

Lake County Workforce Investment Board Meeting Agenda

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

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

I. Call to Order

II. Approval of minutes

III. Public Comment

IV. Chairman's Report

1. Illinois Workforce Partnership Award Winner – James Cannon
2. 2014 Annual Report
 - Available electronically on the Job Center website. Hard copies to be available at the meeting.
3. Training Provider Accountability Presentations
 - Wednesday, April 29th from 8:30 – 10:00am
 - Lake County Central Permit Facility

V. Presentations

VI. Old Business

VII. New Business

4. Election of Officers for 2015-2016
 - Under the WIB's By-Laws, the Chairman is limited to serving a maximum of three one-year terms. Chairman Mundorf is competing his third year.
 - Chairman Mundorf named a Nominating Committee composed of Tim Dempsey and Ed Melton to develop a recommendation for consideration. Two WIB members offered their names for consideration for Vice-Chairman.
 - Following an interview process, the Committee recommended Bonnie Schirato, current Vice Chair for the position of Chair and Jennifer Harris for the position of Vice-Chair.
 - The Executive Committee received the recommendation and at its March meeting voted to recommend the slate to the WIB for approval.

VIII. Committee Reports

5. Marketing & Employer Linkages Committee
 - Heard update on Summer Youth Employment, including efforts on pilot project to have private sector work experience.
 - Received updates on WIOA and
6. Youth Council
 - Discussed implications of new WIOA regulations on In-School and Out-of-School contract renews for 2015-2016 period.
 - Received updates on projects including: State of Youth Report and School Engagement.
 - Will meet in May to review recommendations for PY2015 School Contracts
7. Executive Committee
 - Recommended Board leadership slate for PY2015 year
 - Heard update from NAWB conference
 - Discussed Lake County Partners contract renewal

IX. Staff Report – Information only

8. NAWB Update
9. Lake County Partners Update
10. Governor Rauner visit to Waukegan
 - At the request of the Governor's Office, Lake County Partners coordinated the Governor's visit to Waukegan at the Genesee Theater. Members of the Workforce Investment Board were invited to attend. A number of members were able to attend, along with staff.
11. Renewal of Youth Contracts for 2015-2016
 - As noted at previous meetings, Workforce staff has been working with the existing providers for In-School and Out-of-School programs to develop new contracts for 2015-2016 in accordance with WIOA regulations.
 - The State of Illinois has indicated that information on the PY15 allocations has not been received yet. DCEO noted that it anticipates receipt of the allocation information during before the end of April.
 - Once local staff receives the allocation information from DCEO, work to complete negotiations with the current contractors will be undertaken.
 - The Youth Council indicated that it will be available to hold a Special Meeting in May to review the results of those negotiations and make a recommendation regarding programs to be funded during PY15.
12. Business Services Contract with Lake County Partners – pp. 7 – 8.
 - As noted at the last meeting, staff has been discussing development of a short term action plan with respect to the Business Services Outreach contract.

- Based on those discussions, LCP staff developed a short-term action plan matrix, a copy of which is attached to this agenda.
- Staff will be seeking the Board's direction with respect to specific outcomes that it would like to have incorporated in the action plan.

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

- Staff has sent out a survey to local schools and community based organizations to gather information on the programs that offer services to youth throughout the County.
- As part of this process, staff will be developing a State of the Youth report that provides a snapshot of information about Lake County youth.
- Staff will provide a brief update on this project.

14. 2015 Summer Youth Employment Program

- A status report on this year's Summer Youth Employment Program including the business work experience pilot project will be provided.

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

- Staff will provide an update on recent WIOA activities including receipt of the Notice of Proposed Rule Making (NPRM) and other youth related policies, including a Youth Services WIOA action planner.

16. Establishment of Task Force on School Engagement

- Staff will be developing a program to provide information to school district personnel and students about career opportunities within Lake County.

