



Grundy Livingston Kankakee Workforce Board
Full Board Meeting
Kankakee Workforce Services Office
450 N. Kinzie Ave. Bradley, IL 60915
June 21, 2016 9:00am

Minutes

| Present: | Phone: | Phone: | Absent: | Absent: | Guests: | Staff: |
|-----------------|---------------|---------------|----------------|----------------|----------------|---------------|
| H. Bond | B. Anderson | T. Nemeth | N. Ammer | M. Powell | C. Portlock | A. Gallagher |
| S. Erschen | J. Avendano | G. Richard | E. Frobish | M. Smith | M. Posing | N. McCarty |
| S. Franco | L. Brown | T. Salgado | S. Lopez | M. Van Mill | D. Washington | L. Russell |
| D. Kinsella | B. Hinrichs | A. Wheeler | S. Magruder | D. Warning | | |
| R. Manuel | | | | | | |
| J. Mitchell | | | | | | |
| M. Wolf | | | | | | |

- I. Call to Order.** Meeting was called to order at 9:03 a.m.
- II. Public Comment - None**
- III. ACTION Items:**
 - A.** Approval of the minutes for March 15, 2016 Board meeting (*Attachment A*). **Motion to approve. Moved: H. Bond Seconded: B. Anderson Motion Carried.**
 - B.** Approval of Nominating Committee’s recommendation to approve PY16 slate of officers. (*Attachment B*) **Motion to approve. Moved: J. Avendano Seconded: S. Franco.**
 - C.** Approval of PY16 Board & Committee schedule (*Attachment C*). **Motion to approve. Moved: H. Bond Seconded: S. Franco Motion Carried.**
 - D.** Approval of attached training programs to be added to the statewide provider list. (*Attachment D*) **Motion to approve. Moved: H. Bond Seconded: S. Franco Motion Carried. Abstain: J. Avendano**
 - E.** Approval of the revised ITA policy. (*Attachment E*) **Motion to approve. Moved: J. Avendano Seconded: H. Bond Motion Carried.**
 - F.** Approval of Regional and Local WIOA Plans (*Attachment F*) **Motion to approve. Moved: H. Bond Seconded: B. Anderson Motion Carried.**
 - G.** Approval of the below Incumbent Worker Training contracts:
 - 1. CSL Behring: \$53,150
 - 2. Lyondell: \$6,000**Motion to approve. Moved: H. Bond Seconded: S. Franco Motion Carried.**
 - H.** Approval to renew the below youth contracts contingent upon meeting performance measures.
 - 1. Kankakee Community College: Kankakee & Livingston Counties
 - 2. Joliet Junior College: Grundy County
 - 3. Futures Unlimited: Livingston County**Motion to approve. Moved: B. Anderson Seconded: H. Bond Motion Carried. Abstain: J. Avendano, J. Mitchell, & L. Brown.**
 - I.** Approval of the PY16 Allocations & Provider Allocations as delineated in *Attachment G*. **Motion to approve. Moved: H. Bond Seconded: S. Erschen Motion Carried.**
 - J.** Approval to provide the Executive Director the authority to award any PY15 contractor’s Adult, Dislocated Worker, and Youth funds that are unexpended in their contracts as of June 30, 2016 (carry forward funds) using the approved county percentages as delineated in the PY16 Provider Allocations spreadsheet. **Motion to approve. Moved: S. Franco Seconded: J. Mitchell Motion Carried.**

IV. Reports:

- A. Fiscal (*Attachment H*) – N. McCarty discussed fiscal reports for the end of PY15 and pointed out a correction on page 1. The data in the reports is “as of April 30”, not January 31 like it states.
- B. Enrollment (*Attachment I*) – L. Russell reviewed enrollment data from PY15.
- C. CSL Behring Grant Application – L. Russell, and CSL, was awarded a \$500,000 grant to serve 25 dislocated workers who were affected by layoffs in Kankakee County. The funds will go to offset wages in order to provide training for employees.
- D. Riverside Partnership – Riverside Medical Center currently has a grant for Incumbent Worker Training (IWT) to conduct EPIC training for all employees, but it is set to end on June 30. Riverside applied for additional funding, but unfortunately did not receive any. L. Russell enjoyed working with them and is thankful for a great partnership.
- E. MOU – L. Russell has been working with our partner programs to create an MOU discussing how the federally required partners will work together and cover the costs for our One-Stop Center.
- F. Employer Layoffs – ITW & Mizan will be closing by the end of December 2016 and will affect about 59 individuals. The Grundy Workforce Services office has already been out to talk to employees about the services they offer. Likewise, Vactor recently laid off 45 employees and our Livingston office worked with them.
- G. Board staff reports (*Attachment J*) –L. Russell included some of her accomplishments from 2015 as well as future goals and objectives for PY16. If any board member would like to add anything to her objectives, please feel free.

V. **Old Business** – L. Russell discussed the State budget or lack thereof. WIOA partners are monitoring it closely, but we have yet to hear any specific information. As soon as she hears anything, Ladonna will let everyone know what is happening.

VI. New Business –

1. C. Portlock shared the JJC Board of Trustees approved a new location for the Morris Education Center, which also houses the Grundy Workforce Services office. The office will be moving within the next couple weeks and staff is excited for new opportunities that will arise due to the move.
2. D. Washington and M. Posing shared the Kankakee Workforce Services office is developing new partnerships with the local park districts (in both Livingston and Kankakee County) and has recently launched leadership management classes to help train WIOA staff.

VII. **Adjourned:** 10:11 a.m. **Motion to Adjourn. Moved: H. Bond**