

**MEETING OF THE
Board of Directors and Chief Elected Officials
Of
Northern Illinois Workforce Alliance**
(The Workforce Board serving Boone, Winnebago and Stephenson Counties)
Tuesday, June 6, 2016
RMAP Regional Design Center, 315 N. Main Street
Rockford, IL 61101

I. Board Meeting Call to Order: At 8:02 a.m. Karen Brown announced the lack of a quorum for the NIWA Board of Directors meeting. A quorum of NIWA members was present at 8:38 a.m. and the meeting was called to order at that time.

CEO Meeting Call to Order: Mayor Morrissey called the Chief Elected Officials meeting to order at 8:02 a.m. A quorum was present.

II. Board Members Present (18): Karen Brown, Michelle Cassaro, Gary Evans, Dr. Daniel Grohens, Brian Halsted, June Hazzard, Tim Hood, Paul Logli, Beverly Long, Amy Ott, Jim Pirages, Jim Ryan, Sam Schmitz, Craig Steege, Mark Stefanic, Rudy Valdez, Kimberly Wichman, Dave Young.

CEOs Present (4): Mayor Morrissey (City of Rockford), Chairman Bob Walberg (Boone County), Chairman William Hadley (Stephenson County), Dave Peterson (Winnebago County)

Guests and Partner Staff Present: Kathy Bellone, Darcy Bucholz, Kevin Countryman, Cathy Cornelius, Tiffany Currier, Pamela Fettes, Jeff Hefty, Amy Heilman, Valerie Johnson, Leo Prieto, John Strandin, Dan White, Michael Williams.

III. Approval of Consent Agenda:

- Meeting Minutes CEO Board (03/01/2016)
- Meeting Minutes of NIWA Board (05/03/2016)
- Committee Reports including Policies Approved by Committees
- ATIM grant report
- Operations Update

Board Motion:	Pirages	Second:	Steege	Approved
CEO Motion:	Walberg	Second:	Hadley	Approved

IV. Sub-Award Agreements:

1. RVC Continuing Ed. *Employment Transitions* Agreement Extension – Approve an extension with Rock Valley College Continuing Education for PY16 (July 1, 2016 to June 30, 2017), to provide workshops and services through *Employment Transitions* programming for WIOA and Trade participants with a budget of \$103,468.
2. RVC Employment Grants Division Agreement Extension – Approve a six (6) month extension to the current award agreement with Rock Valley College, Employment Grants Division for PY16 (July 1, 2016 to December 31, 2016) to provide Adult, Dislocated Worker and Trade Adjustment Assistance (TAA) program services for WIOA and Trade participants with a budget of \$456,441.
4. Regional Office of Education 8 - Agreement Extension – Authorize the extension of a sub-award agreement with the Regional Office of Education (ROE 8) in Stephenson County for WIOA Youth Services (In-School and Out-of-School) in the amount of \$83,932 to serve a total of 43 youth (35 out-of-school and 8 in-school) for Program Year 2016.
5. Goodwill Industries Agreement Extension – Authorize the extension of the sub-award agreement with Goodwill Industries of Northern Illinois and the Wisconsin Stateline

Area, Inc. for PY16 (July 1, 2016 to June 30, 2017) for the provision of WIOA Elevate Youth services in Boone and Winnebago Counties as the Career Exploration and Work Readiness Programming Provider at a budget amount of \$75,595.

6. RVC Adult Basic Education Services Agreement Extension – Authorize the extension of the contract agreement with RVC Adult Education and Literacy for Basic Skills Upgrading/High School Equivalency Preparation for PY 2016 (July 1, 2016-June 30, 2017). (\$481.31per session per student and \$27-\$54 for books per student)
7. RVC Employment Grants Division– Authorize a sub-award agreement with Rock Valley College, Employment Grants Division for July 1, 2016 through June 30, 2017 for the provision of WIOA Elevate Youth services in Boone and Winnebago Counties as the Coordinating Entity at a budget amount of \$450,000 for PY2016 to serve 357 eligible youth (51 in-school; 306 out-of-school).
8. YMCA - Authorize a sub-award agreement with the YMCA of Rock River Valley for July 1, 2016 through June 30, 2017 for the provision of WIOA Elevate Youth services in Boone and Winnebago Counties as the Educational Services Provider at a budget amount of \$184,795 for PY2016.
9. RVC Refugee/Immigrant Services - Authorize a sub-award with Rock Valley College Refugee and Immigrant Services for PY 2016 (July 1, 2016 to June 30, 2017), to provide pre-vocational skills training, work-based learning opportunities and job placement services for English Language Learners in Boone, Winnebago and Stephenson counties for an estimated 40 WIOA eligible English Language Learner adults with a budget of \$75,000.

