

**Executive Committee
Workforce Investment Board of Will County
June 7, 2021 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	X	Jim Tromp	X	
Staff/Others					
Caroline Portlock		Michelle Stiff			

**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 3/22/21 meeting were approved by unanimous roll call on a motion by Herrick, seconded by Mitchell. Motion carried.

Committees

Workforce Center One Stop Operator Report - Flessner

- Discussed operations and activities scheduled through the Center as well as strategies to increase outreach.
- Introduced Michelle Stiff as Director of Workforce Services Division of Will County as of July 1, 2021.

Communications - Mitchell

- Discussed the activities related to the Business Services Team.
- Provided an update on the Will Works podcast.

Systems and Trends – Herrick

- Business Grants Report – reviewed the 1E Layoff Aversion and IWT summary.
- OJT Report – reviewed OJT activities.
- Training Program Recertifications – Training programs recertifications as listed in the packet were approved on a motion by Kistingner, second by Interrial with abstentions from Herrick and Mitchell. In addition, training programs as listed in the packet were not recertified on a motion by Kistingner, second by Interrial with abstentions from Herrick and Mitchell.
- Incumbent Worker Training Grants – IWT applications from Toyal, Pollmann, and Spec Engineering were approved on a motion by Kistingner, seconded by Interrial with an abstension from Mitchell.

Youth Council – Flessner

- Noted that we will be meeting with the youth program subcontractor regarding the program changes for PY21.
- Year end reports for the youth program will be presented at the August meeting.

New Business

- Committee Changes – Portlock outlined the recommendation to expand and rename the Youth Council to Program Operations Committee as detailed in the packet. The Youth Council will expand to the Program Operations Committee on a unanimous vote on a motion from Kistingner, seconded by Mitchell. Motion carried. The by-laws will be updated to incorporate the change and the Youth Council members will be notified and welcome to serve on the Program Operations committee.
- PY21 Allocation – the committee approved for board action to accept the PY21 Allocation by a unanimous roll call on a motion by Tromp, seconded by Kistingner. Motion carried.
- PY21 IWT Allocation – the committee approved for board action to accept the recommendation of the PY21 Allocation for the IWT program by a unanimous roll call on a motion by Mitchell, seconded by Herrick. Motion carried.

FYI-

- Developing a financial/performance report for WIB.
- PY21 MOU – update on challenges related to obtaining PY21 MOU signature sheets and Q4 payments with change in Job Corp grantee. Notified DCEO of challenges-will continue to contact former and new grantees.

No public comment.

Next meeting will be 8/2/21. Meeting adjourned by unanimous roll call on a motion by Tromp, second by Kistingner.