



Illinois Workforce Investment Board

Pat Quinn, Governor

Warren Ribley, Co-Chair

John Rico, Co-Chair

Microsoft - Aon Center
200 East Randolph Drive, Suite 200
Chicago, IL 60601
December 16, 2010

IWIB Welcome/Roll Call

The meeting was called to order at 3:15 pm. Roll call was taken and a quorum was present.

Present: Warren Ribley, Tom Ashby, Rosiland Bruce, Earl "Sandy" Moldovan, Barbara Oilschlager, Janet Payne, Michael Perry, Tom Prinske, John Rico, Donald Sevener, Eloy Salazar, Diane Williams.

Present by Proxy: Geoffrey S. Obrzut (Lavon Nelson), Maureen O'Donnell (Letitia Dominici)

Absent: Honorable James Clayborne, Jr., Mark Harris, Charles D. Johnson, Robert F. Kilbury, Dr. Chris Koch, Ronn Morehead.

Approval of September 16, 2010 Minutes

The Board members were asked to review the September 16, 2010 minutes as provided in the meeting's handouts. Earl "Sandy" Moldovan made a motion to approve the meeting minutes of September 16, 2010 and Tom Ashby seconded the motion. The motion passed.

Opening Remarks

Board members and guests were welcomed to the meeting. Shelly Stern from Microsoft was recognized and thanked for hosting the December IWIB meeting and for being a great partner on the Illinois Workforce Investment Board(IWIB) authorized Information Technology Task Force and for her work on Elevate America. John Rico was announced as the new co-chair of the

IWIB and he thanked the Board members for the confidence placed in his abilities as the IWIB moves forward.

The meeting was turned over to Jason Tyszko, Deputy Chief of Staff of DCEO, to provide an update on the nomination process of new members. Jason informed the Board members of several additions including Donald Sevener, the Interim Director of the Illinois Board of Higher Education who is replacing Judy Erwin and who was in attendance. Michelle Saddler, former Chief of Staff for Governor Quinn, will be replacing Grace Hong-Duffin as the Secretary of the Illinois Department of Human Services. Mark Harris will be serving as the Office of the Governor's liaison and will be attending future meetings. Jason provided an update on the status of new appointments; twelve new private sector partners were submitted for approval to Boards and Commissions and five members are awaiting renewal at this time. Jason informed the board members that an additional ten new private sector members need to be appointed in order to be in compliance with the fifty-one percent requirement.

Director Ribley informed the board members of pending legislation in the Illinois General Assembly (passed by the Senate and may be voted upon by the House in the first week of January) that would impact sitting members of this board as well as all appointments that requires advice and consent of the Senate. The legislation would terminate those positions and allows a thirty day window for reappointment by the Governor. This will allow a systematic way to ensure that the various boards, commissions, and other appointed positions are current and addressed by the Governor. A brief discussion was led by Earl "Sandy" Moldovan regarding the ease of use of the online process required for reapplying to a board if the legislation passed. Director Ribley further explained that the application process is an online system through the Board and Commissions website.

Director Ribley provided a brief update on activity with regard to the Illinois and local workforce system involving the Trade Adjustment Assistance Act. The Act is expected to expire December 31, 2010 and a rule requiring administration of the program by state merit staffing will be put into effect. The enforcement of this rule is particularly challenging given that in Illinois the Act is predominantly administered at the local level. Director Ribley stated that bi-partisan legislation was presented and passed by the House of Representatives on December 15, 2010 that provided: 1) to reauthorize the Act, which also prevents the funding level and programmatic activities from reverting back to the 2002 law; and 2) to delay implementation of state merit staffing rule by eighteen months. Director Ribley informed the Board members that the legislation may be presented to the Senate later in the evening; however, it is unclear if the Senate will take prompt action.

