



Illinois Workforce Innovation Board

Bruce Rauner, Governor

James M. Schultz, Co-Chair

John Rico, Co-Chair

Microsoft Midwest Chicago – AON Center
200 East Randolph Drive, Suite 2000
Chicago, IL 60601
December 8, 2015

IWIB Welcome/Roll Call

The meeting was called to order at 3:16 p.m. Roll call was taken and a quorum was present.

Present: John Rico, James Schultz, Elba Aranda-Suh, Tom Ashby, Julie Courtney, Debra Day, Elizabeth Dickson, Victor Dickson, Pat Fabijanski, Danielle Ferrari, Joe Forbs, Jennifer Foster, David Friedman, Thomas Hacker, Vicki Haugen, Alicia Martin, Angela Mason, Michael Massie, Marlon McClinton, Sandeep Nain, Barbara Oilschlager, Terri Payne, Michael Perry, Eloy Salazar, Margie Schiemann, Mike Uremovich, Grover Webb, Thomas Wendorf, Sylvia Wetzels, Michael Williams

Present by Proxy: Dr. James Applegate (Amanda Winters), Kirk Gadberry (Ethan Garcia), Jeffrey Mays (Jim McDonough), Tony Smith (Dora Welker), Kris Smith (Francisco Alvarado)

Absent: Gena Atchison, Henry Beards, Leah Bolander, Hugo Chaviano, Mike Conley, James Dimas, Mike English, Scott Frick, Karen Hunter-Anderson, Don DeDobbelaere, Francisco Menchaca, Janet Payne, Tom Prinske, Donnie Robinson, Juan Salgado, John Sigsbury, David Stoecklin, Gary Swango, Keith Wagner, Larry Walsh, Andrew Warrington, Terry Wilkerson, Seth Wilson

Approval of September 17, 2015 Minutes

Co-Chair John Rico requested the board members to review the September 17, 2015 minutes as provided in the meeting packet. Ms. Barbara Oilschlager made a motion to approve the minutes as presented; Mr. Sandeep Nain seconded the motion. With no further discussion, the motion passed.

Welcoming Remarks

Co-Chair Rico welcomed the board members and thanked Ms. Shelley Stern-Grach for hosting the December quarterly meeting at the Microsoft Midwest Chicago Office and Ms. Elizabeth Dickson, for sponsoring the meeting's refreshments.

Co-Chair Rico briefly provided an overview of the agenda which included: an update on the transition and implementation processes under the Workforce Innovation and Opportunities Act (WIOA); presentation of the Governor's guidelines to the state and local program partners; presentation of the comprehensive one-stop center certification process; a review of the United State Plan outline; regional planning process and scheduled meetings; and an update from the Executive Committee. Additionally, he announced that the board member would hear from two guest speakers, Vickie Haugen of Vermilion Advantage and Jason Tyszko from the U.S. Chamber of Commerce, who provided a presentation regarding the Talen Pipeline Management Project.

Co-Chair James M. Schultz thanked the Microsoft Midwest Chicago Office staff and the Aon Center for their support of the IWIB in hosting the meeting with a special thank you to Ms. Stern-Grach who is the Director of Civic Engagement for Microsoft in Chicago and was a former IWIB member. Additionally, he acknowledged Ms. Elizabeth Dickson, Director of Human Resources of Engineered Glass products for her generosity in [providing the meeting refreshments.

Co-Chair Shultz emphasized the important opportunity that the IWIB board has to move Illinois forward through the transition under the Workforce Innovation and Opportunities Act. He stated that he had a meeting with the Governor earlier in the day and that the Governor extends his gratitude for all the board members' involvement and commitment to have the workforce and business industry excel.

He emphasized that Illinois' greatest asset is the workforce and this workforce is an important location factor for businesses. He mentioned how that the priorities are focused on employer-driven and in-demand skills, the importance of collaboration between industry and education as well as connecting business with community colleges to collaborate on development of programs, and the enhancement to the local workforce system and the use of Illinois workNet to grow the talent base. Additionally, he highlighted the services provided for the employees impacted by layoffs.

Co-Chair Shultz recognized the exceptional work accomplished by the Inter-Agency Team around WIOA implementations and the upcoming Regional Planning Meetings occurring later in the week. He emphasized the unprecedented level of collaboration among the agencies to ensure Illinois is serving the workforce, education, and education development needs of business plays an important role. He thanked Jennifer Foster and Karen Hunter-Anderson with ICCB; Jeff Mays, the Director of Employment Services; Jim Dimas, the Secretary of the Department of Human Services, Diane Grisby-Jackson, the Director of the Division of Family and Community Services and Kris Smith the Director of Division of Rehabilitation Services. Additionally he acknowledged the work of all of the local workforce partners including the Illinois Workforce Partnership and its President Julie Courtney, as well as the Department of Commerce team.

