

**System and Trends Committee
Workforce Investment Board of Will County**

Location: Workforce Center of Will County, 2400 Glenwood Avenue, Joliet
July 17, 2019

Minutes

Committee Members:					
Name	Present	Absent	Name	Present	Absent
Nancy Baldwin		X	Damien McDonald		X
Bonnie Covelli		X	Don Moran		X
Susan Flessner	X		Jim Rink		X
Beth Gonzalez		X	Suzanne Sallay		X
Rita Herrick	X		Anitarice Schmidt		X
Carlos Interrial	X		Michele Smith		X
Kraig Kistingner	X		Jim Tromp	X	
Others present:					
Mary Gajcak	Caroline Portlock				

Welcome and Approval of Minutes

Herrick called the meeting to order. Minutes of the May 15, 2019 meeting were approved on a motion by Tromp, seconded by Flessner.

Workforce Center

Center Update / Service Integration: Flessner reported on upcoming off-site and evening job fairs.

Utilization Report: Portlock gave the year-end report noting the Center served just 184 less people in PY18 over PY17. The group discussed understanding the analytics behind the live-streamed workshop videos.

Service Integration: Rita Herrick will facilitate the process that will include all partners and establish a benchmark as well as determine where more effort is needed to become an integrated system. Local partners will convene on August 6 to determine the Center's benchmark through the Self-Assessment process.

Business Services

On-the-Job Training Program: Herrick reported that the OJT program concluded PY18 with a total of 42 new participants against a contract of 50 but noted that the industries served has expanded and efforts to assist businesses with direct hires has been positive.

Incumbent Worker/Training Grants Program: Herrick reviewed the PY19 report. Gajcak presented three applications for consideration:

- Dukane Precast: Motion by Kistingner, second by Interrial to approve ISO training for 24 employees for a total of \$24,983. Motion carried. As the total is over \$20,000, the contract will go to the County Board for approval.
- Brennan Equipment & Manufacturing: Motion by Kistingner, second by Interrial to approve LEAN process training for 50 employees for a total of \$19,500. Motion carried.
- Citgo Petroleum: Motion by Kistingner, second by Interrial to approve Relay and Code training for 20 employees for a total of \$38,646. Motion carried. As the total is over \$20,000, the contract will go to the County Board for approval.

Gajcak noted other companies who have inquired about the program.

New Program Certification

Motion by Tromp, second by Kistingner to approve the following new programs submitted by Governors State University:

- Certified Associate in Project Management Exam Prep Course
- Paralegal Certificate Course
- Advanced Paralegal Certification Course

They will be presented to the full board at the August meeting.

Meeting adjourned.

The next meeting will be held on September 18, 2019 at 7:30 am at the WCWC.