

Lake County Workforce Investment Board
Meeting Agenda
Thursday, January 22, 2015 -- 8:00 AM
Lake County Federation of Teachers Hall; 248 Ambrogio Dr.; Gurnee, IL 60031

I. Call to Order

II. Approval of minutes

III. Public Comment

IV. Chairman's Report

- 2015 Succession Planning

V. Presentations

1. Overview of Disability Employment Initiative (DEI) Grant
 - Workforce staff will provide an overview of the DEI grant and progress to date.

VI. Old Business

VII. New Business

2. 2% Plan Modification WIOA Transition Funds
 - DCEO sent notice that up to 2% of WIA funds can be reallocated to be used for transition activities related to WIOA implementation.
 - Staff is recommending that 2% of Youth funds in the amount of \$32,200 be reallocated to transition activities.
 - Staff will provide an overview of the steps to be taken during February leading up to transmittal of required materials to DCEO by February 28th.

VIII. Committee Reports

3. One Stop System Committee
 - Received report on customer satisfaction 4th quarter survey results.
 - Reviewed latest Job Center Monthly report.
 - Discussed new federal Workforce Innovation and Opportunity Act (WIOA)
4. Youth Council
 - Discussed implications of new WIOA regulations on In-School and Out-of-School contract renews for 2015-2016 period.
 - Also forwarded recommendation that WIB retain separate committee to focus on youth activities as part of WIOA implementation.

- Also discussed opportunities for involving private sector employers during 2015 Summer Youth Employment Program.

5. Executive Committee

- Received update on customer satisfaction survey results for 4th quarter of 2014 and information on web analytics.
- Discussed potential modifications to an upcoming Training Provider Accountability session and implementation of WIOA.

IX. Staff Report – Information only

6. NAWB Update

7. Lake County Partners Update

8. Challenges & Opportunities

- Provide a forum for Board Members to bring forward and discuss any challenges and/or opportunities to the Lake County community in workforce or economic development.
 - Discussed last month:
 - ❖ Apprenticeships programs/models
 - ❖ Additional outbound public transportation routes/times.

9. Dashboard Report

- The most recent copy of the Dashboard Report will be distributed electronically prior to the meeting.

10. Workforce Innovation and Opportunity Act Update

- As noted during committee meetings, staff received notice from the federal Department of Labor that the Draft Rules and Regulations will not be published until Spring 2015.
- Discussions on how to implement WIOA have been undertaken at the state, regional and local levels. Staff will review a summary of implementation steps to be taken at the local level, most notably reorganization (reduction in size) of the WIB, competitive procurement for the One-Stop Operator and future planning activities.

11. Assignment to Board

12. Other Discussion Items

X. Next Meeting – March 26, 2015

XI. Adjournment

**Lake County Workforce Investment Board
Meeting Agenda**

Thursday, November 20, 2014 -- 8:00 AM

Lake County Federation of Teachers Hall; 248 Ambrogio Dr.; Gurnee, IL 60031

Present: Kurt Beier, Timothy Dempsey, Tony Figueroa, Emily Garrity, Chris Hammerlund, Jennifer Harris, Dennis Kessler, Noelle Kischer-Lepper, Kristi Long, Todd Mundorf, Audrey Nixon, Pete Olson, Carlotta Roman, Jennifer Serino Stasch, Patrick Statter, Karen Stoneman, Andrew Warrington, Roycealee Wood

Absent: Jack Borders, Greg Burns, Sam Cade, Sue Huwe, Halina Krajcer, Maria Martinez-McKinley, Edward Melton, Ali O'Brien, Arlene Santos-George, Bonnie Schirato, Victoria Schofield, Michael Stevens, Jerry Weber, Ann Willits

Staff: Gary Gibson, Bethany Williams, Jennifer Everett, Demar Harris

I. Call to Order

Chairman Mundorf called the meeting to order at 8:02am.

II. Approval of minutes

Member Dempsey made a motion to approve the minutes, which was seconded by Member Nixon and approved by a vote of the Board.

III. Public Comment

Gary Gibson introduced Kevin Considine, who has recently joined the Lake County Partners, and Jack Borres of Baxter.

IV. Chairman's Report

None.

VIII. Presentations

None.

IX. Old Business

None.

X. New Business

13. 2015 WIB Meeting Calendar

- Gary Gibson presented the proposed meeting calendar for 2015.

14. High Priority Occupation List and Policy – Proposed New Policy

- Bethany Williams presented the draft High Priority Occupation Policy and List. The List was developed utilizing Lake County's Comprehensive

Economic Development Strategy, labor market information and historical job placement data. The List includes 86 occupations in 12 career fields.

- Upon a motion by Member Figueroa, which was seconded by Member Kischer-Lepper, the policy and list were approved by a vote of the Board.

15. Trips and Training Policy – Proposed New Policy

- Gary Gibson shared the draft Trips and Training Policy. Rather than setting a fixed cap for spending on trips and travel, the new policy sets parameters for trips and travel and calls for the WIB to set a budget annually based on the funds available.
- This is the first in what will be a series of budget related policies. The WIB will play a more active role in the budget process going forward.
- Upon a motion by Member Kessler, which was seconded by Member Nixon, the policy was approved by a vote of the Board.