Workforce Innovation and Opportunities Act

Transition and Implementation – Governor's Guidelines

Deputy Director Julio Rodriguez, of Department of Commerce's Office of Employment and Training provided a brief overview of the meeting materials entitled, "Governor's Guidelines to State and Local Program Partners for Negotiated Costs and Services under the Workforce Innovation and Opportunity Act of 2014" and "Executive Summary: Governor's Guidelines to State and Local Program Partners for Negotiated Costs and Services under WIOA." He stated that the Workforce Innovation and Opportunity Act of 2014 (WIOA) required the Governor to issue guidance to state and local partners for negotiating cost sharing, services access, service delivery and other matters essential to the establishment of effective local workforce development services under the law.

Deputy Director Rodriguez stressed that with the delay of the federal government issuing guidance, the State decided to propose a set of guidelines to the Governor; these guidelines have been imbedded across the state with the local workforce areas. He emphasized that a key element of the guidelines is that the infrastructure costs is a significant issue at the local level and in the past many challenges were faced under the Workforce Investment Act; however, this guidance should be viewed as first steps in addressing past infrastructure issues. Deputy Director Rodriguez stated that the Governor's Guidelines should be viewed as an evolving document as the Inter-Agency team provided their due diligence in addressing concerns and challenges related to infrastructure costs. He encouraged the board members to read the documents provided and stated a more in-depth presentation would be made available upon request. In conclusion, he stated that the "Governor's Guidelines" did not require any action by the Board.

Transition and Implementation – Comprehensive One-stop Center Certification

Deputy Director Rodriguez provided an overview of the meeting materials entitled, "Illinois Workforce Innovation Board Criteria and Procedures for Certifying Comprehensive One-Stop Centers Under the Workforce Innovation and Opportunity Act of 2014" and "Executive Summary: Illinois Workforce Innovation Board Criteria and Procedures for Certifying Comprehensive One-Stop Centers under WIOA." He emphasized that the guidelines fulfill the WIOA requirement that the State workforce development board, in consultation with chief elected officials and local board establish objective criteria and procedures for use by local board in assessing and certifying comprehensive one-stop centers. He continued to state that each local area must have at least one physical location, a comprehensive one-stop center, that provides the on-demand access to career services, training services, employment series, and all required programs and data. The State criteria and procedures set the standard for local workforce board to apply to ensure comprehensive one-stop centers meets minimum criteria for certification. Deputy Director Rodriguez stated that the local boards may develop additional criteria to respond to labor market, economic, demographic or other conditions or priority.

Deputy Director Rodriguez requested that the board members approve the criteria and procedures for the certification of One-Stop Centers in Illinois as the information presented and as outlined in the distributed meeting documents. Ms. Jennifer Foster made a motion to approve the criteria and procedures for the certification of the One-Stop Centers in Illinois as presented; motion seconded by Mr. Jim McDonough. Co-Chair Rico opened the floor for any discussion. Ms. Julie Courtney expressed concern regarding the timeframe of the deadlines and she stated that she would take the certification criteria and procedures to the Illinois Workforce Partnership meeting in January and would suggest that the final approval vote would be held at the February IWIB meeting. Ms. Foster amended her motion; the revised motion included the Executive Committee to consider and review the Illinois Workforce Partnership's concerns regarding the timeframe of the deadlines regarding the One-Stop Centers certification process as the current year is a transition year due to the WIOA implementation. Mr. Mike Williams seconded the motion. Motion passed.

Additionally, there was a discussion with regard to the board certification process. Deputy Director Rodriguez and Ms. Lisa Jones stated that the State was reviewing the board certification process to make it more streamline. Ms. Jones stated that approximately six or seven board certifications have been approved by the Governor's Office and the others are in various stages of being certified.

Review of Unified State Plan Outline

Deputy Director Rodriguez provided a brief overview of the Illinois State Plan process and strategies as outlined in the meeting materials entitled, "Illinois Plan Outline and Expanded Strategies." He stated that the document identifies the specific components that are required in the State Plan. Additionally,

he emphasized that the data that is being used in the regional meetings will be used to form the State Plan, as well as the strategies that are coming out of the regional meetings will be incorporated into the State Plan. The State Plan will also include initiatives focusing on specific populations such as youth and a new definition of bridge programs, which will allow the State to have a roadmap for the future.

