



**VII. WIOA Transition:**

- **Award Contract for Focus Group Facilitation / Report** – A motion was made to authorize the award of a contract to Karen S. Lytwyn for an amount not to exceed \$4,950.00. The contract is to conduct and facilitate customer and partner focus groups to collect data and subsequently provide a written report that will be used to identify opportunities for improved customer service and service coordination/alignment at the three Workforce Connection offices and all partner locations in the three county area for implementation of the Workforce Innovation and Opportunity Act (WIOA). The funds for this project are available in the budget as “transition funds”. The Board and CEOs asked for background on Ms. Lytwyn. It was also requested that she do a focus group with the NIWA Board and CEOs with additional funds allocated for this purpose if necessary.

**Board Motion: Logli                      Second: Fanello                      Approved by individual vote**  
**CEO Motion: Hadley                      Second: Peterson                      Approved by individual vote**

- **Award Contract for One-Stop Services Mapping** – A motion was made to authorize the award of a contract to Softley, Inc. for an amount not to exceed \$14,350.00. The contract is to collect data and map the delivery of services provided by partner programs through the public workforce development system or One-Stop System in the tri-county area. The funds for this project are available in the budget as “transition funds”.

**Board Motion: Ott                      Second: Dady                      Approved by individual vote**  
**CEO Motion: Hadley                      Second: Peterson                      Approved by individual vote**

**VIII. Updates:**

- a. Workforce and Employment Forum – April 23, 2015** – A flyer with information on the Workforce and Employment Forum that will be held at Klehm Arboretum on April 23, 2015 was distributed. The forum will address the issue of matching workers with the needs of employers. Community leaders, business owners & managers, HR professionals and representatives from education and economic development will be invited. Employers will be asked to complete a survey prior to the forum to gather data on their challenges with obtaining and maintaining a qualified workforce.
- b. ReEntry Coalition** – The TriCounty ReEntry Coalition is a Strong Cities, Strong Communities initiative for re-entry citizens in the tri-county area. Technical assistance/facilitation is provided by the US Department of Labor. One of the goals is to develop a tool kit for area organizations to use when working with re-entry citizens. The group works together weekly via phone conference and met face to face on April 1, 2015 with the facilitator, Ben Kushner leading the group. The meeting was very well attended and will continue to invite others to participate as we move forward.

**IX. Member Comments:**

- Sara Dady wanted to make the board aware that all funding for the Rock Valley College Citizenship Program as well as immigrant services, which has 250 applicants per year, has ceased. This lack of funding will have a direct effect on Refugee and Immigrant services at The Workforce Connection.
- The Literacy Council announced that their “Ultimate Bucket List” Raffle tickets are now available with the ultimate prize being a trip to Paris, France.

**X. Public Comment: None**

**XI. Adjournment: The meeting was adjourned at 9:14 am.**