

Program Operations Committee
 Workforce Investment Board of Will County
 Location: via WebEx
January 19, 2022 Minutes

Council Members					
Name	Present	Absent	Name	Present	Absent
Lisa Borrelli	X		Dan Perusich	X	
Gloria Dollinger	X		Michelle Sebasco	X	
Beth Gonzalez	X		Diana Sharpe	X	
Maribeth Hearn		X	Michelle Stiff	X	
Neal Kauffman		X	Ben Stortz	X	
Elizabeth Kaufman	X		Kurt Trost	X	
Kraig Kinstinger	X		Shawn Walsh	X	
Keri Peter	X				
Staff and Guests					
Caroline Portlock					

The meeting took place via WebEx

Welcome

Michelle Stiff called the meeting to order and welcomed everyone on the call.

Minutes

The minutes of the July 2021 meeting were approved on a motion by Trost, seconded by Walsh. Motion carried.

Programs:

Adult & Dislocated Worker Enrollments Report

Borrelli presented the Adult and Dislocated Worker Program enrollments noting a majority are in the TDL sector, specifically CDL drivers. She reported on new outreach strategies including the addition of a new Career Outreach Specialist on staff who will help bring awareness to the programs and engage potential customers on our social media platforms.

Career Scholarships Report

Peter presented an overview of the Work-Ready / Career Certified / Career Scholarships Program and current enrollments. She noted that the program currently hybrid, which helps job seekers understand what they may experience during training and employer locations.

Connect to Your Future (Youth) Report

Peter presented the Youth Program report noting that internships continue to be a struggle as many students enrolled in the program are already working. She updated the committee on new staff who are back meeting with students in the high schools.

Outreach / Events / Activities:

- Stiff provided an update on upcoming events and outreach efforts.
- Committee discussed various challenges with survey instruments and strategies to gain feedback from participants and employers.
- Committee discussed communication platforms (specifically texting) which could help in staying in touch with participants. Textus.com, Ring Central, and Jabber were all mentioned – WSD staff will follow up on these and other options to incorporate in communicating with participants.

Public Comments - none

Next Meeting: The next quarterly meeting of the Program Operations Committee will be April 20, 2022 at 7:30 am.