



**The Workforce Connection Board and Chief Elected Officials
Meeting Minutes**
**The Workforce Connection Board,
Workforce Board for Boone, Winnebago, and Stephenson Counties**

Meeting: September 13, 2022

Time: 8:00 am

Location: Zoom Virtual Meeting

Board Members Present: Ben Bernsten; Scott Bloomquist; Karen Brown; Todd Cagnoni; Kathy Crandall; Michelle Cassaro; Michael Dunn; Pamela Fettes; George Gaulrapp; Greg Harle; Dr. Sheila Hill; Vanessa Hughes; Dr. Brant Hulsebus; Jim Knutson; Eva Kretschmar; Kris Machajewski; Matt Montalbano; Amy Nord; Amy Ott; James Pirages; Dan Ross; Frank Rotello; Casey Schwebke; Dr. Howard Spearman; Juan Tapia; Todd Wells; Mark Williams; Jeff Zeal

Board Members Absent: Len Carter; Jeff Fahrenwald; Sue Fischer; Einar Forsman; Jessica Greenberg; Al Golden; Dr. Daniel Grohens; Bob Guirl; Kim Kuborn; Jamie Proctor

CEO Members Present: Joseph Chiarelli; William Hadley; Karl Johnson; Thomas McNamara;

CEO Members Absent: None

Board Staff Present: Gina Caronna; Cathy Cornelius; Chris Oysti; Dan White;

Partner Staff Present: Joseph Agbeko; Courtney Geiger; Christopher Greenwood; Mark Krupke; Beth Mead; Karyn McDonald; Tabitha Sims; Dr. Amanda Smith; Jessica Story; Tricia Wagner

Guests Present: Keith Barnes, Keynote Speaker; Nik Butenhoff, Committee member; Mary Cacioppa; Tabatha Dougherty; Bridget French; Ryan Goertzen, Committee member; Linda Lowry; Beth Mead; Paul Nolley, Committee member; Luz Ramirez; Dr. Amanda Smith; Therese Thill;

1. **TWC Board Call to Order:** Board Chair Frank Rotello presided and called the TWC Board to order at 8:13 am.

CEO Call to Order: Mayor McNamara called the CEO meeting to order at 8:16 am.

2. **TWC Board Roll Call:** A roll call was taken and a quorum was present.

CEO Roll Call: A roll call was taken and a quorum present.

3. **Approval of Meeting Minutes – Action Item:**
TWC Board Meeting Minutes – 06/07/2022

TWC Board Motion: Brown Second: Ott Approved

CEO Meeting Minutes – 06/07/2022

CEO Board Motion: Boone Second: Winnebago Approved

4. **New Slate of Officers/New Board Member Introduction:**

The new slate of officers for the term 10/01/2022 through 09/30/2024 was presented. Michelle Cassaro was introduced as the new Board Chair, with Frank Rotello moving to the Immediate Past Chair seat. Karen Brown moved from the Immediate Past Chair seat to become the Treasurer/Secretary. Amy Ott moved from the Treasurer/Secretary seat to become the Director-at-Large. Todd Wells graciously accepted the position of Vice-Chair. The Board is excited by both the experience and new ideas this slate of officers will bring with them.

Many new Board members were introduced. Nine of the eleven new members are Business Representatives from our region's strongest industry sectors. New to our Board is a representative from community partner, Region 1 Planning Council, Michael Dunn. The Board also looks forward to working with Kris Machajewski and the YWCA in its new role of providing Literacy Council services.

5. **Guest Speaker – Keith Barnes, Vice President of Equity and Inclusion**

Karen Brown, Immediate Past Chair introduced Mr. Keith Barnes and his work at Rock Valley College as it relates to Diversity, Equity, and Inclusion. Karen, as the Chair of the Human Resources Committee, is leading the Board as it strives to meet the goals of its DEI Statement. Keith's presentation can be found attached to these minutes.

6. **Collaborating for the Future**

Courtney Geiger presented information on TWC's impact and opportunities for Program Year 2021 (07/01/2021-06/30/2022). She shared information on training, hiring events, and career center visits. She shared data on the number of individuals enrolled in classroom or work-based training and the educational and employment impact of that training and supportive services. The key industry sector occupations in our region resulted in livable wages for those who completed training as well as millions of dollars in Return on Investment (ROI) to the region.

Frank Rotello, Chair shared Regional Labor Market Data related to population trends, Labor Force Participation Rate trends, Educational Attainment, Unemployment Rate Trends, Employee Retention Survey, COVID Affects, and State by State Unemployment and how the workforce board is reviewing this data and using it to design strategies to help both employers and individuals during this unprecedented economic climate. Presentation attached to these minutes.

7. **Aligning for 2023 and Beyond**

Group Discussion- With this data in mind, Frank asked the group to review the Board's Mission and Vision statements to see if they still aligned with the work of the Board. He then asked the group to complete a SWOT Analysis of the Board to identify strengths, weaknesses, opportunities, and threats in different areas. The attendees broke into small groups to complete the SWOT analysis. Presentation attached to these minutes.

8. **Closing Remarks**

Frank Rotello and Gina Caronna, Executive Director, shared their remarks on the direction of the Board for the new program year. Gina thanked Frank for his service as Board Chair for 2 terms and his dedication to the workforce of the three-county area.

9. **Member Comments:**

None

10. **Public Comment:**

None

11. **Adjournment**

TWC Board Motion to adjourn at 9:40 am

Motion: Brown Second: Ott Approved

CEO Board Motion to adjourn at 9:23 am

Motion: Boone Second: Winnebago Approved

Note: The CEO Board adjourned ahead of the TWC Board in case any of the Chairman needed to leave for another appointment.

Respectfully submitted,
Cathy Cornelius

Date: November 17, 2022

ITEMS INCLUDED IN THE MEETING PACKET

TWC Board Meeting Minutes 06/07/2022 (Action Item)

CEO Meeting Minutes 06/07/2022 (Action Item)

New-Outgoing Board Members

Keith Barnes Bio
