



Illinois Workforce Innovation Board

Bruce Rauner, Governor

John Rico, Co-Chair
Sean McCarthy, Co-Chair

Hyatt Regency McCormick
2233 S. King Drive
Chicago, IL 60616

December 6, 2016

IWIB Welcome/Roll Call

The meeting was called to order at 3:00 p.m. Roll call was taken and a quorum was present.

Present: John Rico, Elba Aranda-Suh, Tom Ashby, Julie Courtney, Debra Day, Elizabeth Dickson, Victor Dickson, Pat Fabijanski, Daniele Ferrari, David Friedman, Thomas Hacker, Grailing Jones, Alicia Martin, Michael Massie, Sandeep Nain, Terri Payne, Juan Salgado, Margie Schiemann, Aaron Tennant, Andrew Warrington, Grover Webb, Thomas Wendorf, Sylvia Wetzel, Terry Wilkerson, Michael Williams

Present by Proxy: Senator Melinda Bush (Nick Meyer), Jennifer Foster (Lavon Nelson), Kirk Gadberry (Amanda Martin), Jeffrey Mays (Jeff Fulgenzi), Sean McCarthy (Brittany Ladd), Marlon McClinton (Jewel McClinton), Barbara Oilschlager (Michael Monaghan), Michael Perry (Anne Irving), Kris Smith (Francisco Alvarado)

Absent: Henry Beards, Mike Conley, C.D. Davidsmeyer, Dr. John Donahue, Joe Forbes, Representative Norine Hammond, Angela Mason, Eloy Salazar, John Sigsbury, Representative Mike Smiddy, Larry Walsh, Senator Chuck Weaver

Ex-Officio Members Present: Dr. James Applegate, Tony Smith (Dora Welker, proxy)

Approval of September 15, 2016 Minutes

Co-Chair John Rico requested the board members to review the September 15, 2016 minutes as provided in the meeting packet. Mr. Tom Ashby made a motion to approve the minutes as presented; Mr. Sandeep Nain seconded the motion. With no further discussion, the motion passed.

Opening Remarks

Co-Chair John Rico welcomed the board members and informed the membership that Co-Chair Sean McCarthy, the Acting Director of Commerce and Economic Opportunity was unable to attend; however, the Department's Acting Assistant Brittany Ladd would be speaking on behalf of Co-Chair McCarthy.

Co-Chair Rico thanked Ms. Pat Fabijanski for hosting the board meetings at the Hyatt Regency McCormick Place. Ms. Fabijanski welcomed everyone and informed them of the holiday reception would be held following the board meeting in the hotel's restaurant. Co-Chair Rico thanked Daniel Ferrari and Sandeep Nain for helping to sponsor the holiday reception.

The Illinois workNet Center System, an American Job Center is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this website may be reached by persons using TTY/TDD equipment by calling TTY (800) 526-0844 or 711.

Co-Chair Rico provide an overview of the agenda which included: Minimum Training Expenditure Policy action item; updates regarding the Executive Committee, Apprenticeship Standing Committee, and Strategic Planning Task Force; and a presentation on the Illinois workNet.

Co-Chair Rico thanked the board members for their active participation and encouraged other to get involved. He reminded the board members that WJIOA has a strong employer focus and encouraged the board members to work within their local areas by talking to and meeting with their local board chairs which will provide the opportunity to know the needs of business and understand the issues occurring locally that need addressed at the state level.

Co-Chair Rico introduced and welcomed Acting Assistant Deputy Director Brittany Ladd to the board meeting. Acting Assistant Deputy Director Ladd thanked Ms. Fabijanski and the Hyatt for hosting the meetings. She stated she was excited to hear all of the achievements the committees and task forces have accomplished over the past several months as the board is vital to developing a vision and goals, policies, and procedures that creates a strong foundation which promotes business and economic growth in Illinois.

Acting Assistant Deputy Director Ladd briefly shared with the board members her education and employment background and then proceeded to provide updates on the Department's work. She thanked Deputy Director Julio Rodriguez and his staff for their continued efforts with employment and training workforce development. She mentioned that in November 2016, the Department and the Illinois Department of Employment Security hosted a Rapid Response Roundtable for the first time in a decade with approximately 170 attendees from across the state to learn and hare best practices.

Acting Assistant Deputy Director Ladd mentioned Director McCarthy, Director Mays and Brian Durham with the Illinois Community College Board along with a various industry group associations and other state partners have been leading effort to expand the apprenticeship opportunities to disadvantage youth through the Governor's Children and Youths Cabinet.

