

**MEETING OF THE
Board of Directors
Of
Northern Illinois Workforce Alliance, Inc.**
(The Workforce Innovation Board serving Boone, Winnebago and Stephenson Counties)

Tuesday, February 7, 2017
RMAP Design Center, 315 N. Main St.
Rockford, IL

I. Board Meeting Call to Order: Chairman Karen Brown called the Northern Illinois Workforce Alliance Board of Directors meeting to order at 8:05 a.m.

II. Board Members Present (18): Eric Black, Karen Brown, Michelle Cassaro, Gary Evans, Lori Fanello, Dan Grohens, Bob Guirl, Brian Halsted, June Hazzard, Tim Hood, Vanessa Hughes, Brad Long, Amy Ott, Jordan Priest, Frank Rotello, Amanda Smith, Craig Steege, Mark Stefanic,

NIWA Staff Present: Darcy Bucholz, Cathy Cornelius, Pam Fettes, Robert Jones, Valerie Johnson, John Strandin

Guests and Partner Staff Present: Tom Austin, Kathy Bellone, Jeff Hefty, Amy Heilman, Dan White, Mike Williams

III. Approval of Consent Agenda:

a. NIWA Minutes of December 6, 2016

b. One-Stop Operations Council Report

i. authorize RVC's *Cold Form Training* as an approved ITA Program

NIWA Board Motion: Hood Second: Steege Approved

IV. Finance Committee Report:

December 2016 Financial Reports – Shelly Cassaro reported combined percentage of expenditures related to training for the Adult and Dislocated Worker programs was at 41.4%. Youth Workbased Learning Percentage is currently at 22.3%. Adult and Dislocated Worker expenditures related to training do go down during this time of year but will ramp back up with summer session. The percentage of Training Funds Encumbered for the Adult program was at 85.5% Dislocated Worker Program was at 76.4%. Dan is working on a budget modification to move funds from the Dislocated Worker program to the Adult program. Participant Service Levels were reported at 68.2% for Adults, 77.2% for Dislocated Workers, 66.5% for Youth and 100% for other grants. All “other grants” were ended 09/30/2016. The planned service level of 500 for Adults may not be achieved by June 30, 2017 because the program is spending more funds per participant for training than originally anticipated to meet the skill and certification requirements for employment.

Darcy provided a data report Program Services Plan vs. Actual for July 1, 2016 through December 31, 2016. The participant service levels are trending upward so it may be possible to reach the plan goal for the Adult program. The federal and state performance goals/outcomes were presented the Adult, Dislocated Worker and Youth Programs. PY2016 outcomes are preliminary at this time, but all goals are within or exceeding the negotiated threshold. Using UI data, the average earnings shown are reflective of 6 months using the 2nd and 3rd quarter wages after program exit.

Mike Johnson, who tracks performance for the programs will present to the Board and CEOs at a future meeting and go more in depth on the performance outcomes and established time periods for calculation of each measure.

V. Talent Pipeline Management in Manufacturing Update:

The Talent Pipeline Management initiative is based on a model endorsed by the US Chamber of Commerce that is similar to supply chain management. TPM is an employer led process to identify skill gaps and communicate their consensus of need to training and education providers. A core group of manufacturers has been meeting for

many months. It is time to get additional manufacturers engaged. The group has scheduled a summit for March 3, 2017 at 12:00 to be held at the RMAP Design Center.

VI. WIOA Implementation:

- a. **RFP for Operator and Services - Update:** The RFP was released on January 10, 2017. Two Bidder's meetings were held. Five (5) Letters of Intent were received - Ross Employment Services (Michigan), ResCare (Kentucky), a partnership between Dynamic Workforce Solutions (Wisconsin) and Rock River Training Corp., a partnership between Rock Valley College, Goodwill of Northern Illinois and Illinois Department of Employment Security, and National Able (Chicago, Illinois). Proposals are due February 21, 2017. Reviews of proposals will be between February 22nd and March 10th. The recommendation for the selected provider will be presented to the Board and CEOs on April 4, 2017 for action.

- b. **Regional / Local Plan Revisions and Timeline:**

Revisions are needed in our Regional and Local plans since the issuance of the final regulations for the WIOA were issued in August. The interagency team sent out new planning guidance and they are looking for is more specifics regarding sector strategies, integration of program services among the 14 partner program within the region and locally. There is an emphasis on establishing procedures for common intake of job seeking customers and ensuring access to service for all target populations. Both plans need to be updated and ready for a 30 day public review by March 15th. The Plan will be presented to the Board and CEOs for approval on April 4, 2017 for submittal to the State by April 30th. They go into effect on July 1, 2017.