Therese McMahon, Deputy Director of the Office of Employment and Training, encouraged the Board members to send a letter of support for passage of the legislation. Kathy Schwab, DCEO staff to the IWIB, will be emailing a draft letter to each Board member. The letter of support needs to be sent to Senator Durbin and Senator Kirk encouraging them to support the legislation and the immediate need for a vote as Illinois stands to lose \$10 million in funding.

State Energy Sector Partnership Report

Director Ribley requested David Gallagher provide a brief presentation of the status of the State Energy Sector Partnership (SESP). David provided background information on the SESP and recapped the recommendations and findings that were previously reviewed by the IWIB at the September 16th meeting in Bloomington. The report required a series of final edits provided by the SESP and was therefore not voted upon at the September meeting. After providing a summary of the report and discussing the changes, David requested that the Board take action to approve the report. David had also provided assurances that the local projected funded under the SESP federal American Recovery and Reinvestment Act (ARRA) grant were continuing without delay given that a vote needed to be postponed. Prior to voting the Board discussed the need to continue the work of the SESP with emphasis on continuing to identify emerging energy sector jobs and related labor market information. Director Ribley requested a motion to approve the SESP report. Barbara Oilschlager made a motion to approve the SESP Final Report and Rosiland Bruce seconded the motion. The motion passed.

Strategic Planning Leadership Committee Update

Director Ribley requested Bill Sinwell with DCEO's Office and Employment and Training provide an update on the Strategic Planning Leadership Committee. Bill Sinwell introduced Mark Williams, the new Executive Director of Disability Works.

Bill began by stating the Medicaid Infrastructure Grant (MIG) Strategic Planning Leadership Committee (SPLC) was established in 2007 as a subcommittee of the Illinois Workforce Investment Board to develop a three year plan for removing barriers to employment for individuals with disabilities. Through the use of surveys of individuals with disabilities, parents, and employers, the Strategic Plan was finalized in 2008 identifying five primary goals. The five primary goals are: 1) expand workplace inclusion and retention; 2) shift the perception regarding people with disabilities related to employment for employers, parents, educators, and people with disabilities; 3) communicate and coordinate information regarding work incentives and benefits planning; 4) develop data systems to measure the effectiveness of work incentive programs; and 5) recommend revisions to federal and state policies that directly affect employment opportunities for people with disabilities.

He specifically provided an update of the past year and current activities with regard to the two grants awarded to Southern Illinois University. First, Southern Illinois University developed a Disability Services Pathway on Illinois workNet portal that provides a wealth of information and resources for job seekers with disabilities. This year, Illinois workNet is adding a "benefits calculator" to the portal so that prospective job seekers with disabilities will be able to determine how obtaining a job might impact their benefits. Secondly, disabilityworks conducted a series of chamber summits that were held across the state that presented the business case for employing individuals with disabilities, provided information on the real cost of reasonable accommodations, and identified applicable tax incentives.

This year disabilityworks will be providing disability awareness and sensitivity training to the staff in every Small Business Development Center in Illinois. One important note is due to the progress of these grants, the Department of Healthcare and Family Services (DHFS) has approached DCEO regarding the administration of the final year of the grant. Acknowledging

that "DCEO has done an exemplary job in implementing the MIG's initiatives and will continue to play a crucial role in facilitating the CY 2011 objectives," DHFS believes that it would make sense for DCEO to assume a larger role in administering the MIG for the next year.

Bill Sinwell asked Mark Williams to describe the two main projects that disabilityworks will lead in 2011 under the Medicaid Infrastructure Grant. Mark began by describing the first project, the 2011 chamber summits. This project will have the disabilityworks: 1) conduct disability awareness education summits for the entire state; 2) provide live presentations and online content which focuses on the business case for workplace inclusion of individuals with disabilities; 3) target the issues of specific regions of the state (southwest, northwest, northeast, and southeast) through appropriate content, speaker, and presentations; 4) recruit local stakeholders (business and civic leaders) to publicize and host each summit and recruit participation; 5) use online technology to deliver and archive summits and to provide ongoing resources and information to participants; and 6) identify individual participant interests and conduct follow-up.

