

**Executive Committee  
Workforce Investment Board of Will County  
March 22, 2021 Minutes**

Executive Committee Members					
Name	Present	Absent	Name	Present	Absent
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 2/1/21 meeting were approved by unanimous roll call on a motion by Herrick, seconded by Flessner. Motion carried.

**Workforce Center One Stop Operator Report - Flessner**

- Discussed operations and activities scheduled through the Center as well as strategies to increase outreach.

**Old Business**

- Allocation 1D to 1A Status – though the Board approved the allocation transfer, we have not had to make that transfer to date. WSD staff continues to monitor the funding levels to determine if/when transfer needs to occur.
- RFP's – discussion on each proposal and review committee(s) recommendations with the following actions:
  - **On-the-Job Training** – PY21 subcontract to Employment and Employer Services not to exceed \$500,000 approved by unanimous roll call on a motion by Mitchell, seconded by Kistingner. Suggested a pre-contract meeting to discuss goals and budget and ongoing meetings (quarterly) to discuss strategies would help with success of subcontract.
  - **Work Ready** – PY21 subcontract to Joliet Junior College no to exceed \$425,000 approved by a roll call motion by Herrick, seconded by Mudron with Mitchell abstaining from the vote.
  - **Youth** – PY21 subcontract to Joliet Junior College no to exceed \$1,700,000 approved by a roll call motion by Herrick, seconded by Mudron with Mitchell abstaining from the vote.
- WSD Director Search –Kistingner and Mudron served as WIB's representation on the Search Committee who interviewed 3 candidates. No committee recommendation submitted for action.

**New Business**

- Allocation Request – the committee approved for board action to allocate an addition \$50,000 of 1D funds to Incumbent Worker Training by a unanimous roll call on a motion by Mitchell, seconded by Tromp. Motion carried.
- Training Program – the committee reviewed for board action new applications from Governor's State University and Joliet Junior College and recertification request from Governor's State.
- PY20 Additional 1D Allocation – Will County is receiving an additional \$159,620 in 1D for our PY20 allocation from DCEO. The committee approved for board action receiving the additional 1D funds for PY20 by a unanimous roll call on a motion by Kistingner, seconded by Mitchell. Motion carried.

FYI-

- WIB part of Community Foundation of Will Co Workforce Development Advisory Council to develop criteria for workforce grants.
- LWIA 10 & 11 applying for DCEO grant for comprehensive wage & benefits analysis to assist businesses in recruiting efforts.
- Board Members: Carlos and John both home and resting. Suzanne will be rejoining as an active member.
- Develop a one-sheet overview of grants/services for WIB members to increase awareness.

**No public comment.**

Next meeting will be 6/7/21. Meeting adjourned by unanimous roll call on a motion by Mitchell, second by Mudron.