Additionally, Deputy Director Rodriguez emphasized the three main mechanics of the State Plan include: data – large strategies, specific day-to-day operational needs and the integration and alignment of services. He stated that the Inter-Agency Team will need to articulate in the State Plan how the programs will be integrated and aligned to best serve the customers to provide a career pathway. In conclusion, Deputy Director Rodriguez stated that the State Plan will be presented at the February 2016 quarterly board meeting with a thorough discussion regarding the various components.

Regional Planning Process and Meetings

Deputy Director Rodriguez provided a brief overview of the Illinois' WIOA planning process and the upcoming scheduled meetings as he referenced the meeting materials entitled "Illinois's WIOA Planning Process" and "Regional Planning Session Assignments." He stated that the WIOA requires the State, regional and local workforce plans be developed in concert with the core partners and stakeholders. Illinois' planning process begins with the state's vision and guiding principles as established by a State Leadership Team comprised of business, workforce education, and state agency officials.

The ten Economic Development Regions will be represented during the three regional planning sessions (Effingham – December 9th, Bloomington – December 10th, and Chicago – December 11th) The assembled groups will have the task to analyze a series of data to understand and identify various economic variables such as: the gaining population and the business trends, and from the analysis the group will identify specific goals and next steps to achieve the best economic development within each region within Illinois.

In conclusion, Deputy Director Rodriguez stated that the planning process for both the state and regions is an ongoing effort. While the State Plan is due on March 3, 2016, the Regional Plans do not have to be in place until July 1, 2016. He thanked all the core partners and key stakeholders for their continued efforts. Co-Chair Rico encouraged the board members to attend the regional planning meetings.

Executive Committee Update

Mr. Tom Ashby thanked the board members for their continued support through the WIOA transition process, as well as welcoming the newly appointed members. He provided an overview including the roles and responsibilities of the Executive Committee; updates on the board composition, business recruitment, revisions of the By-Laws and the IWIB Act; and a review of the 2016 IWIB meeting schedule.

Mr. Ashby emphasized that the Executive Committee was created as an extension of the Board with the authority to act on its behalf when it was not feasible to convene the full membership. He continued to state that the major duties include: outreach and recruitment of businesses, review and update the IWIB By-Laws and state workforce board act as necessary, recommend and approve time-sensitive Board related policy that requires action between full board meetings, act as a conduit to the full Board on innovative approaches to training, as well as provide outreach to the legislative body.

Mr. Ashby informed the board members that the Executive Committee and Office of Employment Training staff is working with the Governor's Office diligently to ensure the board membership meets the compliance requirements. He informed the board that the board composition must maintain a

majority of business members and at least twenty percent workforce which includes labor, apprenticeship program, community-based organizations, and youth employment, training and education.

Mr. Ashby emphasized that the Executive Committee has been developing a plan to strengthen the business relationships and to maintain a pool of interested candidates who can be called upon when board openings occur or involvement on committees are needed as this would improve the response time in all areas. Additionally, he stated that efforts to ensure a diverse group of businesses members, both, reappointed and newly appointed, as well as represent the diverse geographic areas of the state.

Mr. Ashby provided a brief overview of the Executive Committee's work with regard to the IWIB By-Laws including: all Board and standing committee meetings meet the Illinois' Open Meetings Act requirements; changes in quorum requirements with it including a majority of business members present, clarification of Conflict of Interest provisions, and utilizing the Robert's Rules of Order for meetings instead of the Sturgis Standard Code of Parliamentary Procedures. He stated that the revisions to the By-Laws will be sent to all board members for review prior to the February 2016 board meeting with the intention to approve the By-Laws at that meeting.

Mr. Ashby stated that the Executive Committee will be working with the Governor's Office and legislation staff to update the Illinois Workforce Act to ensure it is in compliance with the Workforce Innovation and Opportunities Act. Additionally, the Executive Committee will be recommending that any reports required in the Act are reflective in the workforce system of Illinois with data that is relevant, current, and easily acquired through the numerous reports already being produce by the four core programs and agency partners.

Mr. Ashby informed the board membership that the 2016 meeting sites have been determined; however, hosts are still needed for most of the quarterly board meetings. Additionally, board staff is looking toward to identifying possible meeting locations and hosts for 2017, as well as the other standing committees which may be from board members through their associates and partnerships.