17. Upcoming CLC Job Market Place Job Fair

- On May 21, 2015 from 1 to 5 p.m.
- Over 70 employers participating

18. Assignment to Board

19. Other Discussion Items

X. Next Meeting – June 25, 2015

XI. Adjournment

Lake County Workforce Investment Board Meeting Minutes

Thursday, January 22, 2015 -- 8:00 AM

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

Present: Kurt Beier, Jack Borders, Jack Borre, Timothy Dempsey, Chris Hammerlund, Jennifer Harris, Sue Huwe, Dennis Kessler, Todd Mundorf, Ali O'Brien, Carlotta Roman, Arlene Santos-George, Bonnie Schirato, Jennifer Serino Stasch, Jerry Weber, Roycealee Wood

Absent: Greg Burns, Sam Cade, Tony Figueroa, Emily Garrity, Noelle Kischer-Lepper, Halina Krajcer, Kristi Long, Maria Martinez-McKinley, Edward Melton, Audrey Nixon, Pete Olson, Victoria Schofield, Patrick Statter, Michael Stevens, Karen Stoneman, Andrew Warrington, Ann Willits

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

I. Call to Order

The meeting began at 8:11am.

II. Approval of minutes

Upon a motion by Member Weber, which was seconded by Member Dempsey, the minutes were approved by a vote of the Board.

III. Public Comment

None.

IV. Chairman's Report

- Chairman Mundorf informed the Board that his final term as Chair will be ending on June 30, 2015. He will be forming a nominating committee to suggest new leadership for the Board. If any Board members are interested in leadership roles, they should talk to him, Vice Chair Schirato or Gary Gibson.

VIII. Presentations

20. Overview of Disability Employment Initiative (DEI) Grant

- Sondra Haney presented an update on the DEI grant. Staff are continuing their outreach efforts and continue to identify new resources and partners. In addition, their case load has been building to over 50 individuals with disabilities. The Lake County Job Center is now part of the federal Employer Network, which means that it can receive federal funding incentives when we assist a qualified individual move from SSI or SSDI back into sustainable employment. Because Lake County is participating in the DEI grant pilot program, other community

organizations are eligible to receive additional grant funds to help support this work.

IX. Old Business

None.

X. New Business

21. 2% Plan Modification WIOA Transition Funds

- Gary Gibson presented the Plan Modification, which would set aside \$32, 200 of youth funds for WIOA transition activities.
- Upon a motion from Member O'Brien, which was seconded by Member Kessler, the Plan Modification was approved by a vote of the Board.

VIII. Committee Reports

22. One Stop System Committee

- Gary Gibson gave an overview of the Committee Reports.

23. Youth Council

- Gary Gibson gave an overview of the Committee Reports.

24. Executive Committee

- Gary Gibson gave an overview of the Committee Reports.

IX. Staff Report – Information only

25. NAWB Update

- Member Dempsey shared that the NAWB Forum attendance is expected to be high, despite the late issuance of regulations related to WIOA.

26. Lake County Partners Update

- Kevin Considine shared an updated on behalf of Lake County Partners including updates on new business investment, business retention activities, and a new initiative called "Lake County Life," which promotes the many factors that contribute to the County's high quality of life.

27. Challenges & Opportunities

- Member Serino Stasch shared an update on the Lake County Community Foundation's Manufacturing Careers program. A working group has been established to help develop a program with YouthBuild to help youth with barriers to employment successfully prepare for careers in manufacturing.
- Member Kessler shared that the Lake County Partners used to have a similar program for promising kids.

- Member Schirato shared that there seem to be three types of essential skills: 1) academic skills, 2) technical skills, and 3) “squishy” skills like communication, leadership, etc. Many employers struggle with how to assess or train “squishy” skills.

28. Dashboard Report

- Member Serino Stash shared the most recent Dashboard. All grants are on track. The 1A and 1D grants were moving so quickly that they are now slowing down spending. The incentive funds might be used to fund programming in those areas.

29. Workforce Innovation and Opportunity Act Update

- Gary Gibson shared a matrix of transition objectives and tasks. Chairman Mundorf asked all Board Members to read the matrix and consider where they might be able to contribute. Staff will be reaching out to Board Members to get feedback and assistance.

