

**Workforce Investment Board of Will County
June 14, 2021 Minutes**

BOARD MEMBERS								
Name	Present	Absent	Name	Present	Absent	Name	Present	Absent
Herb Brooks	X		Rita Herrick	X		Jim Rink		X
Jayne 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				
Maribeth Hearn	X		Andy Rico		X			
STAFF								
Sue Davinger	Mary Gajcak	Caroline Portlock						
GUESTS								
Larry Fitzpatrick	Scott Kettman	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.

Minutes - Minutes of the April 12, 2021 meeting were approved on a motion by Flessner; seconded by Mitchell. Motion carried on a unanimous roll call vote.

Reports / Committee Updates

Workforce Center Report: One Stop Operator Report – Flessner

Workforce Center

- Attendance at the Workforce Center is continuing to grow.
- A new workshop has been created to assist job seekers changing careers in identifying transferable skills and explaining those skills on resumes.
- Workforce Center staff participated in trainings conducted by Inesse Consulting, “Coaching as a Workforce & Career Development Strategy” and “Helping Your Job Seeker Identify Their Personal Brand”.

Business Services

- Drive-Through Job Fairs were presented at Frankfort Township and Romeoville.
- Job-Fair In A Bag – This new service has been well received, with 21 in attendance on June 9th.
- The Mobile Workforce Center has added Crete as a new location, splitting the day with University Park.
- Success Story: Patrick O’s story was highlighted. Members are encouraged to write notes of encouragement to him. Notes are available at the Workforce Center as well as at the WIB offices.

Communications Committee Report - Mitchell

- Business Services Team meets virtually as a region – core partner members are included in membership
- The new ‘Did You Know’ Campaign promotes all of the activities provided under the Workforce Board.
- The ‘Will Works’ Podcast’ featuring Cleo Cook and Patrick Hall will occur once monthly, and will include a blog appearing on the Workforce Services website.
- The June Business Services webinar has been postponed to the Fall.
- Job Fairs are anticipated to begin in person once again upon the issuance of new Governor’s orders.
- Next meeting: July 20, 2021

System and Trends Committee Report – Herrick

- The On-the-Job Training Report was presented as it appears in the packet.
- The Business Grants Layoff Aversion Emergency Assistance Grant report was presented as it appears in the packet.
- The Business Grants – PY20 Incumbent Worker Training Grants report was presented as it appears in the packet.
- A motion to approve an allocation of \$100,000 to the Incumbent Worker Grant line for PY21 was made by Brooks; seconded by Kistingner. Motion carried by unanimous roll call vote
- Programs submitted for recertification by Genesis Healthcare, George E. Booth Co., Governors State University, Joliet Junior College, Lewis University, University of St. Francis, and Wilco Area Career Center were approved for the Illinois State list on a motion by Kistingner, seconded by Interrial. Motion carried by unanimous roll call vote – Hearn, Herrick, Mitchell and Smith abstained.

New Business

PY21 Allocations - Portlock

- Portlock requested the acceptance of PY21 Allocations totaling \$5,619,699. Noting a reduction of 12.9% funding for Dislocated Worker programming in PY21, Portlock referred to the receipt of two grants (\$775,000 and \$825,000) that will offset the reduction in WIOA funding. Motion to accept the PY21 allocations as presented was made by Kistingner, seconded by Mitchell. Motion carried on unanimous roll call vote.

Committee Structure - Portlock

- The Outreach Strategy Group (ad-hoc) has been created to identify and overcome obstacles to job seekers finding and receiving placement in services. This committee will meet quarterly, with more frequency at its beginning. Portlock welcomed members to join committee.
- Program Operations (formerly Youth Council)
 - This Committee is responsible for recommending policy regarding the design, development and implementation of programs that benefit adults and dislocated workers as well as youth. The goal is to provide oversight over delivery and integration of services. The committee will meet on July 21st, and will meet quarterly.
- MAPP We WILL Work Toolkit, an initiative of the Will County MAPP Collaborative is requesting participation and feedback in creating strategies and best practices to improve mental health and wellness in the workplace.

Announcements

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

- Susan Flessner will retire at the close of June. All members are invited to an open house in her honor at the Workforce Center on Tuesday, June 29th, from 4-6 pm.

With no further business or public comment, the meeting was adjourned on a motion by Kistingner, seconded by Hearn. The next meeting of the Workforce Investment Board is scheduled for Monday, August 9, 2021.