A brief discussion was held regarding the status of board members appointments and reappointments. Mr. Mark Burgess stated that the has continued to work closely with the Mr. Ed Murphy in the Governor's Office; it has been determined that some of the board members' applications were out dated and those member will be asked to resubmit the new application in the near future. He encouraged any board member who has questions or concerns regarding their status to contact his office and he would review and explain the appointment process.

Mr. Ashby requested that the board members consider a motion that acknowledges the steps planned and taken towards the WIOA implementation and affirms that all activities remaining related to the implementation plan to be managed by the IWIB Executive Committee which would retire the WIOA Implementation Task Force as of this date. Mr. Tom Wendorf made a motion to acknowledge the steps planned and taken towards the WIOA implementation and affirms that all activities remaining related to the implementation plan to be managed by the IWIB Executive Committee; therefore retiring the WIOA Implementation Task Force. Mr. Jim McDonough seconded the motion with no further discussion; motion passed.

Additionally, the board members held a brief discussion and agreed to hold a half-day or full-day retreat to delve into the roles and responsibilities as Illinois continues its transition to WIOA in order for the Board to be in compliance. The Executive Committee will schedule and plan a board retreat which will

allow the board members to understand the roles and responsibilities of the Board, as well as to develop the strategies and policies necessary to drive the components of the State Plan.

Talent Pipeline Management Project

Mr. Jason Tyszko, Senior Director of Policy and Programs at the U.S. Chamber of Commerce Foundation's Center for Education and Workforce and Ms. Vicki Haugen, President & CEO of Vermillion Advantage thanked everyone for the opportunity to address the board membership and provide an update on the U.S. Chamber of Commerce of Foundation's Talent Pipeline Management Initiative and the successes of Vermillion Advantage.

Mr. Tyszko provided a brief overview of the U.S. Chamber of Commerce and its Foundation. The U.S. Chamber of Commerce is the largest business federation which represents state and local chambers across the country with a membership base of three million. The Foundation is a nonprofit affiliate of the U.S. Chamber of Commerce dedicated to strengthening America's long-term competitiveness and educating the public on how the free enterprise system improves society and the economy. Mr. Tyszko highlighted national data pertaining to the threat to American growth and competitiveness due to skills gap. He stated that a recent survey found that over 90% of business leaders believe there is a serious gap in workforce skills and nearly 50% are struggling to fill jobs. Additionally, he stated that over 40% of companies cannot expand business due to lack of skilled workers. If left unaddressed, the skills gap could cause more than 6 million positions to go unfilled by 2020.

Mr. Tyszko's and Ms. Haugen's presentation, which included meeting materials entitled: "Building the Talent Pipeline: An Implementation Guide," "Managing the Talent Pipeline: A New Approach to Closing the Skills Gap," and a PowerPoint presentation "U.S. Chamber of Commerce Foundation: Education and Workforce with Vermillion Advantage," explored the successful efforts of a partnership between Vermillion Advantage in Eastern Illinois and United States Chamber of Commerce Foundation.

Mr. Tyszko presented the basis of the Foundation's efforts to develop partnerships to address skills gaps across a diversity of industries. By managing the talent pipeline, companies can maximize their limited time and resources to improve their return on investment. Through the partnership with Vermillion Advantage, the local economy and business environment of Vermillion County have been strengthened. Ms. Haugen discussed the coordinated efforts that provided strategic leadership on critical business issues including leading economic and workforce development, anticipating and responding to member's needs, addressing quality of life issues, and providing a network of information and business contacts.

After the presentation, a brief question and answer period was held among the board members and the presenters regarding STEM curriculum across various business industries and the importance of an employer collaborative effort.

Public Comment

Co-Chair Rico and Deputy Director Rodriguez again thanked Ms. Shelley Stern-Grach for hosting the December quarterly meeting at the Microsoft Midwest Chicago Office. Additionally, they thanked Ms. Dickson for sponsoring the meeting's refreshments. No further public comments were made.

Adjournment

Co-Chair Rico stated that the next meeting will be held on February 25, 2016 at the Illinois State Library in Springfield, Illinois beginning at 1:00 p.m. Co-Chair Rico asked for a motion to adjourn the meeting. Mr. Tom Ashby made a motion to adjourn the meeting and the motion was seconded by Mr. Jim McDonough. With no further discussion, the motion passed. The meeting adjourned at 5:00 p.m.