Additionally, Acting Assistant Deputy Director Ladd mentioned that the Department works closely with Intersect Illinois, which is the private, nonprofit that was created by the Governor in January 2016, on a number of different projects including foreign direct investments, marketing, and minority economic empowerment efforts. She highlighted the work of the Advancing the Development of Minority Entrepreneurship (ADME) is an investment program developed to strengthen Illinois' start-up and small business community by tapping into the potential of underrepresented communities, including African-American, Latino, Asian-American, women, and veteran entrepreneurs. In the next few months, the first pilot cohort of 15-30 individuals of minority-owned businesses and individuals in the Chicago, Peoria and Rockford metropolitan areas will begin.

Acting Assistant Deputy Director Ladd mentioned that Deputy Director Rodriguez participated in a question and answer session with Governor Rauner during National Apprenticeship Week which was November 14 - 20, 2016 and he had an excellent discussion on apprenticeships within Illinois.

Minimum Training Expenditure Policy

Mr. Terry Wilkerson, Chair of the Policy Workgroup on Minimum Expenditure Level, provided and update on the Workgroup's efforts with regard to the plan for policy changes related to the minimum expenditure rate. He stated that the Workgroup decided to conduct a thorough analysis of the process before proposing any final recommendations on increasing the expenditure level.

Mr. Wilkerson emphasized that the Workgroup prepared a two-step recommendation process. He provided a brief overview of the recommendation process as described in the meeting materials entitled, "WIOA Policy 15-

WIOA-8.4, Training Expenditure Requirement.” He stated the list found within the draft policy reflects the new JWIOOA strategies to utilize work-based training, especially apprenticeships and other new training opportunities. The Workgroup did not make changes to several areas of the policy which included: a minimum level which remains at 40 percent; incentives or sanctions; and technical assistance. Mr. Wilkerson stated that these will be the subject matter of future Workgroup meetings after a comprehensive analysis of expenditures by the local boards for the adult and dislocated worker funding streams have been completed.

Mr. Brian Richard, the Assistant Director for the Center for Governmental Studies at Northern Illinois University provided a brief overview of the Workgroup’s two-phase approach with regard to updating the policy. First, the recommendations address revisions to the list of allowable training and education services that can be considered for inclusion in the annual formula. The calculable expenditures reflect the WIOA emphasis on work-based training models and provide the assistance participants need to succeed in their training and education goals. The recommendations also incorporate a previous IWIB approved change of the formula from the independent calculations for the Adult and Dislocated worker Programs to a combined formula.

Mr. Richard reiterated that the Workgroup identified the need to have a detailed analysis of all expenditures of the Title IB Adult and Dislocated Worker Programs to determine how each, budgeted expenditure, affects the ability of local workforce boards to meet its goals as outlined in the Illinois’ Unified State Plan and in Regional and Local Plans. The analysis was requested by the IWIB Executive Committee and approved by the IWIB membership at the September 2016 quarterly board meeting. He stated that upon completion, the Phase 2 recommendations will be made to further revise the policy, including the possibility that other expenditures may be included in the formula, minimum expenditure level may be adjusted, and incentives and sanctions may be revised.

The board members held a brief discussion with regard to the timeline for having the recommendations being presented to the board membership and with regard to how people with disabilities will be classified affected by this policy. Mr. Terry Wilkerson stated that the analysis should be completed prior to the next quarterly board meeting and the recommendations would be presented no later than the fall quarterly board meeting.

Mr. Tom Ashby made a motion that the Board approves the recommended changes to the WIOA Policy that provides guidance on the minimum training expenditure requirements for the Title IB Adult Dislocated and Worker Programs with these changes providing updates to the types of training and educational services, as well as other allowable expenditures that can be considered as calculable. Additionally, these changes come with the understanding that an analysis of the overall expenditures of the local workforce boards and areas will be conducted with recommendations to be presented within the next six to nine months and upon those recommendations, the policy will be reviewed further for incorporation of those recommendations. The motion was seconded by Mr. Mike Williams. With no further discussion, motion passed.

Committees/Task Forces/Workgroups Updates

Executive Committee – Mr. Tom Ashby reported that the Executive Committee has continued to meet once every two weeks and thanked the Executive Committee members for their commitment to moving Illinois forward as WIOA continues to be implemented, as well as all the board members and participants attending the various committees and task forces, and workgroups. He provided an update since the September board meeting on the Executive Committee’s discussions which included: minimum training expenditure policy; Governor’s Guidelines; One-Stop certification Criteria Workgroup; and Strategic Planning Task Force which the chairs of these groups will be addressing the board membership shortly. Mr. Ashby stated if any board member needed additional information with regard the activities of the Executive Committee to please contact Mr. Mark Burgess.

