

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

Tuesday, March 6, 2018
Veterans Memorial Hall, 211 N. Main St.
Rockford, IL

- I. Board Meeting Call to Order:** Chairman Karen Brown called The Workforce Connection Board meeting to order at 8:01 a.m.

Chief Elected Officials Call to Order: Mayor McNamara called the Chief Elected Officials meeting to order at 8:01 a.m.

- ii. Board Members Present (21):** Eric Black, Karen Brown, Nathan Bryant, Todd Cagnoni, Michelle Cassaro, Gary Evans, Dr. Lori Fanello, Einar Forsman, Dr. Daniel Grohens, Jerry Guinane, Bob Guirl, Vanessa Hughes, Dr. Doug Jensen, James Pirages, Jordan Priest, Frank Rotello, Amanda Smith, Craig Steege, Mark Stefanic, Dave Young, Jeffrey Zeal

Board Members Absent(13): Linda Campos, Pamela Fettes, Alan Golden, Candice Goodpaster, Greg Harle, June Hazzard, Tim Hood, Paul Logli, Amy Ott, Crystal Soltow, Sam Schmitz, Dr. Rudy Valdez, Kimberly Wichman

Chief Elected Officials Present (3): Mayor McNamara, Chairman Johnson, Chairman Hadley

Chief Elected Officials Absent (1): Chairman Haney

Staff Present: Lisa Bly, Cathy Cornelius, Mike Johnson, Valerie Johnson, Robert Jones Jr., John Strandin

Guests and Partner Staff Present: Tom Austin, Susan Busenbark (RVC), Tabatha Endres-Cruz, Courtney Geiger, Calvin Giles (IDES), Kim Haley, Jeff Hefty, Dan White

III. Approval of Consent Agenda:

- Meeting Minutes
 - a. CEO Board – 12/05/2017
 - b. TWC Board – 02-06-2018
- Committee Reports:
 - a. Employer & Public Engagement Committee (Goals 2 & 6)
 - b. Workforce Innovation and Opportunity Act Regional Plan Workgroups
 - i. Goal 1
 - ii. Goal 3
 - iii. Goal 4
- Procurement Policy-DCEO Response

TWC Board Motion:	Evans	Second:	Rotello	Approved
CEO Motion:	Stephenson	Second:	Boone	Approved

IV. Conflict of Interest Policy for Approval:

The Conflict of Interest Policy was modified to include the language “in a confidential manner” to adhere to DCEOs requirement.

TWC Board Motion:	Evans	Second:	Pirages	Approved
CEO Motion:	Boone	Second:	Stephenson	Approved

V. **Finance Committee Report:**

- **January Financial Reports:**

Shelly Cassaro reviewed the January 31, 2018 Financial Report with the group and reported that the Combined percentage of Expenditures Related to Training was at 45% and this exceeds the goal of 40%. Participant Service Levels were a little lower but we are spending more dollars per participant.

- **WIOA Budget Modification:**

A motion to modify the PY 2017 Budget to accurately account for carry-in revenue from the prior year and identify any changes between WIOA Title 1 funding streams. This modification increases the overall budget for TWC Board staff, increases the Rock River Training Corp. budget, decreases Rock Valley College One-Stop Operator and Career Services Provider budget as directed by the board of directors, increase the Goodwill Youth Subaward budget, adjusts the individual training budget lines and increases the overall revenue for PY2017 by \$76,535 mainly due to increased carry-in funding from PY2016.

This budget modification increases the percentage for expected training expenditures and retains the youth work-based learning percentage.

TWC Board Motion:	Steege	Second:	Forsman	Approved
CEO Motion:	Stephenson	Second:	Boone	Approved

The following board members abstained from the vote:

<u>Name</u>	<u>Reason</u>
<i>Amanda Smith</i>	<i>Employed by Rock Valley College</i>
<i>Dr. Doug Jensen</i>	<i>Employed by Rock Valley College</i>

VI. **Board Development:**

- Northwest Illinois Healthcare Collaborative is meeting quarterly and the last meeting was held at KSB in Dixon. They are working on hot positions and are now recruiting for lab techs. They are working on how to better connect with K-12.
- Stephenson County Small to Midsize Manufacturers Meeting – On February 23rd they convened the Advanced Manufactures and Value Added Ag Operators and had about 50 people attend along with strategic partners such as CareerTec and Highland Community College. Kim Haley gave a presentation for The Workforce Connection on services available to employers with a focus on recruitment, screening and placement and training options. Lisa spoke about the Talent Pipeline Management grant opportunity with DCEO and feedback was training is the most needed by employers due to lack of skills and lack of time for employers to train. A second meeting is scheduled for March 15th and a survey is out to identify training priorities.
- Workforce Innovation and Opportunity Act Regional Plan for the Northern Stateline Economic Development Region – Lisa Bly reviewed the Regional Plan with the group and noted that the focus of WIOA is integration and that it is employer driven. Lisa talked about the strengths and weakness of the region outlined in the plan. She reviewed the vision that was developed for our Region. The workgroups were designed around the 6 tactical goals with strategies outlined to support the state goals. We need to catalog the activities that are going on across the region to be able to see where there are overlap and gaps and the next step is to prioritize and define what success will look like. Determine the key deliverables

and the timeline.

VII. Announcements: None

VIII. Member Comments: Nathan Bryant thanked board members for their participation in Solution Teams For Business for their help with a national Site Selector on the topic of workforce. The Site Selector had very positive comments about our Region.

IX. Public Comments: None

X. Adjournment:
Motion to adjourn at 8:38 am

Board Motion:	Pirages	Second:	Steege	Approved
CEO Motion:	Boone	Second:	Stephenson	Approved

Respectfully submitted,
Cathy Cornelius

Date: March 23, 2018

Included in Meeting Packet
TWC Meeting Minutes (02/06/2018)
CEO Meeting Minutes (12/05/2017)
Committee Reports
Financial Reports 01/31/2018
WIOA PY2017 Budget Modification (Action Item)
PY2017 Goodwill Subaward Budget Modification (Action Item)