

**Chief Elected Officials
And the
The Boone and Winnebago Counties
Workforce Investment Board, Inc.
MINUTES OF September 1, 2009**

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/CEO meeting to order at 7:34 a.m.

WIB Present (25): Allen Barsema, Jon Bates, Dr. Jack Becherer, Karen Brown, Paul Callighan, Angela Hite-Carter, John Cressman, Janet Ellis, Steve Gibson, Lynn Godina, Tim McGuire, Dave Morgan, Dick Mowris, John Oller, Dan Parod, Jim Pirages, Mark Podemski, Maureen Rosenberg, Jim Ryan, Mary Beth Scholten, Mark Stefanic, Nord Swanstrom, Elton Turner, Shirley, Walker, C. Mark Williams **Absent (16):** Shirley Burks, Michele Caldwell, Linda Campos, Pedro Enriquez, Dr. Richard Fairgrievies, James Fehlharber, Jesús Gimeno, Luanna Grimes, Ingrid Hargrove, Matthew Jones, Todd Kindred, Stephanie Lueder, Larry McKay, Kate McMahon, John Phelps, Mike Williams

CEO's Present (3): Boone County – Ken Terrinoni, City of Rockford – Jim Ryan, Winnebago County – Sue Mroz

WIB Staff Present: Darcy Bucholz, Pamela Fettes, Sue Molyneaux, John Strandin, Robert Jones, Trudy Wellman

Partner Staff Present: Dan White – Rock River Training Corporation; Granada Williams – Rock Valley College; Ted Duckett – IDES; Amy Massoth – Rock Valley College; Linda Sullivan - disabilityWorks

Guests Present: Val Ferguson – YMCA, Libby Knopp – YMCA, Diane Covington – RVC, Diana Barthelman – RVC, Dan Danielowski – YouthBuild, Sean Driscoll – Rockford Register Star

- II. **Other/New Business:** Chairman Mowris introduced new WIB members, Angela Hite-Carter – Roosevelt School, John Cressman – Rockford Housing Authority, Jesús Gimeno – UPS, Ingrid Hargrove – SwedishAmerican Health Systems, and John Oller – KI Machine.

Chairman Mowris noted that the City of Rockford and City of Belvidere gave the WIB proclamations for Workforce Development Week and Month.

- III. **Consent Agenda – WIB and CEO Action Item:** Paul Callighan requested that the ITA and Computer Introduction action items be removed from the consent agenda to allow everyone a chance to vote. A motion was made to pull the two items above off the consent agenda.

Motion: Callighan Second: Ryan Approved

WIB Minutes of August 4, 2009: A motion was made to approve the minutes from August 4, 2009.

Motion: Swanstrom Second: Turner Approved

CEO Minutes of June 2, 2009: A motion was made to approve the minutes from June 2, 2009

Motion: Mroz Second: Terrinoni Approved

- III. **Approve an increase in the Individual Training Account (ITA) funding cap for a WIA participant training program tuition and fees from \$6,000 to \$10,000:** A motion was made to approve ITA funding cap training program tuition and fees from \$6,000 to \$10,000. Discussion regarding the cap of surrounding workforce areas, possible exceptions, and training for demand or growth occupations ensued. WIB members

inquired about training locations outside of Boone and Winnebago Counties. Most training that takes place outside of the two county region is for programs that are not offered here. Staff provided background data and reasons for recommending a change to the ITA maximum, stating that if in the future funding is cut, the ITA cap can be reduced to fit the circumstance. WIB and CEO members expressed concern that training providers may raise the cost of programs because of the increase in ITA maximum. Executive Director Bucholz noted that if this were to happen the provider would have to raise the cost of the program to the general public also. The provider would also need to re-apply for re-approval of programs if tuition costs and fees increase. Pricing from the providers would be monitored by staff.

Motion: Swanstrom Second: Callighan Approved

Barsema – Yes, Bates – Yes, Becherer – Abstain, Brown – Abstain, Callighan – Yes, Hite-Carter – Yes, Cressman – Yes, Ellis – Yes, Gibson – Abstain, Godina – Yes, McGuire – Yes, Morgan – Yes, Mowris – Yes, Oller – Yes, Parod – Yes, Pirages – Yes, Podemski – Yes, Rosenberg – Abstain, Ryan – Yes, Scholten – Yes, Stefanic – Yes, Swanstrom – Yes, Turner – Yes, Walker – Abstain, Williams, C. Mark – Yes

Boone County – Yes, City of Rockford – Yes, Winnebago County - Yes

IV. Approve Four Organizations/schools as providers of special Computer Introduction courses for WIA/TAA participants: A WIB released a requested for bids to provide basic computer training. Four organizations presented responsive bids. A motion was made to approve the four organizations/schools to provide computer introduction courses for WIA/TAA participants.

A question was posed regarding the expected number of people to be enrolled into this training. Executive Director Bucholz was not able to give a definite number, however, stated, that the Career Counselors and E & T reps were seeing more people in need of basic computer skills classes.

