

Minutes –May 7, 2019
Chief Elected Officials and Executive Committee Meeting
Design Center, 315 N. State St., Rockford IL

CEO Members Present (2): William Hadley, Thomas McNamara

CEO Members Absent (2): Frank Haney, Karl Johnson,

Executive Committee Members Present (8): Karen Brown, Michelle Cassaro, Gary Evans, Dr. Lori Fanello, Amy Ott, Frank Rotello, Amanda Smith,

Exec. Comm, Members Absent (2): Bob Guirl, Craig Steege

Staff Present: Dr. Lisa Bly, Chris Connors, Cathy Cornelius, Mike Johnson, Robert Jones, John Strandin, Dan White

Board Members & Partner Staff Present: Tom Austin, Kathy Bellone, Cira Bennet, Ted Duckett, Jay Fieser, Ernie Fuhr, Courtney Geiger, Mary Ann Kolls

1. **Executive Committee Call to Order:** Board Chair Frank Rotello presided and called the Executive Committee to order at 8:03 am.

CEO Call to Order: Mayor McNamara called the CEO meeting to order at 8:03 am.

2. **Executive Committee Roll Call:** A roll call was taken and a quorum was present.

CEO Roll Call: A roll call was taken and a quorum was not present.

3. **Approval of February 5, 2019 Meeting Minutes – Action Item:**

- TWC Executive Committee

Motion: Ott

Second: Evans Approved

4. **Employer and Public Spotlights – Rockford Ball Screw:**

Gary Evans, Co-Chair of the Employer & Public Engagement Committee introduced Diane Eichman, Employee Development and Retention Leader with Rockford Ball Screw. Diane spoke to the Board members and CEOs about the company’s experience working with The Workforce Connection. She met Robert Jones at a TWC Hiring Event and learned about services we provide to employers. She talked about the plan that was developed for Rockford Ball Screw to create entry level positions with a path that would lead to higher skilled positions. The company took on 2 On-The-Job Training participants through The Workforce Connection and hired both candidates at the end of the training. Hiring 2 new employees is a big investment for a company of only 85 employees. Both new employees have been extremely successful in their new positions and one was promoted after only 60 days on the job.

Rockford Ball Screw also took advantage of the Incumbent Worker Training funding available through The Workforce Connection. They set up IMEC Training for their Team Leads and Department Managers with a Work Instructions module and a Communications module. Rockford Ball Screw was able to receive 75% reimbursement for this training. Diane commented that the training would have been cost prohibitive for the company without the grant reimbursement.

Diane reiterated how pleased she and Rockford Ball Screw are to be working with The Workforce Connection and she encouraged all business owners to check out the services.

Mary Ann Kolls introduced Heather Ripley who attended the Auto Body Repair course through Highland Community College through funding through the Adult Program of The Workforce Connection and a scholarship through a woman's organization. She is now working at Shubert's Speed Shop through the On-the-Job Training program. Heather feels that she was able to go further, faster through enrollment in these programs.

5. **2017 Talent Pipeline Management Report:**

• **NIMBLE – Addressing the Skills Gap**

June Hazzard and Jordan Priest were active Board Members with the Talent Pipeline Management project that was started with a grant from the Community Foundation of Northern Illinois and put together a presentation for the Executive committee and CEOs. Jordan Priest was the presenter and gave background on how the project was started, the tools from the US Chamber of Commerce that were used, and businesses and training providers involved in the planning process. Jordan provided the conclusions that were drawn from the planning process and the proposed actions that the group wanted to take. He then presented the lessons learned from the process and what changes could have been made to make the project successful. Jordan asked the group to think about what they would like to do going forward. Mayor McNamara asked why participation fell off? Jordan replied that there were a myriad of reasons for low participation by employers because they weren't seeing progress at the pace of business and they couldn't continue taking time away from their business for more and more discussions without progress.

6. **RAEDC Workforce Study:**

Frank Rotello addressed the group noting that the lessons learned from the Talent Pipeline Management project are needed as we move forward with another project that is developing from the RAEDC Workforce Study. The investment for the TPM project was \$50,000 and \$100,000 has been invested in the recent study. The demand is a moving target and we want to be able to demonstrate what's going to be different from what we've done in the past.

