

Lake County Workforce Development Board
Meeting Minutes
Thursday, April 27, 2017 -- 8:00 AM
Lake County Federation of Teachers Hall; 248 Ambrogio Dr.; Gurnee, IL

Present: Kristi Long, Jennifer Serino, Patrick Statter, Tim Dempsey, Dennis Kessler, Tony Figueroa, Emily Garrity, Arlene Santos-George, Roycealee Wood, Edward Melton, Karen Stoneman, Kurt Beier, Noelle Kischer, Laura Crivlare, Todd Mundorf, Scott Jones

Absent: Jennifer Harris, Andrew Warrington, Susan Huwe, Dr. Jerry Weber, Greg Burns, Carlotta Roman, Christine Hammerlund, Jack Borre, Pete Olson, Sam Cade

I. Call to Order

Member Dempsey opened the meeting at 9:10 a.m.

II. Approval of minutes from February 23, 2017 meeting

Upon a motion by Member Kessler, seconded by Member Beier, the February 2017 meeting minutes were approved.

III. Public Comment

None.

IV. Chairman's Report

Member Dempsey reported that interviews are currently being completed to fill the Workforce Board Coordinator position. Jerry Weber has taken a new position and will be leaving his current position and his position as a member on the Workforce Development Board.

V. Presentation (To be moved to the end of the agenda)

Thomas Walstrum, Business Economist with the Federal Reserve Bank of Chicago, gave a presentation to the board that gave an overview of the current and the forecasted national and regional economy. The presentation covered the unemployment rates, national wage growth, and a focus on the sector industries that concentrate in the local region.

VI. Old Business

None.

VII. New Business

Action Items:

1. Approve the Workforce Innovation & Opportunity Act Regional & Lake County Workforce Development Local Plan Updates <http://www.lakecountyil.gov/3703/Notifications>
 - Member Serino reported that the Workforce Board approved the regional and local plan last year. There was additional regulations and guidance given by DOL and DCEO which called for revision in the regional and local plans. A consultant was hired to complete the regional plan. Updates to the plan include better integration with the local and regional economic development groups, continuing regional focus on key industries, and discussing promising practices and enhancing services when serving the vulnerable populations. Member Serino reported that updates to the local plan include integrating the Workforce Board's strategic plan, reestablishing the Job Center of Lake County as One-Stop located in Waukegan, IL. The local plan also includes how the partners will integrate services in Lake County and how the partners and the Workforce Board will work together to establish career pathways for vulnerable populations. There are also performance goals set for customers in Title I and core partners will also be moving into the same performance goals and the goal is to have this done by 2020. The regional and local plans have been posted for public comment and none have been received. The public comment ends on April 28th and it will then be submitted to DCEO for approval. It will then be presented to each of the Lake County Boards for approval.
 - Upon motion by Member Melton, seconded Member Garrity, the Workforce Innovation & Opportunity Act Regional & Lake County Workforce Development Local Plan Updates was approved, contingent on no public comments being made.

2. Approve the WIOA Tuition Agreement
 - Member Serino reported that the Tuition Agreement is entered by and among the Board of Trustees from each Participating Community College and the Participating Workforce Investment Boards. This group has been meeting and working on various initiatives over the years to look at the ability to better serve job seekers and helping job seekers better utilize the Community Colleges. This agreement with the regional Workforce Boards and the Community Colleges will allow WIOA eligible and funded student to attend any of the Community Colleges that sign up for this agreement at in-district rates. The Workforce Boards and the Community College Boards are still taking this agreement through their individual review and approval process. The Illinois Community College Board has taken this on to do this across the state of Illinois. The plan is to have the agreement executed for a July 1st state date.
 - Upon a motion by Member Long, seconded by Member Melton, the WIOA Tuition Agreement was approved.
3. Update on the One-Stop Operator Procurement, One-Stop Certification & Job Center of Lake County Memorandum of Understanding Status. Request for Members to volunteer to review One-Stop proposals and One-Stop Certification
 - Member Serino reported that under WIOA there was a revised emphasis on the one-stop and it is the corner-stone of services. The new WIOA regulation require that the one stop is procured, also for the partners to contribute financially to the one-stop with in-cash contributions, and certifying the one-stop against high performance measures. All three of these items are being worked on and need to be completed by July 1st. Lake County Purchasing and the selected vendor worked to develop the One-Stop Operator RFP. The RFP was released and bids are due April 28th. There is an ask for board members to volunteer to review the submitted proposals and bring recommendation to the next Workforce Development Board meeting. The MOU is also being worker on and meetings with partners have been on-going. The One-Stop certification will be worked on during the month of May and an application will be completed. The application will need to be reviewed by a team of board members. The team will assure that the one-stop is meeting the performance measures and the one-stop has the plan in place for continuous improvement. There is an ask for board members to volunteer to review the application and make a recommendation. The next step will be to send out an email to have board members volunteer for the above asks.

