

**Communications Committee
Workforce Investment Board of Will County**

Location: Workforce Center of Will County, 2400 Glenwood Avenue, Joliet

**July 20, 2021
Minutes**

Committee Members:					
Name	Present	Absent	Name	Present	Absent
Jayme Cain Casimere	X		Judy Mitchell*		X
Beth Gonzalez	X		Pat Mudron*	X	
Carlos Interrial		X	Josh Potter	X	
Scott Kettman	X		Jim Rink	X	
Paul Lauridsen	X		Michelle Stiff	X	
Cornell Lurry	X				
Others present:					
Sue Davinger		Mary Gajcak	Caroline Portlock		

***Meeting occurred virtually via Webex**

Welcome

Caroline Portlock called the meeting to order.

Minutes

The minutes of April 20, 2021 meeting were approved unanimously by roll call on a motion by Gonzalez, second by Kettman.

Business Services Team Scott Kettman reported highlights from the Business Services report:

- The Business Services Team has added two new members from IDES
- 'Job Fair in a Bag' continues to draw business and job seeker interest
- A Business Services Webinar will be held in November/December. Amy Murphy of JJC will speak about apprenticeships.
- Drive-Through Job Fairs took place in April, May and June, with the addition of University Park location.
- Will County Workforce Center participated on a panel at the WIOA Summit.
- Business Services marketing materials are now being updated for PY21

Publications

- The Connections Newsletter has launched. Portlock asked members to explore and suggest ways to reach out further using this informational tool.
- Cleo Cook and Patrick Hall have launched the "Will Works" Podcast which airs twice monthly. Businesses are requesting to participate in future topics, and very positive feedback is being received
- Portlock is updating the Service Analysis Report; a draft of the revised format will be sent to members before the next meeting.
- Portlock shared the Workforce Center Resource Fair flyer and encouraged member participation. The flyer will also be available in Spanish.
- Pace Suburban Bus will begin advertising WCWC activities on their buses.

Next Meeting

The next Communications Committee meeting is scheduled for October 19, 2021.