Apprenticeship Standing Committee – Ms. Alicia Martin, Chair of the Apprenticeship Standing Committee provided a brief over of the Committee’s activities since the last quarterly board meeting. She stated the Committee has met in person once per quarter with a teleconferencing meeting during the other months.

She stated that the Governor’s Cabinet on Children and Youth reviewed six proposals in September 2016 and the Cabinet selected the Illinois Apprenticeship Plus Initiative as one of their three inaugural Cabinet projects. The Illinois Apprenticeship Plus Initiative led by the Illinois Department of Commerce and Economic Opportunity and includes members from eleven state agencies with industry partners from manufacturing, healthcare, construction and IT, as well as Transportation, Distribution, and Logistics Task Force. The project team will use the existing Illinois Workforce Innovation Board as the advisory team to ensure that the project moves in the right direction and will provide additional information and consultation to the working team.

She stated that in November 2016, the US Department of Labor announced that Illinois would be awarded \$1.3 million to fund the Illinois Apprenticeship Plus System project to launch a comprehensive and integrated apprenticeship system for Illinois. The project would increase training and informational materials to aid state and regional staff in promoting Registered Apprenticeship, funding for expansion of apprenticeship & support the hosting of statewide and regional roundtables to increase awareness and interest in apprenticeship activities.

Strategic Planning Task Force – Ms. Sylvia Wetzel, Chair of the Strategic Planning Committee provided an overview of the Committee’s activities as she referenced the meeting materials entitled, “Strategic Planning Task Force Update – December 6, 2016,” “IWIB Strategic Planning Task Force Minutes – November 10, 2016,” and “Statement of Work Outline for R5-6: IWIB Strategic Planning Project.” She stated that the Task Force was created to ensure the board was the keeper of the guiding vision and the driver of the system and that the board was ensuring alignment of workforce education and economic development. The Task Force members identified a lot of information in discovers with what the members know and does not know; therefore, the Task Force agreed that it would be most beneficial if Maher and Maher would craft an Executive Summary of the current Inclusive State Plan as this would assist the Board with a better understanding and a fundamental comprehension of the WIOA and IWIB – partners, programs, customers, etc., as these business ties are critical to our performance accountability and how the Task Force began to set the strategy and objectives.

Ms. Wetzel emphasized that the Task Force members met prior to the quarterly board meeting and stated that the group has great energy and commitment to the Strategic Planning vision and goals. She stated that the Task Force welcomes feedback to strengthen the plan and the Board and she looks forward to providing update at future meetings.

Co-Chair Rico requested that the Chairs of the Transportation, Distribution and Logistics Task Force and the Youth Standing Committee to briefly provide an update to the board members since the meeting was progressing in a timely manner. He mentioned to the board members that these two groups submitted a report which was included in the meeting materials.

Transportation, Distribution and Logistics Task Force (TDL) – Mr. Grailing Jones, the Task Force Chair, provided the board members an update of the activities of the Transportation, Distribution and Logistics Task Force since the last quarterly board meeting. Mr. Jones stated that the Task Force members met in October 2016 to divide members into self-selected teams to develop short-term and long-terms actions models. He stated these models address increase in awareness of the industry and its occupations, specifically truck drivers; increase capacity; improve alignment with education and training; and address driver shortages. Mr. Jones informed the board members that the TDL Task Force teams have developed models that will be tested over the next 60 days (short-term action models) and models that are system Models (long-term) that require months to reveal

impact. He referenced the meeting material entitled, "TDL Task Force, 12/6/2016" which provided additional information with regard to the models.

