

**Executive Committee**  
**Workforce Investment Board of Will County**  
 Workforce Center of Will County  
 2400 Glenwood Avenue, Joliet, IL 60435  
**December 2, 2019**

**Minutes**

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

**Welcome**

Chair Baldwin called the meeting to order.

**Minutes**

Minutes of the September 30, 2019 were approved on a motion by Greuling, seconded by Mudron.

**Workforce Center**

*One-Stop Operator Report--Flessner*

- Job Fairs –offsite:
  - Wilmington Park District, October 16<sup>th</sup> from 10:00-12:00; specifically for the TDL industry, co-sponsored by the Grundy-Livingston-Kankakee Workforce Board, Kankakee Workforce Services and Grundy Workforce Services: 17 Businesses and 24 Job Seekers attended.
  - Frankfort Township, November 6<sup>th</sup> from 4:00 to 6:00 pm; 18 Businesses and 41 Job Seekers attended (24 new to WCWC).
- *WCWC Business Services:* The entire Will County Business Services Team obtained the 'Certified Business Engagement Professional' credential.
- The WCWC team, partnering with Goodwill, hosted the Customer Service Training; 11 job seekers attended.
- A second WCWC business services webinar will be held on December 19<sup>th</sup>.
- 58 customers interested in applying for jobs with the State of Illinois attended a workshop hosted by IDES/WCWC. A second session will take place on December 5<sup>th</sup>.

Opioid Grant

The US Department of Labor issued a grant to address the opioid crisis in the nation. Six Workforce areas in Illinois were selected as subcontractors. \$850,000 has been issued to Will County to provide Recovery Coach trainers to obtain experience working with clients in organizations like Stepping Stones Treatment and Recover Center.

**Committee Reports**

*Communications Committee:*

Mitchell reported that the National Apprenticeship Week kick-off event at Joliet Junior College was a great success.

### *System and Trends Committee*

- Portlock: Joliet Junior College submitted a change to tuition costs (from \$3299 to \$3699 + fees) for the Professional Medical Coding and Billing Online Training program. Greuling motioned to move the program to the Board for approval; Sallay seconded. Motion carried.
- The On-the-Job Training Program enrolled nine new participants through October. The November report will be available for the WIB meeting next week.
- Incumbent Worker Training Grant: Due to a reduction in PY19 WIOA funding, the Committee determined to reallocate \$100k back to the Dislocated Worker and Adult Career Scholarship programs. If a need for a business grant arises, the Committee will review the need and may move funds back into the program to cover the need. To date, \$87,278 has been obligated for local projects, resulting in 145 employees receiving training. A \$37,722 fund balance remains available.

### *Youth Council: Portlock*

Portlock and Mitchell discussed an incident that occurred at Joliet Junior College. A 'Corrective Action Plan' has been delivered to the State. At resolution, a report will be made.

### **Workforce Board**

#### *Demand Occupations*

Portlock presented changes to the Will County 2020-2021 Demand Occupations list for review. Greuling motioned to recommend changes to the Board as presented. Tromp seconded. Motion carried.

#### *Officers and Committee Chairs*

Portlock proposed the following leadership line-up for 2020:

- Workforce Board Chair, Suzanne Sallay; Vice Chair, Beth Gonzalez; Immediate Past Chair, Nancy Baldwin.
- Communications Committee co-chairs: Pat Mudron and Judy Mitchell
- System and Trends Committee co-chairs: Rita Herrick and Carlos Interrial
- Youth Council co-chairs: Susan Flessner and Michele Stipe

This recommendation will be forwarded to the Board on a motion by Tromp, seconded by Greuling.

#### *Allocation Transfer of Funds*

Portlock recommended that \$500,000 be moved from Title 1D (Dislocated Worker) to Title 1A (Disadvantaged Adults). Flessner reported that enrollments have been trending from 1D to 1A, and is anticipating an even greater budgetary need to cover the demand by the end of PY19. Mitchell motioned to recommend budget change to the Board; Mudron seconded. Motion carried.

Next meeting of the Executive Committee will be February 3, 2020; 7:30 am at the Workforce Center of Will County.