

Lake County Workforce Investment Board
Meeting Minutes
Thursday, June 23, 2016 -- 8:00 AM
Lake County Federation of Teachers Hall; 248 Ambrogio Dr.; Gurnee, IL

Present: Greg Burns, Emily Garrity, Dennis Kessler, Noelle Kischer-Lepper, Pete Olson, Carlotta Roman, Arlene Santos-George, Bonnie Schirato, Jennifer Serino Stasch, Patrick Statter, Michael Stevens, Karen Stoneman, Andrew Warrington, Roycealee Wood

Absent: Kurt Beier, Jack Borre, Sam Cade, Laura Crivlare, Timothy Dempsey, Tony Figueroa, Chris Hammerlund, Jennifer Harris, James Harris, Sue Huwe, Kristi Long, Edward Melton, Todd Mundorf, Audrey Nixon, Jerry Weber,

I. Call to Order

Chairwoman Schirato called the meeting to order at 8:05 a.m.

II. Approval of minutes

Modifications were noted by Member Warrington on the IWIB Update. Motion by Member Warrington, seconded by Member Burns to accept the minutes as amended. Motion passed unanimously.

III. Pubic Comment

None

IV. Chairman's Report

Chairwoman Schirato expressed her thanks to the Board for allowing her to serve as Chairwoman for the past year. She wished everyone well in their future endeavors.

V. Presentations

Incoming Vice Chair, Andrew Warrington, read a Proclamation recognizing Chairwoman Bonnie Schirato for her service on the Lake County Workforce Development Board.

VI. Old Business

None

VII. New Business – Action Items

1. Approval of Memorandum of Understanding (MOU) for One Stop Center Operations – Action Item
Member Serino provided the Board with an overview of the Memorandum of Understanding for Operations at the Waukegan One Stop Center. She noted that all partners participated in development of the new MOU including: IDES, Adult Education, DHS-DRS and Title 1 Workforce. Other Required Partners include: YouthBuild Lake County, YCC, Community Action Project, DHS-TANF, SERS (Senior Employment Program), and Second Chance (Reintegration Services). Member Serino noted that all partners had agreed to the FTE allocation methodology. She also stated that by July 2017, the four core partners will be sharing in the infrastructure costs for the One Stop Center. Member Serino noted that the MOU indicates how the Partners will collaborate together to provide services and programming at the Waukegan One Stop Center. She indicated that the MOU has been distributed to all partners for signature by the appropriate official. She also said that the MOU with all signatures is due to the Department of Commerce in July. Member Santos-George stated that she thought it had been a good process throughout and that the partners had agreed to have quarterly meetings. Comments were also made

regarding development of a referral system for use by all partners. Following the discussion, motion by Member Stevens, seconded by Member Garrity to approve the MOU as presented. Motion passed unanimously.

VIII. Committee Reports

None

IX. Staff Report

2. National Association of Workforce Boards (NAWB) Update

None

3. Illinois Workforce Innovation Board (IWIB) Update

Member Warrington provided a recap of the last IWIB meeting. He noted that the last meeting had been a strategic planning session and indicated that the IWIB was looking to become a more strategic board. He also noted that there were going to be a few working groups formed, including an Apprenticeship Task Force. Member Warrington also noted concerns expressed over the State's budget.

4. Training Provider and Training Program Certification

Mr. Gibson noted that pursuant to federal and state regulations, all training providers and training programs need to be certified under WIOA. He indicated that staff had informed all of the training providers of this requirement and were going through the process of reviewing programs for certification. Mr. Gibson stated that attached to the agenda was the initial list of training programs that had been certified under the new regulations. He said that at subsequent meetings, the Board will be updated as of additional certifications.

5. Financial Update

Member Serino provided a brief financial overview for the Board. She also indicated that KEB of Springfield, IL, the firm that had previously assisted the department during the transition period when a new business manager was hired approximately four (4) years ago, would be providing assistance during the current transition to a new business manager. She provided an update on the State's budget and how staff was working to ensure that adequate funds would be available to operate during the first quarter.

6. Strategic Plan RFQ Update

Mr. Gibson noted that staff was working with the selected contractor, TEC Services, to develop a strategic planning process and timetable. He noted that additional information would be provided as it was available.

7. Update on PY2016 Youth Contracts

Mr. Gibson indicated that the County Board had approved the list of recommended contractors for PY2016. He stated that staff had been working with the contractors to establish the new agreements and have the programs ready for the start of the new school year.

8. Summer Youth Employment Program (SYEP) 2016

Mr. Gibson provided a brief overview of the Summer Youth Program. He indicated that approximately 220 youth would be working at a variety of private, public and community based organizations throughout the County. He thanked the Youth Division staff for their efforts. He also expressed thanks for the County Board's support, and specifically Member Nixon for her continued support and championing of this program.

9. Committee Assignments

Mr. Gibson indicated that work in this area would commence upon development of the new strategic plan.

10. Assignment to Board

None

11. Other Discussion Items

None

X. Next Regular Meeting – September 22, 2016

XI. Adjournment

Upon motion by Member Stevens, the meeting was adjourned at 8:55 a.m.