



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:

<https://workforceboard.my.webex.com/workforceboard.my/j.php?MTID=m5fe87ab3afda84a5bce4cfc08c3f6bc6>

Meeting number: 1824 07 5038

Password: bPce3vvQj36 (27233887 from phones)

Join by phone: 415-655-0001

Access code: 1824 07 5038

### Minutes

Present	Webex	Absent	Absent	Guest	Staff
A. Turner	A. Dontz	B. Anderson	M. Kelley	D. Washington	L. Russell
M. Boyd	K. Peterson	T. Salgado	T. Graves	M. Posing	A. Rzasz
S. Franco	N. Norton	G. Richard	S. Magruder	A. Saxton	K. Bessette
B. Hinrichs	M. Borchers	T. Nemeth	L. Copes	S. Hintze	C. Koerner
H. Bond	L. Brown	Mike Smith	S. Erschen	Michelle Smith	
R. Manuel	Dr. J. Mitchell	M. Powell			
	C. Van Yperen				
	D. Kinsella				
	E. Murphy- Frobish				
	M. Wolf				

- I. **Call to Order:** Meeting was called to order by the Chair at 9:04 am
- II. **Public Comment:** None
- III. **ACTION Items:**
  - A. Recommend the approval of the March 16, 2021 minutes (*Attachment A*) **Motion to approve the minutes. Moved: S. Franco, Seconded H. Bond. Motion Carried**
  - B. Recommend the approval of the PY21 Board & committee schedule (*Attachment B*) **Motion to approve the schedule as presented. Moved: B. Hinrichs, Seconded A. Dontz. Motion Carried**
  - C. Nomination Committee recommend the approval of the following slate of officers starting July 1, 2021 (*Attachment C*). **Motion to approve the slate of officers. Moved: B. Hinrichs, Seconded S. Franco Motion Carried**
  - D. Executive Committee recommends the approval of the Workforce Board cell phone policy for Workforce Board staff (*Attachment D*). **Motion to approve the Workforce Board cell phone policy as presented for Workforce Board staff: Moved: Dr. J. Mitchell, Seconded N. Norton. Motion Carried**
  - E. Executive Committee recommends the approval of revised local policy: Priority of Service Policy. (*Attachment E*). L. Russell discussed the revisions to the policy was removing the table which figured the 200% lower living standard income level (LLSIL) and replaced it with a sentence stating the Workforce Board Director will provide the LLSIL table and numbers to all required parties parties/contractors after reviewing the guidelines from DCEO. With this change, the policy will not need to be submitted to the Workforce Board yearly for approval since the LLSIL is updated annually. No other changes were

made to the policy. **Motion to approve the revised Priority of Service policy Moved: H. Bond, Seconded Dr. J. Mitchell. Motion Carried**

- F. Executive Committee recommends the approval of PY21 workforce area budget, service provider contracts renewal, and service provider allocations delineated in *Attachment F*. These service provider contract renewals are listed below. L. Russell presented the PY21 workforce area budget which reflects a loss of \$338,467 or -15.66%. As part of the budget presentation, service provider allocations were presented with a recommendation to renew all contracts. **Motion to approve as presented. Moved: H. Bond, Seconded S. Franco. Abstain: Dr. J. Mitchell. Motion Carried**
1. Adult, Dislocated Worker, & Youth service provider contract renewal
    - a. Kankakee Community College: Kankakee & Livingston Counties
    - b. Joliet Junior College: Grundy County
  2. One Stop Operator Contract of \$15,000 to Kankakee Community College(*Attachment F*)
- G. Program Operations Committee recommends the approval to provide the Executive Director the authority to award any PY20 contractor's Adult, Dislocated Worker and Youth funds that are unexpended in their contracts as of June 30, 2020 (carry forward funds) to the County which it was originally allocated. **Motion to approve as presented. Moved: H. Bond, Seconded B. Hinrichs.**

#### IV. Reports:

##### A. Program Operations Committee

1. Fiscal Report (*Attachment G*). C. Koerner presented the Fiscal reports and there are no concerns at this time. We are projected to meet all the fiscal requirements including the 80% obligation rate, 50% training expenditure rate for adult/dislocated worker & 20% expended on youth work based learning requirement. C. Koerner stated that DCEO fiscal monitoring was completed ^ there were no fiscal findings this year.
1. Enrollment (*Attachment H*). L. Russell went over enrollment numbers including numbers of individuals who use resource room/basic career services.
  - a. Business Leadership Award press releases: The Business Leadership Awards were presented to all three companies ( Lyondell, Manpower, & CSL Behring)) and press releases were released.
  - b. Workforce Services Office/Partner Updates: Each workforce services have an update.
  - c. Workforce Availability Discussion: Discussion centered lack of available workforce for employers. L. Russell will be watching what happens with states that have ended the additional federal UI to see if those states workforce availability changes with individuals returning to the workforce. Locally, our offices will continue to promote open positions & training opportunities.
2. Dresden Closure Update. There is an energy bill being negotiated within the state legislature to keep Dresden & Bryon nuclear plants open. The nuclear section of the energy bill has been agreed to but other parts such as coal plants are still a work in progress & holding up approval of the bill. We will continue to monitor since Exelon has officially announced closing date for this fall.
3. One Stop Update
  - a. MOU: PY21 MOY has been agreed upon & we are waiting signatures from all partners,
  - b. Service Integration projects. Projects were extended to December 31, 2021.
4. Grant Updates
  - a. Emergency Assistance (1E) grant application: L. Russell submitted a 1E grant application to DCEO for additional outreach to help individuals return to workforce, outreach/marketing training, and to conduct an

employer wage & benefits analysis for our workforce area & including Will County. The application was approved for \$185,160. Due to the importance of the employer wage survey, L. Russell is recommending to the Board a motion to releases a Request for Proposal for an employer wage & benefit survey after grant is executed in order for this project to start this summer. **Motion to approve the Workforce Board release an employer wage & benefit request for proposal not to exceed \$60,000. Moved: H. Bond, Seconded B. Hinrichs. Motion carried.**

- b. Charitable Trust Grant Application Update. Workforce Board submitted a grant application for \$25,000 to cover “soft skills’ job readiness” training for high school students. . L. Russell received notice that we made past the 1<sup>st</sup> round but unfortunately we were not awarded the grant.

IV. **Old Business:** None

V. **New Business:** None

VI. **Adjournment: Motion to Adjourn at 10:15 am: Moved: H. Bond, Seconded: Dr. J. Mitchell. Motion Carried**