Youth Standing Committee – Mr. Mike Massie, Chair of the Youth Standing Committee, and Mr. Matt Hillen, staff member with the Department of Commerce, Office of Employment and Training, provided an update of the Youth Standing Committee's activities since the last quarterly board meeting. Mr. Massie referenced the meeting material entitled, "IWIB Youth Standing Committee Update, 12/6/16" as he highlighted the Committee's efforts in the past quarter in finalizing and releasing the WIOA Youth Career Pathway 2017 Notice of Funding Opportunity which was released in late October. Mr. Hillen provided additional information with regard to the schedule of meetings for the Request for Application with a submission due date of February 2, 2017. He stated that meetings have been scheduled for Springfield, Chicago, DuPage County, and at Rend Lake College. Mr. Hillen emphasized that consortiums have been encouraged to apply to ensure the all the needs of the opportunity are being met. Additionally, it was mentioned that the meetings are not only informational but to technical assistance to address the various challenges and barriers that organizations may experience as collaborative efforts are being formed with consortiums. Mr. Massie thanked Co-Chair and the board the time to provide an update on the Committee's activities. Deputy Director Rodriguez encouraged the board members to be engaged with their local workforce areas and into their industries to be a part of a consortium or in an advisory capacity.

Illinois workNet Updates

Ms. Jeannie Kitchens, Associate Director, Center for Workforce Development, Southern Illinois University – Carbondale, presented on the meeting materials entitled, "WIOA Works Illinois: Illinois Workforce Innovation Board Quarterly Meeting – Winter," "WIOA ePolicy Manual Overview, December 2016," and "Regional/Local Plan Dashboard and IWIB Overview, December 2016." Ms. Kitchens provided an overview of the Illinois workNet. She described the Illinois workNet as being the state's web portal system for workforce development which is available to all citizens, employers and education and workforce partners; home to WIOA resources, services, and tools; wide range of career and workforce development functions beginning with career exploration through adult career transition; and a flexible platform with real-time tools and guidance for stateside and regional programs.

Ms. Kitchens' presentation included the following topics: WIOA Works for Illinois Website's IWIB information, Illinois ePolicy Portal, and Illinois workNet Customer Support Center Dashboards. First, she provided the board members an overview of the information housed on the Illinois workNet website including board member information, the IWIB quarterly meetings as well as the Standing Committees, Task Forces and Workgroups meeting announcements and documents. Secondly, she stated the ePolicy section was newly developed and still undergoing updates; however, she emphasized that the WIOA Policy will read like an e-book with policies organized into chapters and requirements organized in sections with a helpful glossary of terms throughout. Ms. Kitchens' final presentation topic was on the Illinois workNet Customer Support Center Dashboards which provides integrated, real-time facilitation, engagement, and reporting tools for LWIAs and special projects. She stated that the current programs using the dashboards include: EPIC Pilot Program (Employment Opportunities, Personalized Services, Individualized Training, and Career Planning) which is used by the Illinois Department of Human Service staff and providers; Disability Employment Initiative (DEI) which is used by the LWIAs and their integrated partners; and Building Futures Project which is used by Department of Children and Family Services and LWIA staff. She provided a brief summary of the various outreach and recruitment tools and resources the dashboard provides to the dashboard users. She provided a brief live demonstration of the various webpages.

The board members held a brief a with regard to the website users, the capacities, and future program uses. Additionally, Mr. Burgess emphasized the importance of housing the IWIB's calendar of events, meeting

materials, and board members information. Co-Chair Rico thanked Ms. Kitchens for providing an informative presentation.

2017 IWIB Meeting Calendar

Mr. Mark Burgess reviewed the 2017 IWIB meeting calendar which was included in the meeting folder. He stated that the June meeting may include a Board Members' Retreat with a similar agenda as to June 2016's retreat and members would be notified as soon as those arrangements are finalized. Also, staff has been working with an organization that may host the September meeting and notification will be emailed as soon as the logistics are finalized. Additionally, he stated if any board member or their organization or affiliate associations that would be interested in hosting quarterly board meetings or other workgroup meetings to please contact Kristi Ruppel or himself.

Public Comment

Mr. Tom Ashby recommended that each quarterly board meeting would include an educational/informational process presentation such as today's presentation on the Illinois workNet. Other board members agreed that such presentations would be beneficial.

Mr. Grover Webb stated he attended the Illinois Farm Bureau's annual meeting and Governor Rauner addressed the membership on the concerns in the agricultural industry on December 5, 2016. Mr. Webb stated that the average age of the farmer was 60 years of age and encouraged those who are eligible to become members of the Illinois Farm Bureau.

Adjournment

Co-Chair Rico stated that the next meeting was scheduled for March 16, 2017 beginning at 1:00 p.m. at the Old State Capitol in Springfield. He asked for a motion to adjourn the meeting. Mr. Jeff Fulgenzi made a motion to adjourn the meeting and the motion was seconded by Mt. Tom Ashby. With no further discussion, the motion passed. The meeting adjourned at 4:35 p.m.