

**Workforce Investment Board of Will County  
April 12, 2021 Minutes**

BOARD MEMBERS								
Name	Present	Absent	Name	Present	Absent	Name	Present	Absent
Tracy Ardis		X	Maribeth Hearn	X		Andy Rico		X
Herb Brooks	X		Rita Herrick	X		Jim Rink	X	
Jayme Cain Casimere	X		Carlos Interrial		X	Gerardo Ruiz		X
Rocky Caylor		X	Kraig Kistingner	X		Suzanne Sallay	X	
David Conterio	X		Paul Lauridsen	X		Diana Sharpe		X
Gloria Dollinger	X		Cornell Lurry	X		Michele Smith		X
Susan Flessner	X		Damien McDonald	X		Ben Stortz	X	
Beth Gonzalez	X		Judy Mitchell	X		James Tromp	X	
Doc Gregory	X		Pat Mudron	X		Kurt Trost	X	
John Greuling	X		Mike Paone	X		Shawn Walsh	X	
Linda Guerrero	X		Josh Potter	X				
STAFF								
Sue Davinger	Mary Gajcak	Caroline Portlock						
GUESTS								
Jennifer Bertino-Tarrant	Brian Dolezal	Roger Fisher	Larry Fitzpatrick	Monica Lowe				
Amy Murphy	Dan Perusich (E&ES)	Michelle Stiff						

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

**Welcome and Introductions** –Gonzalez called the meeting to order. Introductions were made at first roll call.

**Minutes** - Minutes of the February 8, 2021 meeting were approved on a motion by Herrick; seconded by Flessner. Motion carried on a unanimous roll call vote.

**Old Business**

*PY20 Allocations – Portlock*

- Portlock proposed the approval of an additional allocation of \$159,620 Dislocated Worker. Allocation of additional funds was approved on a motion by Brooks, seconded by Kistingner. Motion carried by unanimous roll call vote.

*RFP Review Committee– Portlock*

Will County WIB subcontracts services for one year, renewable contract, which must be rebid every three years. Members of the WIB and WSD staff reviewed and scored each proposal. After evaluation, the RFP committee recommended the following to receive subcontracts for PY21.

- On the Job Training: Motion to approve subcontract with Employment and Employer Services was made by Herrick, seconded by Brooks. Motion carried by unanimous roll call vote.
- Work Readiness: Motion to approve subcontract with Joliet Junior College was made by Potter, seconded by Sharpe. Motion carried by unanimous vote – Mitchell abstained.
- Occupational Skills Training – Youth: to approve subcontract with Joliet Junior College was made by Walsh, seconded by Conterio. Motion carried by unanimous vote – Mitchell abstained.

*Workforce Services Director Search Update– Portlock*

Susan Flessner will retire on June 30, 2021. County Executive Jennifer Bertino-Tarrant has selected Michelle Stiff to fill the position of Director. The Will County Board will vote on this appointment on April 15th.

## **Reports / Committee Updates**

### *Workforce Center Report: One Stop Operator Report – Flessner*

#### Workforce Center

- The Workforce Center is now accepting walk-in appointments for services.
- Two Workforce Center staff have completed the 'Certified Digital Career Strategist' (CDCS) credential through the Professional Association of Resume Writers and Career Coaches, which focuses on job search strategies using LinkedIn.

#### Business Services

- Drive-Through Job Fairs will continue this Spring.
- Job-Fair In A Bag – This new service will be launched in April, providing attendees with a bag stuffed with newest job postings, outreach flyers, and flyers from local businesses.
- The next Business Services Webinar, online, has been scheduled for June 16<sup>th</sup>.

### *Communications Committee Report - Mitchell*

- Next meeting: April 20, 2021

### *System and Trends Committee Report – Herrick*

- Seven new programs offered by Governors State University and nine new programs offered by Joliet Junior College, as well as one program submitted for recertification by Governors State University were approved for the Illinois State list on a motion by Sallay, seconded by Kistingner. Motion carried by unanimous roll call vote – Mitchell abstained.
- A motion to approve an allocation of an additional \$50,000 from Dislocated Worker to the Incumbent Worker Training Program for PY20 was made by Conterio; seconded by Mitchell. Motion carried by unanimous roll call vote.
- Incumbent Worker Training Grant of \$13,860 for Borowski Race Engines, Inc. to train 7 employees was approved unanimously on a motion by Kistingner, seconded by Dollinger.
- The On-the-Job Training Report was presented as it appears in the packet.

### *Youth Council - Flessner*

- Connect to Your Future Program report, summarizing high school equivalency / academic skills improvement and occupational skills training were reviewed.
- Success stories reflecting the successes of four students were shared. Flessner encouraged willing board members to acquire 'congratulations' cards from WIB staff, and let students know how proud they are of their achievements.
- Next meeting of the Youth Council is April 21<sup>st</sup>.

## **Announcements**

*Any additional announcements or events may be emailed to Sue Davinger to be sent to the Board at the end of the week.*

- Tracy Ardis will be leaving Silver Cross Hospital, and is working with Silver Cross to find a replacement.

With no further business or public comment, the meeting was adjourned. The next meeting of the Workforce Investment Board is scheduled for Monday, June 14, 2021.