

# Lake County Workforce Investment Board

## Meeting Minutes

**Thursday, April 23, 2015 -- 8:00 AM**

**Lake County Federation of Teachers Hall; 248 Ambrogio Dr.; Gurnee, IL 60031**

**Present:** Jack Borders, Sam Cade, Timothy Dempsey, Tony Figueroa, Emily Garrity, Jennifer Harris, Sue Huwe, Dennis Kessler, Noelle Kischer-Lepper, Todd Mundorf, Audrey Nixon, Ali O'Brien, Carlotta Roman, Arlene Santos-George, Jennifer Serino Stasch, Patrick Statter, Michael Stevens, Karen Stoneman, Andrew Warrington, Jerry Weber, Roycealee Wood

**Absent:** Kurt Beier, Jack Borre, Greg Burns, Chris Hammerlund, Halina Krajcer, Kristi Long, Maria Martinez-McKinley, Edward Melton, Pete Olson, Bonnie Schirato, Victoria Schofield, Ann Willits

**Staff:** Gary Gibson, Bethany Williams, Jennifer Everett, Demar Harris, Sondra Haney, Claudia Uribe

### **I. Call to Order**

Upon a motion and second, Member Dempsey was elected Chairman Pro Tem. Member Dempsey called the meeting to order at 8:05am.

### **II. Approval of minutes**

Upon a motion by Member Nixon, which was seconded by Member Kessler, the minutes were approved by a vote of the board.

### **III. Public Comment**

None.

### **IV. Chairman's Report**

1. Illinois Workforce Partnership Award Winner – James Cannon  
The WIB would like to offer congratulations to James Cannon, winner of the Illinois Workforce Partnership Award for Individual Achievement. Mr. Cannon came to the Job Center while facing challenging circumstances during unemployment. He worked with staff to identify a career goal, completed truck driving training and is successfully employed. He received his award at the Governor's Mansion in Springfield on April 9. DCEO Director Jim Schultz helped to present the award.
2. 2014 Annual Report  
The Annual Report is available online or in print. Contact Bethany Williams if you need more copies.
3. Training Provider Accountability Presentations

The session, which will feature training providers in the healthcare field will be Wednesday, April 29<sup>th</sup> from 8:30 – 10:00am at the Lake County Central Permit Facility.

**V. Presentations**

None.

**VI. Old Business**

None.

**VII. New Business**

4. Election of Officers for 2015-2016

The Nominating Committee talked with two potential candidates for the role of Vice Chair and is suggesting Bonnie Schirato for Chair and Jennifer Harris as Vice Chair. Member Dempsey asked for any additional nominations from the membership three times. No further nominations were offered. Member Nixon made a motion to approve the slate as suggested by the Nominating Committee, which was seconded by Member Kessler and approved by a vote of the Board. Several members offered their congratulations for Vice Chair Elect Harris.

**VIII. Committee Reports**

5. Marketing & Employer Linkages Committee

Gary Gibson gave an overview of the Committee Reports.

6. Youth Council

Gary Gibson gave an overview of the Committee Reports.

7. Executive Committee

Gary Gibson gave an overview of the Committee Reports.

**IX. Staff Report – Information only**

8. NAWB Update

NAWB is awarding Senator Mark Kirk, among other legislators, an award for his work in the development and passage of the Workforce Innovation and Opportunity Act.

9. Lake County Partners LCP Update

Member Stevens shared that Business Intelligence Analyst Catherine Hesser has joined the team. She is in training and will be connecting with WIB and Workforce staff. LCP is entering into a contract with Sales University to increase the number of calls out to businesses to set initial appointments. As a general update on the Lake County economic landscape, Member Stevens shared that the industrial vacancy rate is at 8.4%, the office vacancy rate is up 3% (mainly due to the Motorola vacancy), and the retail vacancy rate is down 1.5%. CDW has made a commitment to stay in Illinois, rather than

moving to Wisconsin. Medline is expanding in to Lincolnshire, and BaxAlta, the spinoff of Baxter is going to be based in Banockburn.

