

**MEETING OF THE
The Workforce Connection Board**
(The Workforce Innovation Board serving Boone, Winnebago and Stephenson Counties)
And **Chief Elected Officials**

Tuesday, December 5, 2017
Regional Design Center, 315 N. Main St.
Rockford, IL

- I. Board Meeting Call to Order:** Chairman Karen Brown called The Workforce Connection Board meeting to order at 8:04 a.m.
- II. Board Members Present (22):** Eric Black, Karen Brown, Nathan Bryant, Todd Cagnoni, Linda Campos, Pamela Fettes, Einar Forsman, Dr. Daniel Grohens, Jerry Guinane, Bob Guirl, Brian Halsted, Greg Harle, Vanessa Hughes, Dr. Doug Jensen, Paul Logli, Amy Ott, Frank Rotello, Sam Schmitz, Amanda Smith, Craig Steege, Mark Stefanic, Dave Young
- Board Members Absent(12):** Michelle Cassaro, Gary Evans, Dr. Lori Fanello, Alan Golden, Candice Goodpaster, June Hazzard, Tim Hood, James Pirages, Jordan Priest, Crystal Soltow, Dr. Rudy Valdez, Kimberly Wichman
- Chief Elected Officials Meeting Call to Order:** Mayor McNamara of the City of Rockford called the Chief Elected Officials meeting to order at 8:06.
- Chief Elected Officials Members Present(4):** Mayor Thomas McNamara (City of Rockford), Ken Terrinoni (Boone County), Chairman William Hadley (Stephenson County), Chairman Frank Haney (Winnebago County)
- Staff Present:** Darcy Bucholz, Cathy Cornelius, Mike Johnson, Valerie Johnson, Robert Jones Jr., John Strandin
- Guests and Partner Staff Present:** Tom Austin, Ted Duckett, Tabitha Endres-Cruz, Courtney Geiger, Kim Haley, Jeff Hefty, Amy Heilman, Mark Krupke, Dan White,
- III. Approval of Consent Agenda:**
- Meeting Minutes
 - a. CEO Board – 06/06/2017
Motion: Boone Second: Winnebago Approved
 - b. TWC Board 0 11/07/2017
Motion: Stefanic Second: Cagnoni Approved
 - Committee Reports:
 - a. Youth Council
 - b. One-Stop Operations Management Council (Including eligible training program approval)
- IV. Executive Director Selection:**
Karen Brown reported to the group that a candidate has been selected through the extensive process of The Workplace staffing agency. She reported that there were a total of 84 applicants of which 39 submitted online and 45 were directly recruited by The Workplace. Of those, 26 completed a phone interview with 11 having an in-person interview, 6 moved on to the Fit Assessment Tool which resulted in the selection of Lisa Bly for the position. The group was given a copy of her resume. She had several opportunities to interact with Board members and staff. Karen asked the selection committee to share their thoughts and comments with the group. A motion to move to formally offer Lisa Bly the position of Executive Director of The Workforce Connection at a salary of \$105,000 per year. The position to begin December 11, 2017.

Board Motion:	Dr. Jensen	Second:	Steege	Approved
CEO Motion:	Winnebago	Second:	Stephenson	Approved

V. **Finance Committee Report:**

- **October 31, 2017 Financial Reports**

Amy Ott reported in the absence of Committee Chair Michelle Cassaro. She reported that we are a quarter into the year. With the new operators this year we are still working through reporting and processes and how things are going to happen. The goal for the end of the year is 40% and currently we are not meeting that goal and are at 39.5%. This is a little concerning. The career service providers talked about some things they are working on implementing to get the goal up to 40%. They also discussed the change of the goal moving to 50%. The Youth percentage of expenditures related to training is also below the goal of 20%. Some of it has to do with the nature of the workforce and people just want to go to work and are not interested in training. Looking at some shorter term programming.

- **DCEO Monitoring (Fiscal and Program)**

Received a successful monitoring result for both fiscal and programmatic monitoring.

- **RRTC Audit**

Rock River Training Corporation audit was successful with no findings and Amy congratulated Dan White and his team on doing a great job.

VI. **Board Development:** Karen Brown remarked that we will be doing some board development at each meeting as discussed at the last meeting.

Current Labor Market Environment

Tom Austin gave a report on the state of employment in the Rockford MSA now compared to 10 years ago and showed the change in the labor force.

Board Development – Karen provided the Board members with the Board’s mission and purpose and discussed the clarity of the vision of the board and that they need to define success. The purpose of the board role development is for board members to have a better understanding of Workforce Network Structure, needs and gaps and then also for board members to engage with the Strategic Plan. Karen assigned board leads for each of the 6 goals of the strategic plan. This is the start of the work plan.

RAEDC Annual Meeting & Follow-up Meeting with Dr. Fleming – Nathan Bryant presented what they have been working on at RAEDC. They had Dr. Fleming present the 7-2-1 concept at their Annual Meeting. He discussed how Workforce Development is a big part of Economic Development and Education. He pointed out that a lot of great work is happening in “islands of excellence” and a lot of great work is being done. So they put forth the idea of what could we do if we all work together and utilized one voice as a market and using 7-2-1 as a language to talk to companies and employers. Then we can use the 7-2-1 language to develop pathways. Our community has a great level of engagement.

Moving to Innovation – Dr. Jensen presented historically where the Workforce Board has been and where the legislation is trying to move us to. The focus was on compliance in past legislation and so much focus of Boards was spent on compliance. Then it started to move toward aligning federal resources with local needs and goals. The states had to have a plan of how they would track students and dollars. For the past 2 years the boards have been focused on how they would be in compliance. Now we are transitioning past the process of compliance and now how do we move toward the needs of the region and aligning the resources. So much of what we have

worked on was compliance and now we are transferring to the Board's vision. How do we move from the work of the Board to the mission of the Board? Now we focus on the innovation concept and using the resources to achieve the specific needs of the community. Have to start aligning both aspects to achieve the goals of maintaining compliance and start being innovative and use the resources to achieve the goals of the community. The Board becomes the intermediary to align the resources and eliminate barriers to employment for both individuals and employers. Need to take a strategic approach.

VII. TWC Business Services-What we do and how we do it:

The Workforce Connection Business Account Managers, Ted Duckett, Robert Jones Jr. and Kim Haley presented what the Business Team is and what their goals are. There are nine members of the business team and their purpose is to provide business solutions by assisting employers to "Get Connected" to available resources. They work community partners such as Economic Development entities, Chambers of Commerce, Community Colleges and the State of Illinois to provide labor market information, recruitment, assessment & screening, training, employer seminars and workshops and referral services. The Business Team is working on increased regional penetration, employer retention and repeat business, sector strategies for better alignment to regional plan, development of metrics to align Business Team members to desired outcomes and a formalized business strategy plans.

VIII. Announcements:

Karen wanted to recognize Darcy for all her accomplishments as she retires. She thanked Darcy for all the value she has added to the Board over the years. Darcy thanked everyone for all their hard work over the last 14 years.

Karen also announced that Brian Halsted was also retiring after many years of service with IDES and this would be his last meeting.

IX. Member Comments: None

X. Public Comments: None

XI. Adjournment:

Motion to adjourn at 9:45 am.

Board Motion: Ott	Second:	Harle	Approved
CEO Motion: Boone	Second:	Winnebago	Approved

Respectfully submitted,
Cathy Cornelius

Date: January 30, 2018

Included in Meeting Packet
TWC Meeting Minutes (11/07/2017)
CEO Meeting Minutes (06/06/2017)
Committee Reports
October 31, 2017 Financial Reports
DCEO Monitoring Letter