

**The
Boone and Winnebago Counties Workforce Investment Board, Inc.
MINUTES OF November 4, 2008**

Site: The Workforce Connection, 303 North Main Street, Rockford, IL 61101

- I. **WIB Call to Order.** WIB Vice-Chairman Paul Callighan called the Boone and Winnebago Counties Workforce Investment Board meeting to order at 7:33 a.m.

WIB Present (27): Allan Barsema, Diana Barthelman, Jon Bates, Dr. Jack Becherer, Karen Brown, Shirley Burks, Paul Callighan, Linda Campos, Janet Ellis, Pedro Enriquez, Dr. Richard Fairgrievies, James Fehlhaber, Lynn Godina, Stephanie Lueder, Tim McGuire, Kate McMahon, Dave Morgan, Dan Parod, Dr. Owen Phelps, Jim Ryan, Mary Beth Scholten, Mark Stefanic, Nord Swanstrom, Elton Turner, Shirley Walker, C. Mark Williams, Mike Williams **Absent (14):** Steve Anderson, Michele Caldwell, Kevin Dulian, Steve Gibson, Luanna Grimes, Matthew Jones, Todd Kindred, Harvey Lightbody, Larry McKay, Richard Mowris, John Phelps, Jim Pirages, Mark Podemski, Maureen Rosenberg

WIB Staff Present: Darcy Bucholz, Pamela Fettes, John Strandin, Robert Jones, Trudy Wellman

Partner Staff Present: Dan White – Rock River Training Corporation; Sue Molyneaux – Rock River Training Corporation; Linda Sullivan – disabilityworks

Guests Present: Rueben DeLeon – AFL/CIO; Steve Simmons – Chicago Jobs Council

- II. **Roll Call:** The roll was called. A quorum was present. Vice Chair, Paul Callighan welcomed new members Mike Williams of Rock River Training Corporation and Tim McGuire of Acument Global Technologies.

- III. **WIB Minutes of September 2, 2008:** Richard Fairgrievies made a motion to approve the September 2, 2008 minutes. Dave Morgan provided the second to the motion. The minutes were approved.

- III. **WIB Ad Hoc Committee Report & Proposed Structure Modifications – WIB Action Item:** Paul Callighan reviewed the background from the 9/2/08 meeting that placed the report and proposed structure changes on the table.

Elton Turner made a motion to take from the table the motion related to the Ad Hoc Committee's Proposed Structural Modification Report and Recommendations made at the September 2nd meeting. Lynn Godina provided a second to the motion. The motion passed unanimously.

Elton Turner made a motion to refer the report and recommendations back to the Ad Hoc Committee representing Planning, Finance, and Organizational Development Committee's, to address issues identified by Department of Commerce and Economic Opportunity and bring forward a revised report and recommendation within 180 days. Shirley Walker provided a second to the motion.

Chairman Callighan called for discussion. Hearing none, he called for the question. The motion passed unanimously.

- IV. **Memorandum of Understanding – WIB Action Item:** Darcy Bucholz reviewed the MOU process and requirements of partners in sharing resources to cover costs for universal services, referral of individuals to partner programs, reducing duplication, and integrating program services where appropriate. Darcy Bucholz also reviewed the resource sharing document, which is submitted with the MOU.

Dr. Richard Fairgrievies made a motion to approve the MOU and Resource Sharing Agreement. Lynn Godina provided the second to the motion. Jon Bates did question if we had current contracts with the partners or planned on having contracts with them. Darcy Bucholz noted that the MOU acts as a contract

for the provision of universal services from a funding source stand point. Each agency represented as a partner is representing the funding source for the provision of universal service. The motion passed unanimously.

V. **Brainstorm Strategies to Address High Unemployment - Discussion:** In light of the high unemployment rates in the area, needs of customers, and very limited WIA resources, Board members brainstormed and discussed options and possible strategies to positively impact the local area. In addition to WIA and other partner program services, Darcy identified initiatives currently in the development or implementation process:

- Expansion of the apprenticeship model to “non-traditional” industries – customer service training is being explored because it crosses all industries;
- Incumbent worker training in manufacturing, health care, and transportation/logistics;
- Expansion of recruiting efforts to include job fairs (Belvidere planned for January 2009), phone “hot line” identifying hot jobs; virtual job fairs and job recruiting; Jobapoolooza; and collaboration with Rock County Wisconsin;
- WIB, Rockford Chamber, and the Abilities Center are exploring establishing a job readiness credential, possibly using the Work Keys assessments; and
- The regional Health Care Collaboration, which recently received the State of Illinois Innovative Solutions Award at the State Workforce Development Conference in Springfield.

Board members’ discussion and comments provided the following considerations from which to develop strategies:

- Strengthen relationships with employers to more clearly identify workforce needs;
- Create vibrant training program to improve our workforce;
- Encouragement to individuals to start their own businesses and provide links to support for entrepreneurs;
- Identify tools to help career counselors provide information to job seekers regarding employment outlook for occupations as a way to appreciate the education and training necessary to go into fields such as health care, teaching, trades that have significant need for employees;
- Address the career awareness needs and pipeline development with youth;
- Business Account Managers should prioritize who we reach out to. We need to gather information on companies that are dependent upon decisions made at a corporate level outside of our area;
- Research and collaborate regionally to strategize and move forward to implement green technology and develop green jobs and industry;
- Our regional community and local governmental entities need to identify ways to be more supportive of local business and support local business;
- Develop an independent source for funds that is not constrained by the WIA federal regulations;
- Encourage individuals to enroll in training programs now in anticipation of the worker shortage predicted for 2010 (*The 2010 Meltdown, Solving the Impending Job Crisis* by Edward E. Gordon);
- Identify grants for additional sources of funds for research, strategy development, and collaborative efforts with training entities and businesses; and
- Identify skill gaps and training gaps in our local area.

Darcy will take the information from the meeting discussion and identify possible action steps for the Board and staff.

VI. **Financial Reports:** Dan White reviewed the financial reports from September 30, 2008. Overall we are on target for expenditures by funding stream. We have obligated nearly 100% of all the funds for the balance of the year in all funding streams. Additional TAA funds have been requested from the state.

VII. Executive Director's Report: A reminder to the Board members representing Transportation/Logistics- they will be meeting with Diana Barthelman of Rock Valley College immediately following the WIB meeting. RVC Adult Education will be applying for a bridge program grant to combine GED training and occupational training for individuals.

VIII. Other/New Business: Paul Callighan announced the next WIB meeting will be a combined WIB/CEO meeting scheduled for December 2, 2008 at 7:30 a.m. in room 103 and 104 at 303 N. Main Street, Rockford, IL 61101.

Nord Swanstrom made note of the Open House for The Workforce Connection, which was held on October 15, 2008 between 4:00 – 6:00 p.m. Nord wanted to thank OSF Saint Anthony, Rockford Health Systems, and SwedishAmerican Health Systems for sponsoring the open house.

IX. Public Comment: None

X. WIB Adjournment: Paul Callighan adjourned the meeting at 8:52 a.m.

Items included with the WIB and CEO meeting packets:

- 1) 11/04/08 WIB Agenda
- 2) WIB Minutes of September 2, 2008
- 3) Consent Agenda
- 4) Committee Reports
- 5) Financial Reports
- 6) MOU

Trudy Wellman
Boone and Winnebago Counties Workforce Investment Board

Date

(Signature affixed upon WIB approval)

(Date affixed upon WIB approval)