10. Governor Rauner visit to Waukegan

Several WIB Members were able to attend the event with Governor Rauner on April 7th at the Genesee Theater. Lake County Partners appreciates the support of the WIB in making the event a success.

11. Renewal of Youth Contracts for 2015-2016

Because the amount of the PY 2015 allocations are not yet known, and DCEO will be putting out new guidance in the coming weeks, the Youth Council will hold a special meeting to consider the renewals of youth program contracts on Tuesday, May 12, 2015 at 4:00pm at the Job Center of Lake County in Waukegan.

12. Business Services Contract with Lake County Partners

As the contract with Lake County Partners approaches a renewal period, staff Gary Gibson led a discussion about a new set of goals and outcomes. He presented a matrix of potential focus areas and deliverables, which the Board discussed. Comments included trying to tighten up the gap for dislocated workers so that employers are recruiting directly at layoff events, supporting companies through growth and downsizing to limit gaps in employment for workers, the need to increase the target list and increase volume of attempted connections to yield actual connections, consider hosting a Talent Forum to get employers talking about their talent related issues, also consider small focus groups of employers to have intimate conversations about their needs. Kevin Considine will share the LCP survey with the Board Members. The group agreed to create a task force to determine appropriate deliverables and metrics. The task force will include Jennifer Harris, Andrew Warrington and Jerry Weber.

13. Youth Program Survey and Development of a State of the Youth Report

Bethany Williams shared presented a survey, which is being circulated to a list of community and education partners. The results will be compiled with a demographic profile of Lake County youth and compiled in a State of the Youth report. Bethany Williams will share the link to the survey as well as an example of a similar report from Will County with the members of the Council. Members should feel free to share the link with any other partner organizations.

14. 2015 Summer Youth Employment Program

Jennifer Everett shared that there were more than 800 applications and staff have been meeting with applicants and their families to review eligibility. There are 17 signed worksite agreements, three of which are new. Four WIB members will be working with youth in their offices this summer as part of a pilot program with private sector worksites. The program will begin June 15 and is targeted to run for 7 weeks.

15. Workforce Innovation and Opportunity Act (WIOA) Update.

Gary Gibson reviewed the WIOA transition work plan matrix and highlighted four priority areas of activity. First, in order to be designated as a workforce area Lake County will need to submit a form to DCEO. Gary has been providing feedback to DCEO on the draft form, which he expects to be finalized soon. Because of our historical performance and strong fiscal management, submitting the signed form will be the only step necessary to continue our status as a local area. DCEO is also working on guidelines for Board composition. Staff have developed a few scenarios that would meet the guidelines in the federal law, but the Governor may add additional required members. We will wait for final policy guidance from DCEO before making any changes to composition, but the deadline for compliance has shifted to September 30, 2015. Youth services contracts that will go into effect on July 1, 2105 will need to reflect the new requirements for work experience and the balance of in-school and out-of-school expenditures. Staff are working with the contractors to make sure they understand these requirements and are prepared to enter final contract negotiations as soon as the youth allocation is received. Lastly, while the initial guidance indicated that the WIB would need to procure a one-stop operator by July 1, 2015, new guidance from DOL has pushed that deadline back to July 1, 2017. DOL has issued a set of online planning tools, which staff and WIB members will be utilizing in the coming weeks to help further refine the transition plan.

16. Establishment of Task Force on School Engagement

Gary Gibson discussed the need to bring career and technical education opportunities back into high schools. He shared that Joanne Hughes from the Lake County Tech Campus High School talked about an opportunity to participate in an upcoming meeting with all area high school guidance counselors to discuss career pathways on April 29th.

17. Upcoming CLC Job Market Place Job Fair

Sylvia Johnson from College of Lake County's Office of Career and Placement shared that the Annual Job Marketplace job fair will take place on May 21, 2015 from 1:00 - 5:00pm. Over 80 employers will be participating.

18. Assignment to Board

None.

19. Other Discussion Items

None.

**X. Next Meeting – June 25, 2015**

**XI. Adjournment**

Upon a motion by Member Weber, which was seconded by Member Warrington, the meeting adjourned at 9:28am.