

**Executive Committee
Workforce Investment Board of Will County
October 5, 2020 Minutes**

Executive Committee Members					
<i>Name</i>	<i>Present</i>	<i>Absent</i>	<i>Name</i>	<i>Present</i>	<i>Absent</i>
Susan Flessner	X		Kraig Kistingner	X	
Beth Gonzalez	X		Judy Mitchell	X	
Rita Herrick	X		Pat Mudron	X	
Carlos Interrial	X		Jim Tromp	X	
Staff/Others					
Caroline Portlock					

**Per March 16, 2020 Executive Order 20-07 (COVID-19 Executive Order No. 5; Section 6), this meeting met via 'WebEx', as in-person attendance by members of a public body are suspended.*

Welcome – Chair Gonzalez called the meeting to order.

Minutes - Minutes of the August 3, 2020 were approved by unanimous roll call on a motion by Interrial, seconded by Herrick.

Workforce Center

One Stop Operator Report - Flessner

- Discussed Center re-opening plan as outlined in the packet as well as the Mobil Workforce Center.
- Discussed events and activities scheduled at the Center.
- Performance Goals negotiations and Monitoring (fiscal and program) are scheduled.
- New Fiscal Officer Sarah Kappel-Cain, replacing Hank Buchholz who retired in September.

Committee Reports

Communications Committee - Mudron

- Service Analysis Report PY19 was distributed and a press release about the information was sent to County for media outlets.
- Videos for IWP award winners was produced and one Will County business is featured in the state video. Videos are on the WIB's YouTube channel and a press release was sent to the County for media outlets.
- Mitchell announced JJC is having a Drive-Thru Job Fair on Tuesday, October 13 at main campus.

System and Trends Committee - Interrial

- Reviewed 5 new programs from Governors State University in packet. Mitchell made the motion to approve ASCM CLTD, Lean Six Sigma for Supply Chain Certification, PMP Test Prep, and SCPro Certification Test Prep Level 1 – and to deny Legal Nurse Consultant Training Course due to failure to meet minimum requirements. Mudron seconded which was approved by unanimous roll call vote.
- Reviewed OJT Report as well Business Grants Summary in packet.

Youth Council – no report

Director's Report

- No meeting in October – update email will go to Board this week.
- Three subcontracts will go out for bid for PY21. Timeline in packet.
- Received revisions to PY20 MOU – will bring to December meeting.
- Meeting with County consultant on securing some of CARES ACT funds for IWT / DW.

No public comment.

Meeting adjourned by unanimous roll call on a motion by Mitchell, second by Mudron. The next meeting of the Executive Committee will be December 7, 2020; 7:30 am.