

**Workforce Investment Board of Will County
June 8, 2020 Minutes**

BOARD MEMBERS								
Name	Present	Absent	Name	Present	Absent	Name	Present	Absent
Tracy Ardis	X		Linda Guerrero		X	Andy Rico		X
Herb Brooks	X		Maribeth Hearn	X		Suzanne Sallay	X	
Jayne Cain Casimere		X	Rita Herrick	X		Anitarice Schmidt		X
Rocky Caylor		X	Carlos Interrial	X		Michele Smith	X	
David Conterio		X	Kraig Kistingner	X		Ben Stortz	X	
Gloria Dollinger	X		Paul Lauridsen	X		James Tromp	X	
Susan Flessner	X		Damien McDonald	X		Shawn Walsh	X	
Beth Gonzalez	X		Judy Mitchell	X				
Doc Gregory	X		Pat Mudron	X				
John Greuling		X	Mike Paone	X				
STAFF								
Sue Davinger	Mary Gajcak		Caroline Portlock					
GUESTS								
Larry Fitzpatrick	Scott Kettman		Monica Lowe		Amy Murphy		Nick Palmer	
Deborah Wright								

* Per the Governor's Executive Order, this meeting was held virtually using Webex platform.

Welcome and Introductions –Chair Sallay called the meeting to order. Sallay announced that a great partner and friend to Will County and the Workforce Investment Board, Larry Walsh, passed away last week. His memory was honored with a moment of silence.

Minutes - Minutes of the April 13, 2020 meeting were approved on a motion by Flessner; seconded by Kistingner.

New Business

PY20 Allocations

- Portlock presented PY20 DCEO funding allocations. Adult and Youth Program funding was slightly increased, while Dislocated Worker funding was reduced just over 8%. These allocations are set using past data. We will apply for any additional funds that are made available to make up for the deficit. Tromp motioned to accept \$5,543,945 allocated from DCEO. Mitchell seconded. Motion carried. In light of the funding level as well as the increase in dislocated workers, Portlock recommended that no funds will be allocated to the Employer Training Grants at this time. We will continue to monitor and review levels throughout the year.

PY20 Subcontract Renewals

- Portlock proposed subcontracts to be renewed as follows:
 - One Stop Operator funding will remain at \$265,464. Motion to approve: Mudron; Second: Brooks. Flessner abstained. Motion carried.
 - On-the-Job Training will receive \$489,775 to place 40 customers minimum. Motion to approve: Lauridsen; Second: Mitchell. Motion carried.
 - Workforce Readiness Training will receive \$321,200 to serve 12 initial and 22 ongoing customers. Youth Program will receive \$1,314,719 to serve 40 new and 100 continuing customers. Work Ready and Youth funding was approved on a motion by Dollinger, seconded by Kistingner. Mitchell abstained.

Workforce Center (One Stop) Certification

- Herrick reported that she and Gonzalez worked with Portlock to form the Certification committee which reviewed Workforce Center operations as part of the One Stop Certification. The Certification committee congratulated the Workforce Center staff on the progress that has been made in integrating services and will forward recommendations to the OSO to continuously improve said progress. Best Practices and the Business Services Packet were added to the documentation as supplemental material. Herrick was pleased to recommend the One

Stop Center for Certification. Mitchell motioned to accept recommendation for Center Certification; McDonald seconded; Flessner abstained. Motion carried.

Reports/Committee Updates:

Workforce Center Report: One Stop Operator Report – Flessner

The Workforce Center has been closed to the public since March 20th due to the COVID-19 pandemic in accordance with the stay-at-home order issued by the Governor of Illinois. WCWC staff has been working remotely and has been able to continue to provide nearly all services to job seekers through electronic means. Flessner presented a plan to return to full operations in stages. Staff returned to the Center on June 1st.

- A robust schedule of social media posts has been developed.
- File-sharing and electronic signature software has been purchased to facilitate customer eligibility off-site, which will prove helpful for customers in Eastern parts of Will County going forward.
- Other grants will be applied for to provide additional Career Scholarship and Dislocated Worker services.
- Thirty three businesses attended the recent Business Services Team presented a Business Services Seminar. IDES presented on the topic of Unemployment Claims. This seminar has been archived and can be viewed on the WSD website, and will be made available on LinkedIn.

Upcoming Meetings

Further information about the platform for upcoming Committee meetings will be announced as social distancing guidelines are in place for the Workforce Center. Meeting dates are as follows:

- Communications Committee – July 21, 2020
- System and Trends – July 8, 2020
- Youth Council – July 15, 2020

Director's Report: Portlock

PY 2020 MOU Update:

- Signature pages are coming in from partners. The MOU is due at the end of the month.

Emergency (E1) Assistance (Layoff Aversion) Grant

- Funding for layoff aversion activities in response to COVID-19 was offered through the State of Illinois DCEO. Will County businesses applied for just under \$1 Million of the \$5 Million dollars offered by the State. DCEO determines which applications will be funded and the local Board will coordinate the reimbursement process with the approved companies.

Workforce Investment Board Reappointments

- Portlock thanked members with upcoming reappointments for returning all necessary paperwork. Recertifications will be presented to the Will County Board at their July meeting for approval.

Regional Efforts

- DCEO has introduced a platform to host virtual Job Fairs. Kistingner will attend an upcoming Job Fair and report back to the WIB with recommendations. Flessner has investigated other platforms and has found the costs to be prohibitive at this time.

Public Comment

Larry Fitzpatrick thanked the Board for past and ongoing partnership.

Motion to adjourn: Lauridsen; Second: Tromp. Meeting adjourned.

The next meeting of the Workforce Investment Board is scheduled for Monday, August 10, 2020.