16. On-The-Job Training Policy – Proposed Amendment

- Bethany Williams reviewed the technical amendments to the OJY Policy.
- Upon a motion by Member Statter, which was seconded by Member Kischer-Lepper, the amendments were approved by a vote of the Board.

VIII. Committee Reports

17. One Stop System Committee

- Gary Gibson gave an overview of the Committee Reports.

18. Marketing and Employer Linkages Committee

- Gary Gibson gave an overview of the Committee Reports.

19. Youth Council

- Gary Gibson gave an overview of the Committee Reports.

20. Executive Committee

- Gary Gibson gave an overview of the Committee Reports.

IX. Staff Report – Information only

21. NAWB Update

- Member Dempsey shared that he participated in a NAWB Board meeting in Washington, DC in October. They also met with representatives from the U.S. Department of Labor to provide input on the WIOA regulations, which are under development. NAWB expects good attendance at the Forum in late March.

22. Lake County Partners Update

- Kevin Considine, the new Managing Director of Business Outreach and Strategy at Lake County Partners shared that the people and processes are now in place for the outreach program. The team has already begun outreach to 60-70 companies on the list of 600-700. The team utilizes a survey and an online database to gather information.

23. Challenges & Opportunities

- Provide a forum for Board Members to bring forward and discuss any challenges and/or opportunities to the Lake County community in workforce or economic development.
 - New issues this month:
 - Member Figueroa commented on the challenge of promoting technical careers for young people. Member Wood shared that the Technology campus is start, but there is definitely room for more. In particular, she highlighted the need for work at the middle school level to improve counseling to students. Member Kessler mentioned business/education partnership that used to be operated out of the Lake County Partners.

24. Update on Five Step Workshop

- Bethany Williams shared that the 5 Steps program was offered last month at the Warren Newport Public Library. The new focus will be on offering the workshops at locations throughout the County and identifying systems to track outcomes of program participants.

25. Job Center Space Update

- Gary Gibson shared that he has been working with IDES on the arrangement with IDES for their staff to be located in the Waukegan Job Center. He is hoping to finalize those arrangements in the next few weeks.

26. Status Report on JVS Contract Execution

- Gary Gibson and Member Serino Stasch shared that the contract official began on November 1. JVS is working with Lurie satellite offices in Lake County, as well as other healthcare organizations and schools to recruit participants. The program will provide 10 youth, who have medical challenges, with internships in the healthcare field. The program has been successful in Cook County.

27. Update on 2015 Summer Youth Employment Program Budget Request

- County Board Member and WIB Board Member Audrey Nixon presented a Board Member Initiative during the County's 2015 budget preparation to add \$60,000 to the Summer Youth Program allocation. This initiative was successful and the Lake County Board has allocated at total of \$260,000 for summer 2015. These additional funds will allow the program to employ an additional 45 youth (for a total of approximately 200 youth).

28. Workforce Innovation and Opportunity Act Update

- Gary Gibson shared that information on WIOA is still forthcoming. The change in the Governor's office will also impact how the law is interpreted at the State level, which adds to the uncertainty.

29. Assignment to Board

- As discussed at the previous Board meeting, an agenda item would be added to promote Board involvement and input.
- Chairman Mundorf will be working with Gary Gibson to establish a working group to help prepare for WIOA transition.

30. Other Discussion Items

X. Next Meeting – January 22, 2015 at 8:00am

XI. Adjournment

Upon a motion by Member Kessler, the meeting adjourned at 9:45am.

TO: Lake County Workforce Investment Board

FROM: Jennifer Serino, Workforce Development Department Director
Gary Gibson, WIB Manager

SUBJECT: Plan Modification

DATE: January 15, 2015

Background

Under Section 503(g)(2) of WIOA, 2% of each of the Program Year 2014 WIA formula allotments for the Youth, Adult and Dislocated Worker funding streams is available for states for transitional activities related to WIOA and not less than fifty percent is to be provided to the local areas for transitional activities. The State of Illinois will provide all the funds authorized by Section 503(g) of WIOA to the local areas. The maximum amount available in each area is determined by the local area's relative share of the Program Year 2014 WIA formula allocation – maximum allowed is \$103,348.

Any costs incurred for transitional activities must be reasonable, allowable, and allocable to WIOA. DCEO's analysis of WIOA identified the high-priority areas of customer service, coordinating case management, and the use of technology at the local level.

Plan Modification

Workforce Development is requesting that **\$32,200** in WIA Youth funds be reallocated to transition activities.

Allowable Activities

The Workforce Development Department has identified staff training and development as a high priority activity that would benefit from early planning and implementation.

- The Workforce Development Department is requesting a budget of **\$9,633** for activities that include staff attending a national conference focused on administrative and fiscal changes tied to the new WIOA (\$2,569 per individual); four staff attending a national conference for workforce development professionals with a focused overview on programmatic changes (\$1,766 per individual).
- The Workforce Development Department is requesting an additional **\$22,567** to be used for professional services to provide staff development and training for Workforce Development and WIB staff.