30. Assignment to Board

31. Other Discussion Items

X. Next Meeting – March 26, 2015

XI. Adjournment

Upon a motion by Member Kessler, the meeting adjourned at 9:29am.

Lake County Partners Update
 WIB Executive Committee
 April 2015

What we said we would do	What we did	Next 3 months; 6 months
Single Point of Contact for Lake County Companies	<ul style="list-style-type: none"> • Have created a culture of collaboration with LCWD and CLC. • Point organization for several current expansion projects with existing Lake County businesses (9), and one new business (attraction). • As Point, have connected businesses with LCWD, CLC, RFUMS, ConnectVets, DCEO, municipalities and real estate owners. Nearly all of these connections revolve around talent. 	<ul style="list-style-type: none"> • Continue to introduce LCWD, CLC, etc. • Develop closer relationship with CLC Career program leadership and LC High School Tech Campus. • Seek opportunities for further creative collaboration with CLC and LCWD.
Enhanced business relationships with Lake Co Companies	<ul style="list-style-type: none"> • Significantly increased awareness among business community. • Two manufacturing HR breakfasts with a third planned for April 2015. • Touched nearly 50 companies. 	<ul style="list-style-type: none"> • Continue to search for relationships to leverage. • Institute outsourced appointment setting in May 2015.
Increased awareness of what Lake Co offers including economic and workforce development needs	<ul style="list-style-type: none"> • Hosted 500 guests and two keynote speakers, our largest event ever on March 3rd. • Produced and continue to promote a terrific video for <i>The Lake County Promise</i>. • Hosted Gov. Rauner and 70 local business and community leaders on April 7th. 	<ul style="list-style-type: none"> • Developing marketing relationship with the <i>Daily Herald</i> • Featured in the <i>Business Xpansion Journal</i> • New LCP marketing collateral for Summer 2015
Increased communication among core economic and workforce development stakeholders	<ul style="list-style-type: none"> • Held monthly meetings with LCWD team. Have collaborated on many calls and job placement efforts. • Joint presentation to the CLC Business Advisory Committees (250 attendees) by CLC, LCWD and LCP (April 10 & 24, 2015). • Building working level relationships with new DCEO 	<ul style="list-style-type: none"> • Starting April 2015, monthly update meeting to include Assistant County Administrator. • Will produce monthly written update for County.

	leadership.	
Improved efficiencies in meeting employer needs; and an overall seamless approach	<ul style="list-style-type: none"> • Execute joint calls where appropriate and possible. • 3 companies have received joint calls. • Collaborated on two rapid actions, to bring more companies in to hire displaced workers. 	<ul style="list-style-type: none"> • Lather-Rinse-Repeat
120 unique company visits	<ul style="list-style-type: none"> • Completed 19 as of 04/12. • Have leveraged both the LCP and WIB board. 	<ul style="list-style-type: none"> • Continue to seek out and leverage relationships. • Planning to implement outsourced appointment setting test in May 2015.
Weekly employer visits tracked and documented	<ul style="list-style-type: none"> • Instituted Salesforce.com (SFDC) as the single platform. • Outreach call reports filed same day. 	<ul style="list-style-type: none"> • Build on the platform to enhance reports • Produce a “voice of the customer” type report
Monthly reports to WDD	<ul style="list-style-type: none"> • There is a standard report from SFDC that is reviewed monthly. 	<ul style="list-style-type: none"> •
Monthly invoice to WDD	<ul style="list-style-type: none"> • Yes. 	
Quarterly Report to WIB		
Promote business outreach and workforce development ecosystem	<ul style="list-style-type: none"> • Joint presentation to the CLC Business Advisory Committees (250 attendees) by CLC, LCWD and LCP (April 10 & 24, 2015). 	
Shared CRM tools	<ul style="list-style-type: none"> • CRM tools are only within LCP to date. 	<ul style="list-style-type: none"> • Will be adding LCWD Director to SFDC in April 2015.
Events – Quarterly industry sector forums with WIB		
Annual business retention publication	<ul style="list-style-type: none"> • Produced Annual Report in March 2015. 	