

Lake County Workforce Investment Board
Meeting Minutes
Thursday, September 24, 2015 - 8:00 AM
Waukegan City Hall, Council Chambers - 2nd Floor
100 N. Martin Luther King, Jr. Drive, Waukegan, IL

Present: Sam Cade, Laura Crivlare, Chris Hammerlund, Jennifer Harris, Sue Huwe, Dennis Kessler, Noelle Kischer-Lepper, Todd Mundorf, Audrey Nixon, Ali O'Brien, Pete Olson, Carlotta Roman, Arlene Santos-George, Bonnie Schirato, Jennifer Serino Stasch, Michael Stevens, Karen Stoneman, Andrew Warrington, Roycealee Wood

Absent: Kurt Beier, Jack Borre, Greg Burns, Timothy Dempsey, Tony Figueroa, Emily Garrity, Halina Krajcer, Kristi Long, Maria Martinez-McKinley, Edward Melton, Victoria Schofield, Patrick Statter, Jerry Weber, Ann Willits

Staff: Gary Gibson, Bethany Williams, Jennifer Everett, Demar Harris, , Diane Luosa
Maria Ruiz

I. Call to Order

Chair Schirato called the meeting to order at 8:10am.

II. Approval of minutes

Member Kischer-Lepper made a motion to approve the June 2015 minutes, which was seconded by Member Kessler and approved by a vote of the Board.

III. Public Comment

Mayor Wayne Motley of welcomed the Workforce Investment Board to the City of Waukegan.

IV. Chairman's Report

None.

V. Presentations

None.

VI. Old Business

None.

VII. New Business

1. Approval of By-Law Modifications
 - Gary Gibson reviewed the updates to the Bylaws. Member Serino Stasch asked about the language in the Youth Council section that clarifies that non-Board

member Council members are still full voting members of the Council and suggested that that language be added to the descriptions of each committee.

- Member Harris made a motion to approve an amendment as described by Member Serino Stasch. Member Stevens seconded the motion, which was approved by a vote of the Board.
- Member Kessler made a motion to approve the updates to the Bylaws as amended, which was seconded by Member Mundorf and approved by a vote of the Board.

VIII. Committee Reports

2. One Stop Systems Committee
Gary Gibson shared an update on the activities of the Committee.
3. Marketing & Employer Linkages Committee
Gary Gibson shared an update on the activities of the Committee.
4. Youth Council
Gary Gibson shared an update on the activities of the Council.

IX. Staff Report – Information only

5. NAWB Update
None.
6. Lake County Partners Update
Member Stevens shared an update on economic development activity and shared that the biggest opportunities are coming from Cook County. LCP is working with municipal economic development staff on a quarterly basis and will participating with them in an upcoming Shopping Center Convention in October.

Member Serino shared an update on the Business Outreach partnership between Workforce Development and Lake County Partners. There have been 70 visits so far, which are mostly concentrated in the manufacturing sector. Staff are working on developing a set of metrics to evaluate the performance of the partnership. Member Mundorf suggested looking at the percentages of hires based on resumes submitted for an open position. Member Stoneman suggested evaluating whether or not businesses repeatedly utilize workforce services. Member Kessler commented that this is the first time in his history with both organizations that the organizations have been able to collaborate this way. Member Warrington indicated that based in his experience and knowledge working on these issues here and in other places, he sees what is happening here as a best practice. Member O'Brien shared that even on an initial basis, the business intelligence gathered through this partnership is helping CLC to align programs.

7. Financial Update and Dashboard Report

Gary Gibson and Member Serino Stasch reviewed the Dashboard and Financial reports.

8. Grant Monitoring Update

Member Serino shared that several rounds of monitoring have recently been completed. In the most recent programmatic and fiscal monitoring by DCEO, three issues were found, but all were minor and were rectified immediately.

9. 2015 State of the Youth Report

Bethany Williams shared a presentation on the 2015 State of the Youth Report. Member Roman asked how we can better coordinate and make public all of the different types of youth programming activity that is available. Jennifer Everett shared that staff do work with a number of community based organizations and umbrella organizations to make connections across agencies and programs, but more can always be done. Several Board Members commented on the Report being a positive accomplishment for the Board.

10. 2015 Summer Youth Employment Program

Jennifer Everett shared an update on the 2015 Summer Youth Employment Program and indicated that youth worked in 34 different communities across the County.

11. Update on RFP for 2016-2017 Youth Services Provider Contracts

Bethany Williams shared information on how the 2015 State of the Youth Report is informing the RFP for 2016-2017 Youth Services Provider Contracts.

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

Gary Gibson shared that we are waiting for final notice of Board certification from DCEO. IDES has appointed a new Board Member. Laura Crivlare has been appointed to replace Jack Borders.

13. Policy Update

Gary Gibson shared the policy update summary table and indicated that the first round of policy updates will be ready for the October Executive Committee meeting and the November WIB meeting.

14. Program Evaluation Recommendations

Gary Gibson is looking to work with a group of Board Members, as well as the County's Performance Manager, to identify some performance metrics to evaluate on-the-job training programs, incumbent worker training programs and work experience programs. The performance results would be used to drive priorities and budgeting.

15. Update on website modifications

Gary Gibson shared that the County is working with a new content management system, which will provide a whole new Job Center website. The beta version of the website will be available in January 2016 and the new site will go live in March 2016.

16. Hiring of Veterans' Workshops

The Board was invited to the urban Edge Gallery to view the photography exhibit as part of the "Those Who Serve" program being conducted by Waukegan ArtWise. Staff will be holding two workshops focused on the hiring of veterans.

- Resume Review Session – session to be held on September 30th at the Waukegan Public Library in advance of a Veterans only Hiring Fair at Great Lake Training Center.
- Business – session at Waukegan Public Library on October 29th to focus on providing information for businesses about hiring of veterans.

17. Assignment to Board

Gary Gibson shared Board interest surveys to ask Board members to indicate their interest in working on particular committee or a particular issue before the Board.

X. Next Regular Meeting – November 19, 2015

XI. Adjournment

Upon a motion by Member O'Brien, which was seconded by Member Nixon, the meeting adjourned by 9:57am.