 - i. **Agreement with EDDNI for Revisions**

Authorize an agreement/contract with the Economic Development District of Northern Illinois (EDDNI) in an amount not to exceed \$4,000 to complete revisions required for the Regional Workforce Innovation and Opportunity Act (WIOA) Plan for the Northern Stateline Economic Development Region (Boone, Winnebago, Stephenson, and Ogle Counties) and assist with the development of a local implementation Plan. The Plans must be completed and approved by the Workforce Board and CEOs for submittal to the State by April 30, 2017. The funds are available in the Workforce Board budget under the professional services line item. The scope is 50 hours of work.

NIWA Board Motion: Ott Second: Stefanie Approved

- c. **Memorandum of Understanding Update:** We have received the revised Governor's Guidelines to State and Local Program Partners negotiating costs and services under the Workforce Innovation and Opportunity Act. The partners have been meeting and have a focus on integration of the services with the One-Stop Center being the hub for these services. Infrastructure costs must now be shared cash contributions. The Department of Labor issued guidance at the end of January indicating infrastructure costs includes both the Comprehensive One-Stop site as well as affiliate sites.

VII. IL DHS – Division of Rehabilitation Services Presentation:

Dan Grohens, Supervisor of Rehabilitation Counselors, gave a presentation of services provided through the IL Department of Human Services, Division of Rehabilitation Services.. Their charge is to get people who are unemployed with disabilities integrated into the workforce and get them contributing to the tax base. Eligibility follows 2 tracks, one for transition age students in high school and the other is over 18 and in the Adult services program. Participants must have a documented disability. Services they provide are counseling and guidance, referral to other services, referral for further evaluation of disability, some skills training, and/or placement into Supportive Employment program, which is a 2 year program to train the person to be work ready. Coaching is available during initial employment to help the customer succeed in the work environment. The goal is to integrate the customer into a competitive work setting. The counselors also assist and advise employers on accommodations under the American with Disabilities Act. They may also help with assistive technology such as wheel chairs, hearing and visual aids, and vehicle modification. The program is 80% federally funded and 20% state funded.

- ## **VIII. Report on February 2nd Job Fair:** John Strandin reported that this year the event was called a "Hiring Event" instead of a Job Fair to emphasize the fact that hiring was taking place. The event was held at the Community Building in Belvidere and 43 employers, 13 staffing agencies, and 9 education and training providers were in

attendance. There were an estimated 780 jobseekers attending. This event is held annually with the assistance of the Belvidere Chamber of Commerce and this year Rasmussen College was a big sponsor and provided lunch for the exhibitors. Rasmussen also did resume reviews and mock interviews. A number of State agencies also participated as vendors.

The Business Team has decided that they will hold Hiring Events monthly, with the next one scheduled for March 3, 2017. Feedback regarding hiring from the employers will be forthcoming.

- X. Member Comments:** Karen Brown let the members know that Pam Fettes will be leaving the board staff and wanted to recognize her service. A reception will be held for Pam on Friday, February 10th at the Board Office from 2-4pm and encourage board members to attend. Pam thanked the board members and said she enjoyed working with all of them. Pam will be the Executive Director for Growth Dimensions, the economic development organization for Belvidere and Boone County.

Karen Brown commented on the Rockford Area Case Management Initiative coordinated by Goodwill and NICNI, with the introductory meeting for agencies held on January 25th. There were over 125 people in attendance and 42 organizations representative. They are looking at how they can coordinate services with all of the social service agencies to be able to provide more efficient and effective case management. The next steps will be Focus Groups to understand what the local issues are.

Brad Long informed the group about the Building Trades Expo that is going on today, Wednesday and Thursday at the Carpenter's Training Center on Tebala Blvd. from 10am – 3pm. There will be 17 trades represented. Attendees will learn about mentoring programs and sponsoring an apprenticeship program.

- XI. Public Comments:** Mike Williams reported that the Economy and Jobs Spoke of Transform Rockford is looking for an apprenticeship champion in the community. Apprenticeships are not only in the trades but across all industries. Let Mike Williams know if you or someone you know may be interested in the role.

- XII. Adjournment:** 9:21 am

Respectfully submitted,

Cathy Cornelius

Date: March 3, 2017

Included in Meeting Packet
NIWA Meeting Minutes (December 6, 2016)
Financial Reports December 2016
Contract for Regional Planning Services (Action Form)
Program Services Plan vs. Actual Summary (hand-out)