



The Workforce Connection Board and Chief Elected Officials

The Workforce Connection, Inc.

Local Workforce Innovation Board

Serving Boone, Stephenson, and Winnebago Counties

Meeting Date: Tuesday, December 2, 2025

Time: 8:00 am to 9:00 am

Location: Rockford Toolcraft, Inc., 766 Research Parkway, Rockford, Illinois

RSVP to: coysti@theworkforceconnection.org or 815-395-6676

Mission Statement

The Workforce Connection is committed to providing a workforce that meets the needs of the business community now and in the future.

AGENDA

1. Call to Order

- TWC Board
- Chief Elected Officials

Michelle Cassaro, TWC Board Chair
Mayor Thomas McNamara, CEO Chair

2. Roll Call

- TWC Board
- Chief Elected Officials

3. Approval of Meeting Minutes - TWC Board & CEO Action Item (Voice Vote)

- a. TWC Board Meeting Minutes – 09/09/2025
- b. CEO Meeting Minutes – 09/09/2025

Michelle Cassaro, TWC Board Chair
Mayor Thomas McNamara, CEO Chair

4. Approval of Office Space Lease Request for Proposal - TWC Board & CEO Action Item (Voice Vote)

Dr. Gina Caronna, President & CEO

5. Approval of Training Provider/Program Approvals and Reapprovals - TWC Board & CEO Action Item (Voice Vote)

Emily Welsh

6. Finance

Paul Nolley, Finance Committee Chair

- Finance Report
- Community Foundation – 09/30/25 Update
- Audit Communication
- Grant Updates

7. Illinois Workforce Partnership Awards

Courtney Geiger

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| 8. Speakers | Tom Busse and Anthony Busse, Rockford Toolcraft, Inc. |
| 9. Board Chair's Remarks | Michelle Cassaro |
| 10. President & CEO's Remarks | Dr. Gina Caronna |
| 11. Member Comments | |
| 12. Board Member Engagement Opportunities | Berenice Jaquez |
| 13. Public Comment | |
| 14. Adjournment | |

Please stay after the meeting for a tour of the Rockford Toolcraft facility.

*The Workforce Connection Board is an Equal Opportunity Employer/Program.
A sign language interpreter, alternative format materials, or infrared assistive listening devices will be made available with 72-hour notice. Additional reasonable accommodations will be made available upon request.*

In accordance with the Illinois Open Meeting Act, The Workforce Connection Board may enter into a meeting session closed to the public to discuss issues identified as appropriate for a closed session.