Motion: Swanstrom Second: Walker Approved

Barsema – Yes, Bates – Yes, Becherer – Yes, Brown – Abstain, Callighan – Yes, Hite-Carter – Yes, Cressman – Yes, Ellis – Yes, Gibson – Yes, Godina – Yes, McGuire – Yes, Morgan – Yes, Mowris – Yes, Oller – Yes, Parod – Yes, Pirages – Yes, Podemski – Yes, Rosenberg – Yes, Ryan – Yes, Scholten – Yes, Stefanic – Yes, Swanstrom – Yes, Turner – Yes, Walker – Yes, Williams, C. Mark – Yes

Boone County – Yes, City of Rockford – Yes, Winnebago County - Yes

V. Request for Additional WIA Youth Funding: Additional funding for PY 2009 is available for youth programs in Area 3 from the PY 2009 WIA Youth Allocations and available carryover funds. Four of the current providers are being considered for an increase in funding and service levels.. A motion was made to accept the funding levels for the four current WIA programs.

Executive Director Bucholz informed the Board that all the providers were asked to submit a request for additional funds to expand their current WIA Youth programs. Four programs submitted requests and provided plans for program expansion.

In addition to the potential increases in existing programs the Youth Council is developing an RFP to be distributed in October for additional programs. At this time preliminary plans for the RFP include a focus on out-of-school individuals that have participated in the summer program and are in need of additional assistance to increase education and work skills.

Provider and Program	Current PY 2009 Funding Level (\$)	Total # of Youth Served	Cost / youth	Requested Funding Level ***	Additional "New" Youth	Revised total # of youth served	Cost / youth
CCS <i>YouthBuild Rockford</i>	\$175,000	57	\$3,070	\$228,496 (increase of \$53,496)	17	74	\$3,087
Rock Valley Adult Ed <i>GED to Careers</i>	\$189,832	55	\$3,451	\$207,060 (increase of \$17,228)	5	60	\$3,451
YMCA of Rock River Valley <i>Link to Success</i>	\$84,422	29	\$2,911	\$98,582 (increase of \$14,160)	2	31	\$3,180
YMCA of Rock River Valley <i>Learn to Earn</i>	\$91,105	44	\$2,070**	\$106,105 (increase of \$15,000)	0*	44	\$2,411
Total Increase in Youth Funds/Youth Served	-	-		<u>Increase</u> \$99,884	<u>Increase</u> 24	--	

* The original request for the *Learn to Earn* program was to serve an additional 10 youth. Per agreement with the Youth Council, the program agreed to increase new participant levels to 15 with no additional funding. After evaluating this, it has become clear that in order to operate an effective program for the youth and to be able to provide internships, additional funding is needed to support the 5 new participants that were added.

Motion: Podemski

Second: Stefanic

Approved

Barsema – Yes, Bates – Yes, Becherer – Abstain, Brown – Yes, Callighan – Yes, Hite-Carter – Yes, Cressman – Yes, Ellis – Yes, Gibson – Yes, Godina – Yes, McGuire – Yes, Morgan – Yes, Mowris – Abstain, Oller – Yes, Parod – Yes, Pirages – Yes, Podemski – Yes, Rosenberg – Yes, Ryan – Yes, Scholten – Yes, Stefanic – Yes, Swanstrom – Yes, Turner – Yes, Walker – Yes, Williams, C. Mark – Yes

Boone County – Yes, City of Rockford – Yes, Winnebago County - Yes

VI. Grant Opportunities - Discussion: Executive Director Bucholz gave an overview of the collaborative grant opportunities that are available through USDOL and IL DCEO. There 11 grant applications are being developed by various community agencies in the region. Each grant was briefly described and the applicant agency identified.

VII. Priorities and Goals – Presentation of Document – Metric Discussion Update: Executive Director Bucholz and Mark Podemski reviewed the most current document for the Strategic Plan of the Boone and Winnebago Counties Workforce Investment Board. In the plan there is a strategic goal, two tactical goals, and an organizational goal. Strategies to help achieve the goals are identified and will be assigned to committees.

Mark Podemski spoke to the fact of how to measure the progress of the WIB and if the WIB is getting the outcomes they desire. He noted that two organizations have been looked at for consideration in obtaining the required information, but further investigation and knowing exactly what the WIB wants to see is extremely important before committing to a measurement tool

VIII. Financial Reports: Dan White of Rock River Training presented the June and July financial reports. A revised budget will be presented to the WIB within the next couple of months that will include actual amounts of carryover funds from PY2008.

- IX. Other/New Business:** Nord Swanstrom gave recognition to Jim Pirages for receiving the Noon Rotary Club “Service Above Self” award. He also recognized Mike Williams for his 2 years as president of the Illinois Workforce Partnership.
- X. Other/New Business:** Chairman Mowris requested that the committees that are working on the metrics have a recommendation for the next WIB/CEO meeting in December.
- XI. WIB/CEO Adjournment:** The WIB and CEO meeting adjourned at 8:45 a.m.

Items included with the WIB and CEO meeting packets:

- 1) 9/1/09 WIB Agenda
- 2) Consent Agenda
- 3) Additional WIA Youth Funding
- 4) Priorities and Goal Document
- 5) Committee Reports
- 6) Financial Reports as of 6/30/09 & 7/31/09

Trudy Wellman
Boone and Winnebago Counties Workforce Investment Board

Date

(Signature affixed upon WIB approval)

(Date affixed upon WIB approval)