

**MEETING OF THE
The Workforce Connection Board**

(The Workforce Innovation Board serving Boone, Winnebago and Stephenson Counties)

Tuesday, February 6, 2018
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 8:05 a.m.

II. Board Members Present (22): Eric Black, Karen Brown, Todd Cagnoni, Dr. Lori Fanello, Pamela Fettes, Einar Forsman, Dr. Daniel Grohens, Jerry Guinane, Bob Guirl, Greg Harle, June Hazzard, Tim Hood, Vanessa Hughes, Dr. Doug Jensen, Amy Ott, James Pirages, Jordan Priest, Frank Rotello, Sam Schmitz, Craig Steege, Mark Stefanic, Dave Young

Board Members Absent(12): Nathan Bryant, Linda Campos, Michelle Cassaro, Gary Evans, Alan Golden, Candice Goodpaster, Paul Logli, Crystal Soltow, Amanda Smith, Dr. Rudy Valdez, Kimberly Wichman

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

Guests and Partner Staff Present: Tom Austin, Courtney Geiger, Kim Haley, Jeff Hefty, Amy Heilman, Mark Krupke, Dan White,

III. Approval of Consent Agenda:

- Meeting Minutes
 - a. TWC Board 12/05/2017
- Committee Reports:
 - a. Youth Council
 - b. Employer & Public Engagement
 - c. Operations Management Council

Motion: Ott Second: Pirages Approved

IV. Policies for Approval:

- 1. Conflict of Interest Policy Modification:** After review of the Conflict of Interest Policy, DCEO reported a finding which requires adding a statement in the Conflict of Interest Policy that bidders information will be kept confidential during the evaluation process.

Motion: Hood Second: Fettes Approved

- 2. Procurement Policy Modification:** After review of Procurement Policy, DCEO reported a finding which requires adding dates to clarify that the One Stop Operator will be re-bid every four years as required in WIOA legislation.

**Motion to approve pending advice from legal counsel and discussion with DCEO: Harle
Second: Ott Approved**

V. Eligible Training Provider Re-Approvals:

1. ITA Programs; as approved by Program Review Subcommittee: Programs as listed from the following Education and Training Providers: Rasmussen College, Rock Valley College, and Blackhawk Technical College.

*The following Board members abstained from the vote:
Craig Steege-Employed by Rasmussen College
Dr. Doug Jensen-President of Rock Valley College*

Motion: Program Review Sub-Committee Second: Pirages Approved

2. Skills Upgrade/Retraining/Prerequisite Courses as Approved by Program Review Subcommittee: Programs as listed from the following Education and Training Providers: Highland Community College

*The following Board members abstained from the vote:
Tim Hood-President of Highland Community College*

Motion: Program Review Sub-Committee Second: Steege Approved

VI. Finance Committee Report:

- **December 2017 Financial Reports**

Amy Ott reported in the absence of Committee Chair Michelle Cassaro. The goal for the end of the year is 40% and currently we are not meeting that goal and are at 37.1%. This is a decrease from the last report. The career service providers are working on mitigating those issues that hindering spending of training funds. Amy reported that things are different than in the past and they are looking at more Incumbent Worker training and modifying the budget to transfer more funds into that line item. The Youth percentage of expenditures related to training is also below the goal of 20% and is reported at 17.3% which is up from the last report. They are still struggling with the lack of people that want to go into training.

- **Budget Pie Charts**

Dan White presented the Board members with pie charts Lisa suggested that show the different training budgets and how the funds are currently obligated. This tool was brought forward to help Board members understand the program training budgets and where the most work needs to be done to meet the goals.

VII. Board Development:

1. Labor Market Information

Tom Austin gave a report on the state of employment in the LWIA3 which includes Boone, Stephenson and Winnebago counties. He presented the group with the trend in total labor force & employed as well as the trend for unemployed for December 2014 through December 2017. His report also included the current unemployment rate in our local workforce area as compared to the state and U.S. Tom presented pie charts showing the age groups and education attainment of those filing unemployment insurance claims in LWIA3. He also covered claims by industry and occupation, the number of those that work in the area but live outside of the area, job growth by industry, population by age group, change in population from 2011 through 2016 and change in population by educational attainment.

2. Regional Work Plan

- **Goal Workgroup Assignments**

The Board members were presented with a sheet outlining the 6 goals of the Regional Plan and the Board Leads assigned to each goal for their review.

- **Upcoming Goal Meetings**

The Board members were informed that Goal meetings would be starting and they would receive a calendar appointment for each goal they were assigned to. It was discussed that

goals would be incorporated into the work of the existing committees if possible so as to not add additional meetings for those already working on a committee.

3. Training for Individuals and Employers

Jeff Hefty informed the group of the various customized training programs they are currently working on as well as some innovative methods planned to increase enrollment in current training programs.

Robert Jones Jr. informed the group of how The Workforce Connection can connect employers with training partners and talent solutions to implement accelerated work-based options to fill critical job openings leading to increased productivity. He showcased some of the options available to employers and the added benefit of wage reimbursement.

VIII. Announcements:

John Strandin updated the group on the outcome of the February 1, 2018 Annual Hiring Event held in Belvidere. He stated that there were over 60 employers and agencies represented and although the number of jobseekers was lower, employers commented that those that did attend were better prepared and better qualified than in previous years.

IX. Member Comments: None

X. Public Comments: None

XI. Adjournment:

Motion to adjourn at 9:29 am.

Board Motion: Harle Second: Priest Approved

Respectfully submitted,
Cathy Cornelius

Date: February 23, 2018

Included in Meeting Packet
TWC Meeting Minutes (12/05/2017)
Committee Reports
Conflict of Interest Policy modification for approval
Procurement Policy modification for approval
Eligible Training Provider Re-Approval
December 2017 Financial Reports
Budget Pie Charts