



Grundy Livingston Kankakee Workforce Board  
**Full Board Meeting**  
Workforce Board Office  
187 S. Schuyler Ave., Ste. 560  
Kankakee, IL 60901  
**September 15, 2015 9:00am**

**Minutes**

**Present:**

H. Bond  
D. Daniels  
D. Kinsella  
R. Manuel  
C. Portlock

**Phone:**

J. Avendano  
L. Brown  
S. Erschen  
B. Hinrichs  
S. Lopez  
E. Murphy-Frobish  
T. Nemeth  
G. Richard  
D. Warning

**Absent:**

N. Norton-Ammer  
B. Anderson  
S. Franco  
S. Magruder  
M. Powell  
M. Smith  
M. Van Mill  
A. Wheeler

**Guests:**

M. Fannin  
J. Hopkins  
M. Posing  
D. Washington

**Staff:**

A. Gallagher  
N. McCarty  
L. Russell  
A. Rzasa

- I. Call to Order.** Meeting was called to order at 9:02 a.m.
- II. Public Comment** –The Board received a PY14 grant for Incumbent Worker Training, which funded a week-long training course for Kmart. J. Hopkins, Maintenance Manager from Kmart Distribution Center, spoke about the industrial maintenance training that was held. He was pleased with the training and said it allowed his associates to update their industry skills.
- III. ACTION Items:**
- A.** Approval of the full board meeting minutes for June 16, 2015 (*Attachment A*). **Motion to approve. Moved: D. Daniels Seconded: J. Avendano Motion Carried.**
  - B.** Approval of the resignation of current Workforce Board Chair **Motion to approve. Moved: H. Bond Seconded: R. Manuel**
  - C.** Approval of the appointment of R. Manuel as new Workforce Board Chair due to current chair resigning **Motion to approve. Moved: G. Richard Seconded: H. Bond Motion Carried.**
  - D.** Approval of incumbent worker training projects as delineated below:
    - 1. Morris Hospital: \$6,590
    - 2. Plochman's: \$10,000
    - 3. ~~Armstrong: not to exceed \$60,000~~ (Removed due to the fact that no application was submitted.)**Motion to approve. Moved: H. Bond Seconded: D. Kinsella Motion Carried.**
  - E.** Approval to release the WIOA Title 1 RFP (*Attachment B*) **Motion to approve. Moved: H. Bond Seconded: J. Avendano Motion Carried.**
- IV. Reports:**
- A. Committee Reports: Workforce Development**
    - 1. Year End Fiscal (*Attachment C*) – N. McCarty reviewed reports for the end of PY14.
    - 2. Year End Enrollment (*Attachment D*) – L. Russell reviewed enrollment reports for the end of PY14.
    - 3. DCEO Monitoring - Monitors came the second week of June & conducted a very intense audit. The program side had no findings, but there were two findings on the fiscal side. Overall L. Russell & N. McCarty was satisfied with the results.

4. State Budget Impasse - Senate Bill 2042 was approved so we once again have access to our funds and our contractors will soon be reimbursed.
5. Employer Layoffs - Caterpillar laid off 35 employees, but reached out to L. Russell to see if the Board could create resume workshops for the former employees. No one has signed up for the workshops, but our Livingston office has been able to aid 10 individuals using other resources. Likewise, BASF, in Kankakee County, will lay off 50 individuals by the end of summer & Bunge will be closing in 18 to 24 months. Bunge will conduct a small, inadvertent layoff this winter and a larger one next summer.
6. Summer Youth Paid Work Experience - This summer WIOA youth funds employed 53 students throughout our region. A Kankakee County board member approached L. Russell earlier this summer to set up a partnership to employ county youth. 33 students worked in Kankakee County, 12 in Livingston County, and 12 students are part of a year-long internship in Grundy County. L. Russell was very pleased with the excellent partnership and she would absolutely use the partnership again in the future.

**B. Youth Council**

1. Youth Contractor Report (*Attachment E*) - L. Russell reviewed Youth Contractor performance outcomes from PY 14.

**C. Board Staff Report**

1. Workforce Innovation & Opportunity Act (WIOA) – WIOA is the new federal law, which began on July 1, 2015. We had to re-designate ourselves as a workforce area and we were approved for a 2-year term. At the end of September, we will hold an Eligibility Training to provide some guidance.
2. Board Recertification - Under WIOA, our board must be certified again so we are in the process of collecting all necessary documents and submitting them.
3. Business Coordinator Update – A. Rzasa is currently working with the GEDC on a hiring project. She is also working on leads for the IWT grant and met with Terry from Monical's Pizza to see if they would offer a paid work experience.

**V. Old Business** – None

**VI. New Business** – None

**VII. Adjourned: Motion to Adjourn: Moved H. Bond Seconded: B. Hinrichs** Adjourned at 10:07 a.m.