The second project is the Community Services Assessment. Mark explained that disabilityworks will administer the Community Services Assessment Tool, which was developed by the SPLC in 2010. The tool provides individuals and communities with a structured process to learn about the available services to persons with disabilities in a specific community and to assess potential gaps and unmet service needs that may exist. He continued to inform the board members that disabilityworks and DCEO staff will identify and recruit participation of community leaders throughout the state in using the Tool in their communities. Communities that participate in the assessment will gain valuable insights into the areas of their communities that need attention to become more inclusive. disabilityworks will evaluate and report the aggregate findings from the completed assessments, including information on services provided and gaps in services which will be used to support local, regional, and statewide program and policy improvements. Finally, disabilityworks resource coordinators will provide assistance to community leaders, as requested, in identifying and taking next steps to address service weakness.

Task Force Updates

Information Technology Task Force

Director Ribley requested John Rico provide an update on the Information Technology Task Force. John, in his capacity as Chair of the Task Force, provided a summary of activities including the last meeting which was held on October 25, 2010. John requested that Jason Tyszko provided an update on the outcome of the Race to the Top application process as well as plans for the continuation of the State of Illinois' STEM Education Reform Agenda. Jason explained that while Illinois was not a grant recipient under Race to the Top, the State remains committed to the reforms identified in the application and will continue to scale-up Programs of Study in nine critical clusters, including Information Technology, as well as support the formation of STEM Learning Exchanges. The Task Force report highlighted both education reforms as key recommendations.

In addition to the education update, John requested that David Gallagher provide an update on the healthcare information technology project, which was also identified as a recommendation in

the Task Force report. David explained that the project was designed to help ensure that the state health care training and provider system will effectively transition to electronic medical records and the inclusion of health information technology systems and the requisite skill requirements therein. It was explained that a core team of project advisors, including representatives from information technology and healthcare companies as well as education partners, had met three times at the Metropolitan Chicago Healthcare Council to review changing skills requirements and modifications to career pathway models. The outcome of these meetings include, 1) a baseline analysis that reviews related-occupational groups and categories and relevant industry recognized certifications and credentials; 2) a review of occupational groups, including solution developers, solution installers/implementers, and solution administrators that are necessary for each implementation stage with corresponding skill requirements for small and large health care providers; and 3) a report highlighting 39 skill requirements for successful implementation of health information technology systems in a health care provider. While the overall occupation and skill reports were suitable as an occupational framework, it was necessary to continue to assess the specific skill requirements of the overall workforce to understand the impact of large scale health information technology adoption on related occupations.

The working group also examined existing health informatics Program of Study models as part of an education supply side analysis. Finally, the working group met with labor market information specialists from the Illinois Department of Employment Security (IDES) and the University of Illinois to discuss the anticipated market demand for health information technology occupations and the ability of the education pipeline to meet that demand.

David concluded his update by identifying next steps, including holding a webinar in January to discuss the framework with key state stakeholders as well as develop a recommendation for how to incorporate health information technology into both health science and information technology Programs of Study

A brief discussion followed the presentation by the Board regarding the importance of setting basic standards in the healthcare information technology industry to ensure that individuals are receiving appropriate training that prepares them for successful transition into emerging occupations. In addition, efforts should be reviewed to expand access to training through online delivery systems and through regional networks.

John Rico then transitioned the discussion and requested that David provide an update on the efforts to promote "Level 1" information technology education and training programs in Illinois based on the Task Force's recommendations. David began by recapping that the Level 1 project was envisioned to develop a strategy for improving Level 1 information technology skills for all citizens in Illinois through education and workforce development systems as well as Digital Divide programs in Illinois. The Level 1 information technology skills group began by defining the problem, creating a definition of Level 1 skills, and compiling best practices and existing efforts designed to address the digital divide needs of Illinois' citizens. Next steps include developing a set of recommendations for scaling-up best practices and imbedding Level 1 skills development in all education and workforce administered State programs.

