



Workforce Board Meeting
Workforce Board office
200 E. Court Street, Suite 506, Kankakee, IL
March 5, 2024, at 9 a.m.

Minutes

Present

S. Erschen Dr. C. Namuo
T. Nemeth G. Richard
M. Kelley T. Graves
Dr. M. Boyd B. Anderson
G. Beglau A. Turner
J. Jensen M. Powell
T. Salgado M. Gerrish
N. Norton E. Murphy-Frobish
C. Van Yperen

Absent

A. Dontz
S. Franco
K. Peterson
R. Manuel
M. Borchert
L. Copes
S. Magruder
H. Bond

Staff

L. Russell
C. Koerner
B. Peña

I. Call to Order: Meeting was called to order at 9:03 a.m.

II. Public Comment: None

III. ACTION Items:

A. Recommend the approval of the December 5, 2023 minutes (*Attachment A*). **Motion to Approve. Moved: Dr. M. Boyd, Seconded: B. Anderson. Motion carried.**

B. Youth RFPs Evaluation Committee recommends awarding Title I workforce services youth contracts to start July 1, 2024 to below organizations (*Attachment B*)

1. Kankakee Community College: Kankakee & Livingston Counties
2. Joliet Junior College: Grundy County

Recommend the approval to award youth contracts for the two proposals with the highest scores; the Kankakee Community College which covers Kankakee & Livingston Counties and Joliet Junior College which serves Grundy County. Their contracts start July 1, 2024 (*Attachment B*). **Motion to Approve. Moved: B. Anderson, Seconded: E. Murphy-Frobish. Motion carried. Abstain: Dr. M. Boyd and S. Erschen**

IV. Discussion

A. Reports

1. PY23 Fiscal Reports (*Attachment C*). C. Koerner went over the fiscal reports for expenditures through January 31, 2024. He explained that grants expenditures for Kankakee, Grundy, and Livingston Counties have been lower than usual with Kankakee County expending 45% on dislocated worker (DW) and 36% on adult worker (AW), Grundy expend 28% on DW and 30% on AW, while Livingston expend 31% on DW and 36% on AW. Currently, KCC Youth expenditures are at 67%, JJC is at 53%, and Livingston is at 39%.

Although it is important to mention that Grundy and Kankakee are doing fine on Youth client payroll, but Livingston is extremely low. We held a meeting with all providers to talk about the low grants' expenditures and learned that the problem was that training providers were struggling with staffing issues during the first quarter due to their financial limitations. We are not too concerned about the low grants' expenditures because we believe that with additional staff support and spring semester bills coming in, training providers will get back on track.

2. Program Operations Committee.

- a. A. Rzasas states that JJC's team has been busy promoting the college's grants to organizations like the Grundy County Drug Court, the Grundy County Health Department, and community organizations. Providing workshops that focus on resume building, interviewing, and budgeting. Besides the workshops to assist adults, dislocated workers, and youth, they have been setting up kiosks. They are promoting two summer courses (Communications 101 & an Entrepreneurial class) in addition to 10+ Fall Courses and continue with discussions about course developing. She mentioned that Adecco laid off 145 employees, so between her and L. Russell organized a quick response workshop. L. Russell shared that Adecco was kind enough to provide employees' contact information, but workforce was not allowed to offer orientation for affected employees on site, so the quick response workshop was provided for them at the Grundy public library on February 14, 2024, but unfortunately only 8 employees attended. About 40% of those affected individuals are from Grundy County, while the majority commuted from southern counties and Chicago. A. Rzasas said that to further assist affected employees, a job fair has been scheduled for March 14, 2024, and she plans to continue contacting affected employees to help them with their job search.
 - b. A. Saxton stated that she is happy to share that they have hired a new Career Planner. They are in the process of hiring an Assistant Director. They are working on upgrading their system. She mentioned that her office has been busy organizing job fairs for both Kankakee and Livingston. At Kankakee a job fair will take place on March 12, 2024, and the Spring fair will be on April 11, 2024. She communicated that in Livingston, on March 12, an event has been organized to provide referrals for individuals with disabilities. On April 24, 2024, a job fair will take place. Additionally, they are organizing workshops for the next three months and continue to look for ways to improve their programs and services as well.
 - c. L. Russell provided information about the Livingston ARPA (American Rescue Plan Act) grant that expired on December 31, 2023. She was proud of the partnership with Livingston County as they expend almost 80% of those funds and she thanked Trisha from the Livingston office for the infographic showing the outcome as 9 out of the 10 people that were served are employed through that program. The report was provided to the County.
3. Labor Shed Analysis: L. Russell talked about meeting with all partners who work diligently in the development of a plan for improvement. The workforce development committee hired Chumra to do a labor shed. Chumra is currently

on a three-month contract with the Workforce. There will be a set of meetings scheduled for March, April, and May before they submit the final report at the June 4th meeting.

4. Executive Director Report

- a. As everyone might be aware, WIOA requires the development of regional and local plans, so L. Russell has been busy working on that. She stated that the information has been posted on the Workforce website (www.glkwb.com) for anyone interested in review it.
- b. JTED NOFO Grant Proposal. L. Russell stated that the proposal for a two-year grant for \$549 and change is meant to assist Kankakee High School students with ESL needs. This started as Dr. Boyd commented on the need of Kankakee High School students to receive ESL assistance. The proposal focuses on youth career pathways of IT and Manufacturing industries. The grant start date is April 1, 2024. There is no certainty that the grant will be received.
- c. Gotion Update: L. Russell talked about the Fast Track NOFO \$5,200,000 to assist Gotion for five and a half years. It is due to the state March 11, 2024. She discussed that this grant is specifically to be used for workforce training and the information about the grant is clearly written in detail on the budget she has developed. She also stated that the company has had three job fairs and plans to hire 200 employees by the end of the year. She plans to request a special board meeting in April to release the RFP, so an evaluation team can review it and find a training provider before we hear from DCEO.

IV. Old Business: None

V. New Business: None

VI. Adjournment: Move to adjourn at 9:38 a.m. Moved: B. Anderson, Seconded: Dr. M. Boyd. Motion carried.