Continuous Improvement And Accountability Committee

Date: June 5, 2025

Time: 10:00-11:15 PM

Chairperson: Marlon McClinton

Vice Chairperson: Kevin Irvine

Location: Zoom

**Members Present:** Marlon McClinton, Kimberley Pinckney, Jay Brooks, Becky Raymond, Peter Creticos, Julio Rodriguez (Via Proxy - Mark Burgess), Nina Tangman, Victor Dickson (Via Proxy - Cleve Dixon), Carrie Thomas, Jennifer Foster, Andrew Warrington, Kevin Irvine, and Marcus Jordan

**Members Absent:** Lisa Bly-Jones, Ami Chambers, Larry Fitzpatrick, Karin Garcia, Erik Grebner, Biswa Phuyla, Lizabeth Stuck, Jane Vellinga, and Jess Wright

**Guests:** Kathy Olesen-Tracey, Sergio Estrada, Ryan Jones, Andy Blanke, Benton McCarthy, and Brian Richard

**Staff Attendees:** Sarah Blalock, Coryn Barger, and Aimee Julian

**June 5, 2025, Meeting Minutes**

**Welcome: Agenda, Roll Call, and Community Agreements**

* Chairperson McClinton welcomed the group, reviewed the Community Agreements for the group to ensure that all members feel respected and heard during the meeting. Additionally, Chairperson McClinton noted that identity-first language is appropriate during meetings if that is how the individual chooses to identify.
* Sarah Blalock performed roll call and determined that a quorum was present.

**Approval of May 21, 2025, Daft Minutes, Final Action**

* Chairperson McClinton called for a motion to approve the May 21, 2025, Meeting Minutes. Andrew Warrington made a motion to approve the minutes. Kimberly Pinckney seconded the motion. All members present voted in the affirmative. The motion carried. The May 21, 2025, Meeting Minutes stand approved as presented.

**Foundational Level-Set: Charges and Priorities Review**

* Chairperson McClinton provided a review of the CIA Committee’s Charges and Priorities for the group.

**Review Policy and Development Process**

* Sarah Blalock reviewed the Policy Development process, noting revisions had been made to align with the Strategic Plan and Executive Committee feedback. Additionally, Sarah presented general feedback to keep in mind: “What is the process for an urgent policy?” which was a question gained from the Executive Committee presentation.
* The following notes were gained with the corresponding development phase. All the feedback has been incorporated into the Policy Development Process.
	+ **Phase 1: Issue and Solution Exploration:**
		- Marlon McClinton asked if the Illinois Workforce Innovation Board (IWIB) had authority over other state/local partners in the event a need is determined outside the scope of the IWIB. It was noted that depending on the entity, no.
		- Peter Creticos noted the need to document if, while conducting the research for the Request for Approval Document, no data can be located that corresponds or correlates to the populations noted as having, are, or will be affected by the policy, as that should be considered when considering developing/revising a policy.
		- Marlon asked for clarifying language to reflect that the staff responsible for research are presenting the information within the Request for Approval Document, rather than presenting a decision based on the research.
		- Mark Burgess asked whether “staff” referred only to ICSPS staff or if it was a more general term to include WIOA Partner staff and possibly others. Sarah noted that it was a flexible term that could refer to multiple groups, depending on the staff with the most experience in the policy being reviewed.
	+ **Phase 2: Planning and Preparation**
		- Jay Brooks asked for elaboration between the Request for Approval research and the Background Paper research.
		- Mark asked if the workgroup membership representation list is encouraged or mandated. The group discussed and decided that it should be mandated, and staff must be responsible for ensuring it is kept up to date.
* Following the presentation, Sarah noted these revisions would be incorporated into the process and asked the group whether they considered the process to be clear and easy to understand. None of the present members expressed concern with understanding the process.
* Regarding the request from the Executive Committee regarding a process for an “urgent policy”, Chairperson McClinton suggested approving the IWIB Policy Development Process first and then seeking a recommendation regarding the next steps if a policy is considered urgent.