Veterans Task Force

Director Ribley requested Stephen Konya, DCEO's Chief of Staff, provide an update on the Veterans Task Force. Stephen introduced himself to the Board members and stated he was honored to be the Chair of the Veterans Task Force as he had served six years as a Marine Corps Reservist. He continued to state that the Task Force is unique in the fact other recent task forces are sector focused and the Veterans Task Force is focused instead on a demographic. Stephen thanked Jason Tyszko and Bob Sheets for their work in planning and staffing the Task Force.

Stephen then explained that since the last update provided to the Board significant progress has been made with regard to the work of the three subgroups. These subgroups include: 1) Transitions to Employment; 2) Access to Education and Training; and 3) Access and Utilization of Benefits and Support Services. Thus far each of the three subgroups has met and hosted a panel discussion featuring experts in each of their respective areas. These discussions were used to frame challenges and barriers unique to each areas as well as to survey existing practices. After each panel discussion the Task Force would work together to develop recommendations for inclusion in the final Task Force report.

In addition, the Task Force was engaged in aggregating labor market information and education attainment data to provide a data infrastructure for veterans that would guide the work of the Task Force. To date, all but one data sharing agreements have been secured. The IDES has already begun to study data from several participating agencies, including veteran profile data of those veterans discharged to Illinois as well as wage data on those veterans that have transitioned to employment. IDES is still missing data on federal employment of those veterans and education data enrollment although the data is expected to be obtained in the near future. The early data supports findings of a previous IDES study that while there are challenges and barriers for all veterans seeking to enter the workforce after being discharged, veterans ages 21 -24 with a rank of E1 - E3 and those with service-connected disabilities face the greatest difficulty in accessing employment within the first four quarters of being discharged and often end up in low-skill, low-wage occupations.

Finally, the Veterans Task Force in cooperation with the West Point Society of Chicago hosted a Jump-Start project on November 17, 2010 at the Union League Club in Chicago. This event combined an in-person networking event with virtual training and job placement assistance. The purpose of the event was to explore how Illinois workNet could provide training modules to event registrants to better prepare them for networking with employers prior to the event as well as provide follow-up services post-event to support ongoing networking. Immediately following the event a survey was distributed to participating employers and veterans to assess employment gains. Survey results are still pending and will be used to inform a future Jump Start event in central Illinois.

The last two meetings of the Task Force are scheduled for January and February 2011; the Task Force plans to submit a final report of recommendations to the board members at the March IWIB meeting.

Stephen asked Julio Rodriguez, DCEO staff member for workforce special projects, to update the Board on changes to the Illinois workNet portal to better support veterans. Julio stated that

the new veterans' site was launched on Veteran's Day, November 10th, and included resources for individuals, businesses, and workforce professionals. The webpage looks similar to the dislocated worker page, which is easy to navigate among the resources available. This site has had over 5,000 visits from veterans and over 400 visits from employers. Julio encouraged everyone to visit the website and provide feedback to make the site better to serve Illinois' veterans.

A brief discussion was held after the presentation by Board members around veterans' services. In particular, the Board discussed existing efforts geared toward the harder to serve veterans population, the re-entry population, and mental health population. In addition, the Board discussed providing virtual job fairs throughout the state which have been successful in the past, especially downstate/southern Illinois. Finally, the Board discussed increasing employer participation in hiring and training a wide variety of veterans' populations, including those veterans receiving multiple services in the workforce and social service systems.

Transportation, Distribution, and Logistics Task Force

John Rico requested Mike Johl provide an update on the Transportation, Distribution, and Logistics (TDL) Task Force. Mike provided a brief update in the TDL sector by reviewing the three major tasks from the report. The first was to identify and quantify data for critical occupations into four critical pathways, including: 1) facility and mobile equipment maintenance; 2) logistics planning and management; 3) transportation operation; and 4) warehousing and distribution operations. This efforts was completed and Mike stated that a critical mass of jobs will be available across these pathways and more than a third will grow more than 10 percent, which equates to an anticipated 32,000 job openings.