VIII. Committee Reports

4. Employer Connections Committee
 - Member Dempsey reported that the Employer Connections Committee met on April 11, 2017.
 - Members Kischer and Garrity reported that the committee reviewed the Workforce Board's Strategic Plan and the expectations of the committee.
 - There was a presentation from the Eco-System given to the committee.
 - Presentation was given by the Eco-System
 - The Eco-System presentation was given by Demar Harris, Workforce Development and Kevin Considine, Lake County Partners. The Eco-System also includes Eric Kurtz, College of Lake County, John Bradarich, IMEC. The presentation focused on the Eco-System and some of the successes. The initial partnership was made almost 3 years ago. The focus over the last 2 years has been business outreach to set up meetings with employers. The focus of the meetings is to find out the true needs of employers and to work with partners to meet employers' needs. The presentation gave an overview of some of the current initiatives of the eco-system to create career pathways to meet employers' needs.
5. Talent Pipeline Committee
 - Member Dempsey reported that the Talent Pipeline Committee met on April 18, 2017 and they also reviewed the Workforce Board's Strategic Plan and the expectations of the committee.
 - Members Beier and Statter reported that there is also a lot of work being done to revamp the organization.
 - There was a presentation was given on the WIOA Youth Programs
6. Operations Committee
 - Member Dempsey reported that the Operations Committee met April 11, 2017 and reviewed the Workforce Board's Strategic Plan and the expectations of the committee.

- Member Santos-George reported the committee is discussing the referral system, how to share common enrollees and referrals, and learning the services offered by the partners; as well as discussion on the MOU and the vision of the partners.

7. Executive Committee

- Member Dempsey reported that the Executive Committee met March 9th and April 5th. Member Dempsey reported that Barry Burton, County Administrator, joined the March meeting to discuss the process for replacing board staff. The Committee received updates on Local and Regional Plans, MOU development, One-Stop Operator procurement and certification.

IX. Updates & Information

8. National Association of Workforce Boards (NAWB) Update

- Member Dempsey reported that Chairwoman Harris, Member Serino, and himself attended the NAWB meeting in March in Washington D.C. Member Dempsey reported that it was the largest attended conference so far. NAWB has also updated their member's only website where there are national job-sharing opportunities available.

9. Illinois Workforce Innovation Board (IWIB) Update

- Member Dempsey reported that Member Serino attended the IWIB meeting for Member Warrington and the IWIB is working on their own strategic plan. They are still having discussions regarding the WIOA funding training required expenditure rate of 40%. NIU for Government affairs reported on the research completed and did not find any evidence to support increasing the expenditure rate. They did not recommend increasing the threshold due to not finding any evidence on the impact on the unemployment rate.

10. Workforce Partners of Metropolitan Chicago Update

- Member Serino reported that the region has a grant from DCEO to support the Board's orientation manual and the selected vendor to create the manual was Tec Services. They will also be developing a portal to be able to access the material online and the material also be made available to our partners. After June training events will be scheduled to train board members.
- Member Serino informed the board members that the region is also working with EDSI to create Industry Manuals for the job center and career planners to use. The manuals will review the industries for Lake County and the high growth occupations. It will be available on the job center's website and each of the career specialists will have a manual to provide career counseling with job seekers. She reported that the deadline for both projects is on June 30th.

11. Lake County Partners Economic Development Update

- Kevin Considine reported that Caterpillar announced they were moving their corporate headquarters to Lake County and Lake County has been working with them on the relocation.
- Kevin also reported that their Big Event Breakfast will be on June 23rd, there will be two speakers at the event.

12. Monthly Grant Expenditure Report

- Member Serino reported that WFD is still on track with PY15 and PY 16 WIOA grants to meet all the obligation. PY 15 is closing out June 30th and PY 16 has to meet the 80% threshold for expenditures and obligations.
- Member Serino reported she met with DCEO to discuss what can be done in order not to have unspent grant funds de-obligated. DCEO agreed to work on a spend down plan to spend out the Rapid Response funds starting June 1st. The plan is to bring on four industry recruitment specialists representing the 4 key sectors to increase the number of dislocated workers being served and increase the connections to employers based on transferable skills.

X. Next Regular Meeting

Workforce Development Board Meeting – Thursday, June 22, 2017, 8:00; Lake County Federation of Teachers Hall, Gurnee

XI. Adjournment

Upon a motion by Member Kessler, seconded by Member Melton the meeting was adjourned at 9:03 a.m. The presentation by Thomas the Economist followed the meeting, presentation ended at 9:41 a.m.