Board Motion items 1,2,4,5,6: Stefanic **Second: Ott** **Voice Vote-Approved**
Sam Schmitz Abstained

CEO Motion items 1,2,4,5,6: Hadley **Second: Walberg** **Voice Vote-Approved**
Dave Peterson (Winnebago County) Absent

Board Motion items 7,8,9: Steege **Second: Stefanic** **Voice Vote-Approved**
Amy Ott abstained

CEO Motion items 7,8,9: Walberg **Second: Hadley** **Voice Vote-Approved**
Dave Peterson (Winnebago County) Absent

(Note for the record regarding listing of items on the agenda – number “3” missing.)

V. Finance Committee

- 4/30/16 Financial Reports-Amy Ott reported that the Adult and Dislocated Worker programs combined percentage of expenditures related to training are trending as expected at 45.6%. We have also added the Youth Workbased Learning percentage which is at 16.0% and is expected to be at 20% by the end of the 2 year grant. At the last meeting we approved a transfer of funds from the Dislocated Worker funding stream to the Adult funding stream and a budget modification for the transition funds. Those changes to the budget have not yet been made. The participant service levels have been very successful, trending at Adult 96.4%, Dislocated Worker 93.3% and Youth 92.0% and it is expected that the goal will be exceeded by the end of the program year. It has been a very successful year utilizing the resources we have available.

VI. Update – WIOA Transition:

- **WIOA Transition Plan** – Darcy Bucholz gave a brief update of transition plan matrix. There will be a delay in releasing the RFP for One-Stop Operator because we do not have the final regulations from the Federal administrative entities. It is expected that the RFP will be released no later than August 2016. The partners have discussed a common intake system and have developed a referral sheet. The state is currently having conversations and has hired a consulting team to look at how best to combine all the current state systems. Mayor Morrissey commented an upcoming meeting with the

Governor's Technology Office Director to discuss our area becoming a possible pilot site for collection and reporting of common data. Most other objectives are moving forward on target.

- **Regional and Local Plan** – The purpose is to align and coordinate workforce development, economic development and education as required in the Workforce Innovation and Opportunity Act (WIOA). Darcy gave the background of how these plans and goals were developed and provided an outline of the goals and strategies. Mayor Morrissey requested adding language specific to providing support for self-employment and entrepreneurship in the vision. He also requested addressing entrepreneurship in the goals, and references to “maker space” activities in the area, Rockford Community Partners, common data collections through a “smart card” options and work to collective impact be added to the document.
- **Memorandum of Understanding and Cost Sharing** – The MOU addresses the costs, how they will be shared among the partners, and services offered to achieve the level of integrated service delivery WIOA envisions and the goals to maximize the value and benefits to customers of services available to them under federally-funded workforce development programs.

The Mayor requested final approval of be scheduled for a July meeting for inclusion of the changes discussed.

VII. Talent Pipeline Management Initiative: June Hazzard and Dave Young, co-chairs of this initiative reported their last meeting included the US Chamber of Commerce and the Illinois Department of Commerce and they talked about developing an employer coalition so that employers have real conversations about what their needs are. The initiative is being assisted by Northern Illinois University Center for Governmental Studies. The next meeting will be June 17th at 7:30 am and will be an employer only meeting. What drives this is a small to mid-size employers because they are the businesses that need more support. The group is also working with the economic development agencies in Boone, Stephenson and Winnebago counties.

VIII. Re-Entry Activities: Mike Williams reported that Transform Rockford is bringing together agencies that are working with re-entry citizens. They are looking at barriers of convictions and looking at resources and gaps. They are looking at legal aid and Attorney David Black will be assisting to expunge convictions and will be available in 3 counties. Because this was only those involved with Transform Rockford, not all decision makers were at the table and they are working on bringing agencies such as the Illinois Department of Corrections in. The Workforce Connection has also applied for a grant targeting areas with high crime rates and if we receive this grant it will be used to establish a One-Stop Center in the Winnebago County Jail. The City of Rockford as well as Stephenson County are working with agencies and government to help address these barriers.

IX. Announcements: There will be an NIWA and CEO Board meeting on July 12th to approve the Regional and Local Plans as well as an election of officers whose terms are coming to an end. The Illinois Workforce Board will be here in Rockford on June 15th and 17th and all members are invited to any of their sessions as well as a reception at Garrett's from 5-7pm on June 15th.

X. Member Comment:

XI. Public Comment: None

XII. Adjournment: The meeting was adjourned at 10:01 am.

NIWA Board Motion:	Ott	Second:	Stefanic	Approved
CEO Motion:	Hadley	Second:	Walberg	Approved

Respectfully submitted,

Cathy Cornelius

Date: June 28, 2016

Included in Meeting Packet
NIWA Meeting Minutes (03/01/2016)
CEO Meeting Minutes (05/03/2016)
Committee Reports including Policies Approved by Committees
ATIM Grant Report
Operations Management Council Report
Financial Reports April 2016
WIOA Transition Plan Matrix
Regional and Local Plan (Action Form)
Memorandum of Understanding and Cost Sharing (Action Form)