Grundy Livingston Kankakee Workforce Board

**Workforce Development Committee**

**Workforce Board Office**

**200 E. Court St, Suite 506**

**August 4, 2021 10:00 a.m.**

**Meeting will be held at the Workforce Board office but will also be available via Cisco Webex due to COVID-19. Meeting link is below:**

Meeting number: 182 492 4654 Password: eMZaPNKR374

Join by phone: 415-655-0001 Access code: 1824924654 Phone Password: 36927657

# Minutes

**Present: Webex Absent Guest Staff**

T. Nugent N. Norton R. Manuel S. Hintz L. Russell

M. Posing A. Saxton C. Koerner

M. Powell D. Washington

M. Smith Caroline Portlock

1. **Call to Order:** Committee Chair called the meeting to order at 10:04 am.
2. **Public Comment:** None
3. **Action:** 
   1. Recommend the approval of the February 10, 2021 Minutes (*Attachment A)* **Motion to Approve Moved: T. Nugent Seconded: M. Posing Motion Carried**
   2. Recommend the approval to award the Comprehensive Compensation & Benefits Survey and Report contract. *(Attachment B).*

Workforce Development committee reviewed the two proposals received for the Comprehensive Compensation & Benefits Survey Request for Proposal. Thomas P. Miller and EMSI submitted proposals. The committee went over the scoring tool and evaluated the proposals. After much discussion, the Committee is requesting additional information from each proposal. The Committee is seeking clarification on the below items.

* + 1. Where will you pull the wage data from? What is your data source?
    2. What is the date of the wage data to ensure data us the most recent data available?

After each organization responds, the Committee will complete their scoring evaluations & return to L. Russell. The evaluations will be tabulated and presented to the Executive Committee. The Executive Committee will award the contract.

1. Other Business: None
2. Adjournment: **Motion to Adjourn. Moved: T. Nugent Seconded: M. Posing. Motion approved. Meeting ended at 11:05 am**