

**Chief Elected Officials  
And the  
The Boone and Winnebago Counties  
Workforce Investment Board, Inc.**

**MINUTES OF March 2, 2010**

Site: The Workforce Connection, 303 N. Main Street, Rockford, IL 61109

- I. **WIB Call to Order:** WIB Chairman Richard Mowris called the Boone and Winnebago Counties Workforce Investment Board meeting to order at 7:33 a.m.

**CEO Call to Order:** Judy Barnard (designee for Chairman Christensen) called the CEO meeting to order at 7:34 a.m.

**WIB Present (23):** Allen Barsema, Jon Bates, Dr. Jack Becherer, Karen Brown, Paul Callighan, Linda Campos, John Cressman, Pedro Enriquez, Dr. Richard Fairgrievies, James Fehlharber, Steve Gibson, Dick Mowris, John Oller, Amy Ott, Dan Parod, Mark Podemski, Maureen Rosenberg, Jesús Sáez Gimeno, Mary Beth Scholten, Mark Stefanic, Nord Swanstrom, Shirley Walker, Mike Williams **Absent (19):** Shirley Burks, Michele Caldwell, Angela Hite-Carter, Lynn Godina, Luanna Grimes, Ingrid Hargrove, Matthew Jones, Todd Kindred, Stephanie Lueder, Tim McGuire, Larry McKay, Kate McMahon, Dave Morgan, Grant Nyhammer, John Phelps, Jim Pirages, Jim Ryan, Elton Turner, C. Mark Williams

**CEO's Present (2):** Boone County – Bob Walberg, Winnebago County – Judy Barnard (designee for Chairman Christensen)

**CEO's Absent (1):** City of Rockford

**WIB Staff Present:** Darcy Bucholz, Pamela Fettes, Trudy Jackson, John Strandin

**Partner Staff Present:** Dan White – Rock River Training Corporation; Granada Williams – Rock Valley College; Linda Sullivan – disabilityWorks; Tom Austin – IDES; Amy Massoth – Rock Valley College Refugee and Immigrant Services

**Guests Present:** Sean Driscoll – Rockford Register Star

- II. **Consent Agenda:** Chairman Mowris noted a change in the minutes presented for approval from February 2, 2010. No further discussion.

**Motion:** Bates

**Second:** Swanstrom

**Approved**

- III. **Booker Washington Association Youth Program Contract Termination:** Mike Williams, Executive Director, Rock river Training Corporation, gave a report on the status of Booker Washington Association's corrective action plan for the out-of-school youth program they provide. Booker has not made progress toward meeting the requirements of youth engagement and will not meet performance measures. Last year the Youth Council awarded 1 year of funding for Booker Washington Association to find and successfully exit the 39 youth that were still active on the books. As of 2/28/10 only 7 youth had been reengaged, which puts Booker in a failure status with no way to change it before the end of the fiscal year. RRTC staff recommendation to the WIB/CEO's and Youth Council is to terminate the contract effective 3/31/10.

Youth Council held a special meeting on 3/1/10 to discuss this situation. The Council supports the recommendation to end the contact, and recommends the concurrence of the WIB and CEOs. Individuals currently participating in the Booker program, estimated to be no more than seven individuals, will be given an opportunity to transfer to another out-of-school program.

**Motion:** Fairgrievies

**Second:** Swanstrom

**Approved**

**Barsema – Yes; Bates – Yes; Becherer – Yes; Brown – Yes; Callighan – Yes; Campos – Yes; Cressman – Yes; Enriquez – Yes; Fairgrievies – Yes; Fehlharber – Yes; Gibson – Yes; Mowris – Yes; Oller – Yes; Ott – Yes; Parod – Yes; Podemski – Yes; Rosenberg – Yes; Sáez Gimeno – Yes; Scholten – Yes; Stefanic – Yes; Swanstrom – Yes; Walker – Yes; Williams – Abstain; Boone County – Yes; Winnebago County - Yes**

**IV. How to be a GREAT WIB – Training Re-Cap and Discussion:** Dick Mowris reviewed briefly the Board training session from the previous week. Approximately 20-25 WIB/CEO members participated.

Darcy Bucholz gave a brief overview of the 2-1/2 hour session. Copies of the session handouts were made available to those individuals who did not attend. She noted that heavy emphasis was put on the Board looking at the system and not WIA programs. Many WIBs address WIA programs at the committee level.

She spoke about reviewing and possibly revising the by-laws. The 80/20 rule for board meetings was reviewed. At least 80% of the board meeting should be on strategic discussion and activities and 20% maximum should be on WIA specifically.

Paul Callighan made a motion to have the Executive Committee and CEOs discuss the five habits and prioritize the actions for the WIB. A voice vote was called for.

**Motion: Callighan**

**Second: Stefanic**

**Approved**

**Barsema – Yes, Bates – Yes, Becherer – Yes, Brown Yes, Callighan – Yes, Campos – Yes, Cressman – Yes, Enriquez – Yes, Fairgrievies – Yes, Fehlharber – Yes, Gibson – Yes, Mowris – Yes, Oller – Yes, Ott – Yes, Parod – Yes, Podemski – Yes, Rosenberg – Yes, Sáez Gimeno – Yes, Scholten – Yes, Stefanic – Yes, Swanstrom – Yes, Walker – Yes, Williams – Yes, Boone County – Yes, Winnebago County Yes**

**V. Other Business:**

- a. Paul Callighan was recognized for having top customer service representative from ComEd.
- b. Granada Williams, Director of Grants with RVC, provided comments on the process efficiencies implemented related to application and intake of dislocated worker and trade customers. She provided a written report on the status of the dislocated worker and trade programs.
- c. Mike Williams, Executive Director of RRTC, provided a verbal report on Adult Services. RRTC will provide orientation sessions for all customers to assist the Dislocated Worker program.

**VI. Public Comment: None**

**VII. WIB/CEO Adjournment: The WIB and CEO meeting adjourned at 8:30 a.m.**

**Items included with the WIB and CEO meeting packets:**

- 1) 03/2/10 WIB/CEO Agenda
- 2) WIB Minutes of February 2, 2010
- 3) CEO Minutes of December 1, 2009
- 4) Consent Agenda
- 5) Booker Washington Assoc. Youth Program Contract Termination

Trudy Jackson

Boone and Winnebago Counties Workforce Investment Board

Date

\_\_\_\_\_  
(Signature affixed upon WIB approval)

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(Date affixed upon WIB approval)