The second task was to review existing education programs and successful models in corresponding pathways. This included creating an inventory of enrollments and graduation statistics to determine which programs are successfully transitioning into employment and where do we need improvement.

The third task was to use the information to develop a baseline gap analysis in critical occupations anticipated to grow in Illinois. For example, the data supports that occupations in the field of mechanics will have significant openings working with large machines. Mike reviewed the handouts provided in the meeting materials as he explained how Program of Study pathway courses may be structured for a TDL program.

A brief discussion was held after the presentation with regard to continuing changes in labor demand for the industry sector, especially with regards to alternative fuels.

Shifting Gears Update

Lavon Nelson from the Illinois Community College Board provided a brief overview of the Shifting Gears Initiative. The initiative involving the development and implementation of bridge programs continues to move forward. Lavon stated that meetings are currently underway with other Shift Gears states to discuss sustainability issues as the initiative is in its last year. In the meantime, ICCB is working with Adult Education bridge programs across the state to develop and implement at least one bridge program in each of the Adult Education Area Planning

Council regions. Thus far Career and Technical Education and development Education bridge programs are under development in six community colleges with eight more colleges positioned to develop programs.

In addition to growing bridge programs, ICCB is working with partners to develop a bridge handbook for practitioners wanting to build bridge programs, which will be the first in the nation. Work also continues on the development of an interactive website to analyze outcomes and plan for continuous improvement. Finally, information packets will be assembled with a unified message across agencies and supporting partners to be distributed to the Office of the Governor and to state legislators.

Lavon concluded her Shifting Gears update by pointing to signs of program adoption, including the use of the bridge definition as part of the Workforce Boards of Metropolitan Chicago's recent TANF grant from U.S. Health and Human Services; and the City of Chicago Department of Family and Support Services now includes bridge programs in their Request for Proposal for Workforce Investment Act (WIA) funding.

Additionally, Lavon discussed the Highway Construction Career Training Programs Initiative, which Illinois Community College Board and the Illinois Department of Transportation (IDOT) have entered into an intergovernmental agreement to train women, minorities, and disadvantaged Illinois residents to be placed with contractors, unions, and apprenticeship programs. Currently, IDOT has contractors and unions unable to meet their contract needs for required participation of women and minorities in the highway constructions trades. This collaborate effort is a new approach to address this need utilizing the training strengths and capabilities of the Illinois Community College System. This new effort is envisioned to have community colleges take the lead on adapting training programs to meet regional union and contractor needs with an emphasis on placing trainees in employment. The participating community colleges have completed their first round of training and are gearing up for a second round.

As part of the program each community college has an advisory committee made up of union leaders, contractors, IDOT officers and other interested community entities that meets regularly to work together to address issues and strategize to work on placements. Each college will have a kickoff advisory meeting for spring construction hiring in January and February. Lavon then listed the participating community colleges, including: City Colleges of Chicago - Kennedy King and Wilbur Wright; Lake Land Community College; Rock Valley Community College; Kankakee Community College; Illinois Central College; Parkland College; Lincoln Land Community College; and John A. Logan College. In conclusion, she encouraged anyone wanting or needing more information about this initiative to contact her office or the local community colleges that are participating.

Closing Comments, Public Comment, and Adjournment

No public comment. Co-Chair John Rico thanked Shelly Stern for providing the facilities and he also thanked the staff at Chicago House for providing the refreshments. John announced that the next meeting will be held on March 24, 2011 in Springfield with the meeting location to be determined at a later date. Tom Ashby made a motion to adjourn and Earl "Sandy" Moldovan seconded the motion. The motion passed and the meeting adjourned at 4:55 pm.