

Lake County Workforce Investment Board
Meeting Minutes
Thursday, January 28, 2016 -- 8:00 AM
Lake County Federation of Teachers Hall; 248 Ambrogio Dr.; Gurnee, IL

Present: Kurt Beier, Laura Crivlare, Tony Figueroa, Emily Garrity, Noelle Kischer-Lepper Pete Olson, Carlotta Roman, Arlene Santos-George, Bonnie Schirato, Jennifer Serino Stasch, Patrick Statter, Karen Stoneman, Andrew Warrington, Roycealee Wood

Absent: Jack Borre, Greg Burns, Sam Cade, Timothy Dempsey, Chris Hammerlund, Jennifer Harris, Sue Huwe, Dennis Kessler, Kristi Long, Edward Melton, Todd Mundorf, Audrey Nixon, Victoria Schofield, Michael Stevens, Jerry Weber

Staff: Gary Gibson, Bethany Williams, Jennifer Everett, Demar Harris

I. Call to Order

Chair Schirato called the meeting to order at 8:07am.

II. Approval of minutes

Upon a motion by Member Kischer-Lepper, which was seconded by Member Olsen, the minutes were approved by a vote of the Board.

III. Public Comment

Gary Gibson congratulated Chair Schirato because her son will complete his training to become a U. S. Marine today. The Board asked Chair Schirato to extend congratulations on behalf of the Board. There was no further public comment.

IV. Chairman's Report

None.

V. Presentations

WIOA Four-Year Local Plan Development

- As re Linda Kasier from TEC Services gave an update on the status of the local plan, what has been accomplished, what is left to do, emerging concepts and next steps.
- Member Roman asked about strategies to utilize the Village/City communications to increase awareness about our services.
- Member Serino pointed out that the concepts identified focus a lot on the system, but what is the role of the Board? The Board should probably take these concepts and do some strategic planning and then set some priorities. In Ms. Kaiser's opinion, there are several ideas: focusing more on employers, utilize the Youth Council to develop a menu of services, think about providing career information through the K-12 school system. There could be some foundations that would help to fund and support an outreach program for schools and discussed an example of outreach materials with Cook County middle schools. There are some industries that are big in Lake County that are not well represented in the Board.
- Member Statter shared the success of recent work with Mariano's that has led to hiring about 60 individuals.
- Member Roman wanted to share that there wasn't a lot of notice about the public meetings. If meetings are going to happen in late February, notice needs to go out as soon as possible.
- Member Schirato asked what is standing in the way of the integration? Why didn't it happen earlier? Ms. Kaiser shared that history has been a barrier. In this case, the act requires this collaboration, which may or may not have been happening to different extents.
- Member Santos-George shared that Adult Education is on board with working together and will be bring its plan to the Workforce Board in March, which will help to align those two partners.
- Member Warrington said that he feels that this Board was already working on integration of partners and services, but WIOA drives us to work harder and continue on that road.

- Member Beier asked if anyone has considered converting the Board to a 501c3? Member Warrington shared that the Board he sat on in Indianapolis was a non-profit and 20-30% of their funds were from Foundation funders.
- Member Santos-George asked about how do the Chambers of Commerce relate to this? There are relationships with the Chambers, but it is not an elevated strategy. Maybe there can be an opportunity to develop a strategy moving forward.
- Member Santos-George asked about the WIOA performance measures and how those will apply to Adult Education. Ms. Kaiser and Mr. Gibson shared that there is not yet clarity on how performance will be measured or what those targets are. Member Serino shared that all of the partners are in the same boat.

VI. Old Business

None.

VII. New Business

1. By-Law Amendments

- At the DCEO issued guidance on bylaw updates in December. Major changes include updates to the membership requirements of the Board, which align with the requirements of the Workforce Innovation and Opportunity Act (WIOA). In addition, there are now provisions in the bylaws to allow participation of a Board member in a meeting via technology as long as there is a quorum of members physically present in the room.
- Upon a motion by Member Olsen, seconded by Member Santos-George, the bylaws were approved by a vote of the Board.

2. Business Service Outreach Contract

- A summary on the Gary Gibson shared that the contract with Lake County Partners will expire on June 30, 2016. Staff is looking for Board approval to continue the contract for another year. The discussion about outcomes of the contract has led to discussions about metrics and performance. As Member Serino has presented at a previous meeting, there have been more than 100 meetings with businesses, that have led to the development with relationships with several businesses. Relationship building is proving to be a long-term process.
- Member Serino shared some examples of how the process is working with Little Lady Foods and GPI Prototype, both of which are using different workforce programs. The timeline of service has to accommodate the pace of the employer, but also have built in time to accommodate
- Member Statter raised a concern about having only one resource to provide these services and asked if there are other organizations that can
- Adult Program Manager Demar Harris shared that Workforce Development has been working with two different companies on On-the-Job Training programs, but have been working with several companies on recruiting and other needs, and more of the employers are educated on workforce systems.
- Member Stoneman shared that she sees the partnership as really synergistic. Lake County Partners has become much more strategic because of the workforce partnership, which makes the partnership more useful to employers.
- Member Roman shared that education and awareness is one of the major challenge for the workforce system. Early projects with employers will help open the doors to other employers, which will have a ripple effect.
- Member Garrity shared that the evolution in the partnership has been important and tracks with the economic development of the county.
- Member Statter made a motion to authorize staff to enter into negotiations to develop a new contract for business outreach services with Lake County Partners, which was seconded by Member Garrity and approved by a vote of the Board.

VIII. Committee Reports

3. One Stop System Committee

Gary Gibson briefly reviewed the activities of the Committee.

4. Marketing & Employer Linkages Committee
Gary Gibson briefly reviewed the activities of the Committee.
5. Youth Council
Gary Gibson briefly reviewed the activities of the Council.
6. Executive Committee
Gary Gibson briefly reviewed the activities of the Committee.

IX. Staff Report – Information only

7. NAWB Update
No update is available.
8. Lake County Partners Update
Kevin Considine shared that Little Lady Foods has two facilities—one in Elk Grove and one in Gurnee. The company was looking to invest \$10 million in one of the two facilities. LCP, Workforce Development, CLC and IMEC, the company decided to invest in their Gurnee location.
9. Financial Report
Member Serino gave an overview of the financial report, which was included in the agenda.
10. Youth Services Request for Proposal Update
Gary Gibson shared that the proposals have been received. Proposers have been interviewed and deliberations are now ongoing. The recommendation will go to the Youth Council, Executive Committee and Workforce Development Board in March.
11. Memorandum of Understanding Update (MOU)
Gary Gibson shared that in addition to the 4-year plan discussions with partners, we have also been having preliminary discussions about the MOU. The timeline for the MOU is unclear, based on state policy and federal guidelines.
12. WIOA Regional Plan Update
Gary Gibson shared that regional planning is beginning under state guidance. Member Serino Stasch is acting in a leadership capacity for the Title I partners in the region. DCEO is hosting a statewide summit on regional planning in Springfield in late February.
13. Assignment to Board
Chair Schirato asked that each Board Member respond to the Local Plan surveys and recruit others to respond as well.
14. Other Discussion Items

X. Next Regular Meeting – March 24, 2016

XI. Adjournment

Upon a motion by Member Statter, which was seconded by Member Warrington, the meeting adjourned at 9:38am.