



Meeting will be held at the below locations.

Workforce Board office
200 E. Court Street, Suite, Suite 506
Kankakee, IL

Grundy Workforce Services
725 School Street
Morris, IL

| | | Minutes | | |
|-------------|---------------------------|--------------------|-------------|--------------|
| | | Absent | | Staff |
| S. Erschen | Present H. Bond | A. Dontz | S. Magruder | L. Russell |
| N. Norton | G. Richard | S. Franco | T. Graves | C. Koerner |
| R. Manuel | C. Van Yperen | M. Powell | T. Nemeth | |
| Dr. M. Boyd | B. Anderson | K. Peterson | M. Borchert | |
| G. Beglau | A. Turner | M. Kelley | L. Copes | |
| J. Jensen | Dr. C. Namuo | E. Murphy- Frobish | | |
| T. Salgado | M. Gerrish | | | |

I. Call to Order: Meeting was called to order at 9:10 am.

II. Public Comment: None

III. Welcome: Mike Gerrish: New Workforce Board Member

IV. ACTION Items:

A. Recommend the approval of the September 5, 2023 minutes (*Attachment A*) **Motion to approve the minutes. Moved: H. Bond, Seconded: G. Richard. Motion carried.**

B. Recommend the approval to hire Chumra Economics & Analytics to perform a labor shed analysis not to exceed \$19,500. (*Attachment B*) **Motion to approve as presented. Moved: H. Bond, Seconded: R. Manuel. Motion carried. Abstain: S. Erschen**

V. Discussion

A. Reports

1. PY23 Fiscal Reports (*Attachment C*). C. Koerner went over the fiscal reports for expenditures through October 31, 2023. The Livingston youth contract has a 0% work based learning expenditure rate but we are not concerned since its early in the year and youth are projected to start work early 2024.
2. Enrollment Report (*Attachment D*). L. Russell went over enrollment report numbers and no concerns at this time. In addition, she presented the PY22 ITA Provider report which lists by training provider the amount of funds expended and the number of people who attended in PY22 (July 12, 2022 – June 30, 2023). Overall, the workforce area expended \$585,665 in training for 178 individuals.
3. Executive Director Report
 - a. Youth RFP update: The youth request for proposal was released in September. In October a youth bidder's conference was held with 6 organizations attending. Proposals are due in January. If you are interested

in serving on the evaluation team, please contact L. Russell.

- b. Supplemental Funds: The workforce area received \$120,914 in State of Illinois General Revenue funds for workforce training. Locally, we are using the funds to continue to connect the Hispanic population to the workforce system, outreach kiosks, and flexibility in the current system. We are still waiting on the grant agreement so start date will probably be in January with an end date of June 30, 2024.
 - c. Executive Assistant Search: The position has been posted and looking for any referrals. L. Russell is hoping to have a person start in the New Year.
 - d. High School Guidance Counselor tours. The high school guidance counselors were a success and the attached report summarizes the events. All three counties had every school district attend. Thank you to KACC, GAVC, LACC, Manpower, Grundy Workforce Services, Livingston Workforce Services, & Economic Alliance for your help in planning these events.
 - e. Motion: Workforce Update: L. Russell is continuing to work with Motion on workforce & hiring.
4. Upcoming Projects
- a. Regional & local plans. L. Russell will be working on the regional & locals which are required by WIOA. The plans are to post for public comment in the middle of February.
 - b. Kankakee Workforce Services one stop service integration self-assessment. L. Russell will be working with the one stop partners on completing the required one stop service integration self-assessment which is a requirement of the local plan.
 - c. MOU: MOU negotiations for the PY24 fiscal year begin soon so L. Russell will be working with partners on the MOU in the future.
 - d. Employer workshop: Unfortunately, this project is getting postponed till a later date.
 - e. Job crawl: L. Russell is brainstorming if this is a future spring project.
- B. Workforce Services office & partner updates: The Workforce Services office & partners provided updates.
- C. Workforce Board member updates: Dr. Namuo provide an updated on the successful 12x12x12 initiative at Joliet Junior College. KCC President Dr. Boyd stated there is an increase in non-English speaking enrollment in the K-12 system. There needs to be a community wide approach to ESL classes or the creation of an English Language Institute.

IV. **Old Business:** None

V. **New Business:** None

VI. **Adjournment: Move to adjourn at 10:10 am. Moved: B. Anderson Seconded: G. Beglau. Motion carried.**