Dr. Lisa Bly shared the common principals of Sector Partnerships with the group, noting that there is a need for a convener of education, economic development, workforce systems and community organizations to identify and collaboratively meet workforce needs of the employers in a critical industry. Employers must be on board and leading the way for the project to be impactful and promote systemic change. The common principals of sector partnerships are all about alignment and having a strong intermediary to navigate and coordinate a systemic approach. The workforce system provides a means for employers to see their ideas come to fruition through the funding that is available to the workforce area. We also need to keep in mind that different industries have different requirements and we need to move at their pace. For example, The Northern Illinois Healthcare Collaborative, is a regional network of health care providers The Workforce Connection works with the collaborative on common issues and with individual employers on their particular issues. Karen Brown, who worked with the Healthcare Collaborative, agreed that it depends on the industry. Manufacturing is so diverse and requires special attention. Pam Fettes added that many employers are disconnected because we have talked about this for years and maybe part of the solution is to determine the solutions and then find the funding. Frank agreed that there is frustration from both training providers and employers. Our challenge going forward with the Workforce Study is how to communicate to employers that it is different this time and we have some powerful success stories to lend credibility.

7. **Annual Subaward Monitoring:**

Dan White and Mike Johnson reviewed the Program Year 2018 Subaward Monitoring Summary with the committee and CEOs. Dan gave the background on the requirement of both fiscal and programmatic monitoring. Dan reviewed the enrollments goals to actual for each provider as well as their spending. Both of these measures are reviewed by the Finance committee monthly. Mike Johnson reviewed the summary of Fiscal, Programmatic Findings and Management Recommendations for each subaward. Dan explained that a written response to all findings must be received from the sub awardee. The remediation must be put in place and will be checked during the monitoring period next year.

8. **Workforce Essential Skills Training:** – The current training program has not yielded the results we expected. Individuals could enroll through the One-Stop Center and were referred to the program but just did not show up. (Please elaborate based on ROI)
 - a. RFP Update - We released an RFP for providers to offer Bridge Programming for Adult Basic Ed. remediation and technical skills. We did not receive any responses. We need to think about how we want to address this issue because there is a gap. There is a lack of desire to pursue continuing education. How do we get the community to be more education focused? An earn and learn model might be most successful. Amanda Smith said that the “Required Components” of the RFP may have been misinterpreted by education providers and thus hindered their ability to respond.

9. **Board Retreat (June 20, 2019 8am – Noon):**

Frank Rotello reminded the group of the Board Retreat. The Retreat will be a great session to focus on the same issues touched on at today’s meeting. We will leverage what we’ve learned to move the needle forward. Being more strategic, transparent and tracking data going forward to meet the needs of our region.

10. **Board Chair Report:**

Frank Rotello is using the Raising the Gaze presentation that was presented by Dr. Bly and Karen Brown at the NAWB Forum in Washington D.C. This presentation makes it easy to present and understand what our workforce board does and is trying to accomplish. A handout of the presentation was provided to Executive Committee and CEOs. He asked all committee members to review it and use it when talking with other organizations who are doing “workforce”. This may help everyone come together and solve the workforce issues.

11. **Executive Director Report:**

Dr. Bly provided a written report as a handout. Dr. Bly gave an update on the Chrysler layoff and some of the activities taking place for this layoff event. It has not yet been designated as a Trade Event. If it is, a letter will sent out to all those affected.

12. **Announcements:** Karen Brown commented on the success of the presentation at NAWB and because of this, Dr. Bly was invited to sit on a panel at the Oklahoma State and Local Board Training and Strategic Planning Retreat. The retreat included the Governor’s Council for Workforce and Economic Development in partnership with Oklahoma Association of Workforce Development Boards.

13. **Public Comment:** None

14. **Adjournment:** A motion to adjourn was made at 9:11 am.

Executive Committee Motion: Brown Second: Fanello Approved

Respectfully submitted,
Cathy Cornelius

Date: May 24, 2019

ITEMS INCLUDED IN THE MEETING PACKET

Agenda 05/07/2019

Executive Committee / CEO Meeting Minutes 02/05/2019

Program Year 2018 Subaward Monitoring Summary
