIB placement.

Next meeting of the Executive Committee will be August 5, 2019; 7:30 am at the Workforce Center of Will County.