**Final Action: Vote to approve the IWIB Policy Development Process Revisions**

* Chairperson McClinton asked for a motion to approve the IWIB Policy Development Process, including the Revisions noted during the discussion. All present members voted in the affirmative. The motion carries. The IWIB Policy Development Process and its Revisions stand approved as presented.

**Discussion and Consensus: Draft Data and Performance Workgroup Priority 3**

* Chairperson McClinton led the group in a discussion concerning Draft Data and Performance Workgroup Priority 3, specifically in reference to the draft workgroup *Activity 1: Review available resources and data from the Core Partners to determine what available metrics could inform and support the continuous improvement of the Illinois workforce system.*
* Sarah noted that there was feedback during the last meeting about ensuring that there are specific research questions being outlined before additional data is collected. Jay Brooks stated that in terms of work to be done by workgroups, direct research questions are much more effective than general questions.
* Chairperson McClinton opened the floor to discuss: What research question(s) does the CIA believe, once answered, would help continuous improvement?
* The following research questions were proposed:
	+ How do program outcomes vary by groups and services provided and/or received?
	+ What are the demographics of the populations we are serving, including age and ethnicity?
		- Could we include other demographics? For performance metrics, we have this information, but it could be further split.
		- Mark Burgess asked if spreadsheets should be expanded to include additional demographic information such as age ranges, barriers to employment, etc.
		- Jay Brooks added that performance metrics are not split out by the same categories, but the data does exist and suggested considering looking at this through the lens of what is available and how the information could shed light on what could be done without collecting additional data.
		- Mark Burgess noted that NIU has previously created a dashboard that could possibly be used for Title I research as a basis for conversation.
			* July Meeting- Andy Blanke
	+ Peter Creticos noted that due to the federal administration’s new focus on data, the CIA needs to also plan for the possibility that some of the data is no longer required to be reported.
	+ What is the ROI for employers? How do we help people find employees who have the skills for the jobs of the future? How many employers are we engaging throughout the state?
		- Impact of Investment- The training investment is state/federal funds, but the return is to businesses and job seekers.
		- What is the impact on smaller or new employers?
	+ Are there programs that are reaching the “hardest to reach populations”? How can we learn from those programs and leverage that success?
	+ How many people/employers are aware of workforce services in general?
	+ Is there a targeted metric goal for individuals to obtain a credential from ITA dollars? Mark Burgess stated that each partner negotiates its goals for the performance metrics, including credentials. That is then adjusted after the program year ends.

**New Business/Old Business**

• July Meeting – Andy Blanke to present on the NIU Dashboard

• July Meeting – Sarah/Aime’e to present draft options for an urgent policy process

**Public Comment**

* Chairperson McClinton called for public comment. There was none.

**Adjournment**

* Chairperson McClinton called for a motion to adjourn. Andrew Warrington made a motion to adjourn. Jay Brooks seconded the motion. All present members voted in the affirmative. The motion carries. The meeting adjourned at 11:11.
	+ Next Meeting: July 16, 2025, 10:00-11:15 AM

## **Continuous Improvement and Accountability Committee**

## **Charges**

* Support continuous improvement of the IL workforce system.
* Provide local workforce areas with technical assistance, information, promising practices, and tools to advance equity.
* Support economic development regions to analyze disaggregated data for core WIOA programs to identify inequities and inform solutions.
* Support local workforce areas and industry partnerships in a broad range of sectors to disrupt occupational segregation of people of color, women, and individuals with disabilities in lower-wage jobs and support training and career advancement opportunities.

## **Priorities**

* Review disaggregated WIOA and non-WIOA performance and program data annually, including occupations and outcomes.
* Support effective evaluation of WIOA programs at the state and local level, including dissemination of the evaluation toolkit to local workforce partners.
* Incorporate an equity lens into the IWIB policy process and support continuous improvement of equity efforts in IWIB work.
* Collaborate with the WIOA Professional Development team and the WIOA Technical Assistance (TA) team to ensure that topics related to equity and inclusion in workforce development are covered in the training and TA provided by the state.
* Work with local workforce partners, case managers, and one-stop operators to understand and address the root causes of occupational segregation in WIOA-funded training.