

**Workforce Investment Board of Will County
April 13, 2020 Minutes**

BOARD MEMBERS								
Name	Present	Absent	Name	Present	Absent	Name	Present	Absent
Tracy Ardis		X	Doc Gregory	X		Judy Mitchell	X	
Herb Brooks	X		John Greuling	X		Pat Mudron	X	
Jayne Cain Casimere		X	Linda Guerrero		X	Mike Paone	X	
Rocky Caylor			Maribeth Hearn	X		Andy Rico		X
David Conterio	X		Rita Herrick			Suzanne Sallay	X	
Kevin Daly			Carlos Interrial	X		Anitarice Schmidt		X
Joe Del Real	X		Mary Jaworski			Michele Smith	X	
Gloria Dollinger	X		Kraig Kistingner	X		Ben Stortz		X
Susan Flessner	X		Paul Lauridsen	X		James Tromp	X	
Beth Gonzalez	X		Damien McDonald	X		Shawn Walsh	X	
STAFF								
Sue Davinger	Caroline Portlock							
GUESTS								
Larry Fitzpatrick	Scott Kettman		Monica Lowe		Scott Kettman		Amy Murphy	
Nick Palmer	Deborah Wright							

Welcome and Introductions –Chair Sallay called the meeting to order. Per the Governor’s Executive Order, this meeting was held virtually using Webex platform.

Minutes - Minutes of the February 10, 2020 meeting were approved on a motion by Flessner; seconded by Gonzalez.

Reports/Committee Updates:

Workforce Center Report: One Stop Operator Report - Flessner

- The following modifications and accommodations have been made to assure that protections are in place for staff and customers as they continue to work through the COVID-19 process:
 - The Mobile Workforce Center has been taken off the road since March 16th.
 - On March 17th, the Workforce Center staff began working remotely.
 - On March 26th, Workforce Services staff began to work from home wherever possible.
 - Videos with job search/interviewing information has been developed and published.
 - Resume reviews and career planning is continuing via phone/email.
 - Staff meetings and staff development are taking place remotely.
- Some concerns regarding State mandated performance measures and minimum spending levels are among topics of conversation at weekly meetings with DCEO.
- WSD has applied for \$775,000 additional Dislocated Worker funding including technology updates as video-conferencing platforms to help improve virtual access and adjust to new service delivery demands.

Communications Committee: Mudron

- A quarterly e-newsletter is now available.

System and Trends Committee: Interrial

- Program Certification: Governors State University submitted two programs, ‘Advanced Paralegal’ and ‘Paralegal Certification Course’, for recertification due to slight tuition raises. On a motion from Kistingner, seconded by Mitchell, both programs were approved.
- On-the-Job Training Report: Employer and Employee Services representatives, Cleo Cook and Deborah Wright attended the System and Trends meeting and presented On-the-Job training processes and challenges. TABE testing has been the greatest challenge since testing format changed from a three hour testing period to an all-day testing time. Another significant challenge the team was meeting at that time was the all-time low unemployment rates.

- Incumbent Worker Training Grants: ECOLAB Joliet submitted a request for a training grant to train six employees in Loop Checkout and Troubleshooting Course and Basic Instrumentation Course 101. The WIB cost for training is \$9,300. Mitchell moved to approve funding; Hearn seconded. Motion carried.
 - A fund balance of \$39,114 remains for PY19; \$91,303 has been obligated; 115 workers have received training.

Youth Council:

Flessner reported that all Joliet Junior College students are becoming on-line learners. GED and Students in advanced training continue online.

Director's Report: Portlock

Economic Development Region (EDR) 4 Regional Plan:

- The Regional Plan, covering ten Counties and 7 Workforce Areas, is seen in Chapters 1-3. The focus of the EDR4 Regional Plan is economic data, and reflects best-practices shared by regional workforce areas, a plan for regional strategies going forward, and compliments the Local Plan found in chapters 4-6. The Executive Committee approved the Plan in time to submit it to the State. Motion to ratify the Regional Plan was made by Dollinger; seconded by DelReal. Motion carried
- The WIOA 10 Local Plan supports the goals and strategies set forth by the State, and includes operating systems, service integration, etc. All Partners participated in the process and contributed to the plan. The Plan was submitted to the State on March 31st after approval by the Executive Committee. Kistinger moved to ratify the Local Plan; Dollinger seconded. Motion carried.

PY20 Memorandum of Understanding (MOU) with Budget

- The MOU narrative is a roadmap that interprets what the State sets forth, including how partners will work together to maximize effective and efficient service to each job seeking customer. The Workforce Partners worked closely together to build an environment of mutual trust, which has made the creation of the narrative and budget portions of the MOU an easier process. Motion to approve the MOU as presented: Mitchell; Gonzalez seconded. Motion carried.

Portlock presented a Job Posting Snapshot for Will County showing a 22.7% decline in job postings from March 12th to April 5th 2020.

Gonzalez announced that Pace Suburban Bus has cancelled 55 feeder routes as of April 13th. Rider capacities have been set. Amazon routes are using more buses to allow for rider limits. Free rides continue for healthcare/medical workers with ID.

Public Comment - None

Motion to adjourn: Walsh; Second: Mitchell. Meeting adjourned.

The next meeting of the Workforce Investment Board is scheduled for Monday, June 8, 2020.