



Workforce Board Meeting
Workforce Board office
200 E. Court Street, Suite, Suite 506, Kankakee, IL
September 14, 2021 at 9 am

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=mac11b57e79eb59c64ac747f8e48c6278>

Meeting number: 182 454 7146 Password: GFvp7Y2mm5U (43877926 from phones)

Join by phone: 415-655-0001 Access code: 1824547146 Phone Password: 43877926

Minutes

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

- I. **Call to Order:** Meeting was called to order by the Chair at 9:03 am
- II. **Public Comment:** None
- III. **ACTION Items:**
 - A. Recommend the approval of the June 15, 2021 minutes (*Attachment A*).
Motion to approve the minutes. Moved: H. Bone, Seconded L. Brown. Motion Carried
- IV. **Reports:**
 - A. Program Operations Committee
 - 1. Fiscal Report (*Attachment B*): C. Koerner presented the PY20 yearend fiscal reports. We are 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.
 - 2. PY20 Year End Enrollment (*Attachment C*) L. Russell presented the year enrollment report numbers as delineated in the report which reflects a total of 636 individuals enrolled across our 3 counties. This an increase of 93 individuals compared to last program year which is amazing considering we are still in the middle of a pandemic. In addition, more individuals are in training than the previous year. L. Russell also pointed out to the number who used Workforce Services which isn't counted as part of the 636 which for PY20 is 4,617.

- a. Workforce Services Office/Partner Updates: Each office presented updates.
Grundy County: Procter & Gamble is opening a distribution center in Morris & is working with employer on recruiting. Local #63 is using facility for Work Keys testing. Office is working with Morris Hospital for CNA recruitment & possible upskilling current staff. Focusing on outreaching to serve dislocated & youth.

Livingston County: Finished a year end newsletter that was posted on social media & sent via eblast. Staff have been working on youth paid work experience & youth recruitment. In addition, staff is focusing outreach to serve dislocated workers.

Kankakee County: Office is hosting weekly job fairs by industry. The September 10th job fair had 5 employers & very few individuals attend so will be working on marketing in future. Office is working on youth paid work experience program. Office is focusing on outreach to dislocated workers,

- i. Workforce Services office personnel updates: Grundy Workforce Services manager resigned last month so the position will be posted in the future. Kankakee Workforce Services Director Dr. Dana Washington is retiring at the end of the year so the position is posted.
 - ii. State Policy: Demand Occupation List: L. Russell stated that the state has changed the demand occupation list policy. As such, training programs that WIOA funds could previously fund are no longer an allowable cost. For example, respiratory therapy is not a demand occupation per the list which means WIOA can no longer fund. Other examples are the Process Operator at Joliet Junior College, or any training program that would lead to Executive Assistant. The Workforce Partners of Metro Chicago is submitting an appeal to add this occupations back to the list.
 - iii. MOU Update: PY21 MOU is fully executed by all partners
3. Workforce Availability/Job Fair Discussion: Workforce Board, Economic Alliance, & KCC hosted a job fair in August. There was great turnout from employers with approximately 30 employers. However, job seekers turnout was lower than expected with approximately 30 individuals. Thanks to our IDES partner who did eblast the flier to over 21,000 individuals.
4. American Rescue Act Funds: Livingston County released Community Response for Proposals. L. Russell is reviewing & will work with the GLCEDC/Livingston Workforce Services to submit a proposal.
5. Grant Updates
- a. Service Integration: Still working on this project
 - b. 1E Emergency Assistance (1E) grant application. Grant application was approved for \$185,160. Scope of work includes the addition staff time to connect dislocated works to services, marketing training , and employer wage & benefit survey.
 - c. National Dislocated Worker Employment Recovery Grant: Grant is progressing but recruiting dislocated workers is tough.

B. Workforce Development

1. Dresden Update: The energy bill to keep Dresden open passed the Illinois House & Senate. The Governor is expected to sign the bill.
2. Employer Wage & Benefit Survey (*Attachment D*): As you can see from the attachment, there were 2 proposals received from the RFP. The Executive Committee approved awarding the contract to Thomas P. Miller & Associates. Timeline is complete & present at December Board meeting.

IV. Old Business

V. New Business

- VI. Adjournment:** Motion to Adjourn at 10:00 am: Moved: B. Anderson, Seconded: N. Norton.
Motion Carried