



Grundy Livingston Kankakee Workforce Board
Program Operations Committee
Workforce Board Office
200 E. Court Street, Suite 506
May 3, 2022 10:00 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=mb4c160be4069e58ef1838177795fbf32>

Meeting number: 182 987 8495

Password: ycPYgPA9x92

Join by phone: 415-655-0001

Phone Access code: 182 987 8495

Phone Password: 92794729

Minutes

Present

L. Brown M. Lowe
H. Bond G. Richard
T. Salgado M. Barton
M. Posing T. Nemeth

Absent

S. Erschen

Staff

L. Russell
C. Koerner
A. Rzasa

I. Call to Order: Meeting was called to order at 10:05 am.

II. Public Comment: None

III. ACTION ITEMS:

- a) Recommend the approval of the Program Operations Committee February 1, 2022 Minutes (*Attachment A*) **Motion was made to approve the February 1, 2022 minutes. Moved: H. Bond, Seconded: G. Richard. Motion Carried**
- b) Recommend to approve to recertify the Kankakee Community College training programs as listed on *Attachment B*. **Motion was made to approve the Kankakee Community College training programs as presented in the attachment. Moved: H. Bond, Seconded: G. Richard. Motion Carried. Abstain: M. Posing, M. Lowe**

IV. Reports

a) Reports

1. Fiscal Reports (*Attachment C*). C. Koerner presented the fiscal reports for the PY21 program year. There are no concerns at this time. The fiscal year reports are through 03/31/2022.
 - a. WIOA Allocations: DOL released the states WIOA allocation which had a 9% reduction. As such, L. Russell expects locally to see reduced funding for the upcoming program year.
 - b. 1E Grant Application: L. Russell is working on a grant application to fund an incumbent worker training project for Morris Hospital. Morris Hospital is upgrading a single electronic health system instead of having multiple systems. As such, all employees will need to be trained.
2. Program Updates
 - a. Enrollment Report (*Attachment D*) L. Russell went over enrollment reports
 - b. Workforce Services offices/Partner updates. Each office provided an update. IDES, DRS, & Adult Education provided updates on their respective programs.
 - i. DCEO Monitoring: May 2 – 6: DCEO is currently monitoring our area for program & fiscal compliance.
 - ii. Trade Fair Event update: The trades virtual career fair was held in March for Southern Cook County & Kankakee County. There were 229 attending with approximately 50 from Kankakee County.
 - iii. Grundy County Job Crawl: The job crawl is set for May 18th with 26 employers registered.

There will be 10 employer onsite at the Grundy Workforce Services office. This is in partnership with GEDC, Grundy Workforce Services, & Grundy County Chamber. As such, all organizations are currently marketing the event.

- iv. Livingston Job Fair: May 12th : Currently there are 15 employers registered & marketing the vent
- v. Community Workforce Programs
 - i. Representative Haas Job Fair: April 20th
 - ii. Youth Sumer Programs: KCCSI, City of Kankakee, GEDEC Summer Intern Program
 - iii. GLCEDC Prairie Central School District Senior/Employer Tours
- c. One Stop
 - i. One Stop Operator RFP Update: The Workforce Board released the one stop operator request for proposal in March. Proposals were due April 21st. The RFP went out to 35 organizations, posted on workforce board website, & a legal notice was published in The Daily Journal. There was one (1) proposal received from Kankakee Community College. The One Stop Operator evaluation is meeting to review proposal to present its recommendation at the June Workforce Board meeting.
 - ii. MOU: Next year's MOU budget has been approved. L. Russell is working on getting the required MOU paperwork to partners for signature.
3. Livingston County American Rescue Plan Funds Grant Update: Paramedic training program started April 1st with 5 individuals which is the number of openings approved as part of the grant. The EMT training class was supposed to start May 1st but is being pushed back to August due to low enrollment. The class needs 8 individuals to start the class but only 3 individuals expressed interest. Livingston Workforce Services had 22 individuals contact them about the program but only 3 followed through.

II. Old Business: None

III. New Business: None

IV. Adjournment **Motion to adjourn at 11:05 am by H. Bond & G. Richard**