



Illinois Workforce Innovation Board

JB Pritzker, Governor

John Rico, Co-Chair
Erin Guthrie, Co-Chair

**IWIB Summer Meeting
Illinois Valley Community College
815 N. Orlando Smith St.
Room CTC 124 & 125
Oglesby, IL 61348**

**June 20, 2019
1:00 p.m. to 3:00 p.m.**

1. Roll Call

Present: Elba Aranda-Suh, Mike Conley, Dr. Brian Durham, Dan Ferrari, Jennifer Foster, David Friedman, Pam Furlan, Erin Guthrie, Thomas Hacker, Grailing Jones, Michael Massie, Marlon McClinton, Mike Parry, John Rico, Nyle Robinson, Margi Schiemann, Whitney Thompson, Andrew Warrington, Tom Wendorf, Terry Wilkerson
Proxy: Carmen Ayala (Marci Johnson), Thomas Chan (Janice Taylor-Brown), Kirk Gadberry (Amanda Martin), Rahnee Patrick (Quinetta Grant)

Absent: Tom Ashby, Henry Beards, Senator Melinda Bush, Christopher "C.D." Davidsmeyer, Victor Dickson, Pat Fabijanski, Representative Norine Hammond, Grace Hou, Angela Mason, Sandeep Nain, Barbara Oilschlager, Terri Payne, Aaron Tennant, Lawrence Walsh, Senator Chuck Weaver, Grover Webb

2. Welcome and Remarks

Board Chairman John Rico provided opening remarks in which he officially welcomed all board members and public, thanked Illinois Valley Community College for hosting today's events and initiated roll call. A quorum was established.

3. Approve March 21, 2019 Meeting Minutes

Motion to approve the minutes provided by Tom Hacker
The motion was Seconded by Tom Wendorf

4. Welcome from Illinois Valley Community College

Erin Guthrie provided comments thanking IVCC for hosting the meeting and for their contributions to the system. She expressed excitement for the opportunity to hear the

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success story from the Kewanee Life-Skills Re-entry Center and local area WIOA partners. She walked through the agenda and announced the intent of the Governor to host a business summit and invited all board members while promising to share more details as they occur.

Mr. Mark Grzybowski IVCC, Vice-President of Student Services thanked the Board for visiting the institution and provided a brief overview of IVCC's history that led them from serving 11 students in its first year to more than 11,000 a year currently. He also emphasized the state-of-the-art facility for CTE programs that has been a new addition to campus and has provided the college an opportunity to expand its excellent CTE programs. Internship components are required for all students at IVCC which aids in placement and strengthening employability skills in the next generation. The connections formed through these requirements has led to strong representation on advisory committees for CTE programs, and a robust curriculum evaluation process that takes business need seriously. Partnership with Northern Illinois University has also led to a 2+2 program leading to a bachelor's degree and leveraging technology to allow students to complete coursework and stay in the area.

5. Local Area Success Story – Kewanee Life-Skills Re-Entry Center

John Rico commented on how fortunate the IWIB is to have inspiring success stories from various regions across the state. He welcomed Mark Lohman, Executive Director, LWIA 13, who worked with the project that is the topic of today's success story. Mark also thanked Laura Beeth and Ken Madden for the assistance their states have offered to Illinois in regard to sharing and guiding best practices.

Mr. Lohman stressed coordination and collaboration, especially with the Illinois Department of Corrections, Title II – Adult Education, and Career and Technical Education, The Illinois Department of Employment Security, The University of Illinois Extension, the Illinois Department of Human Services – Vocational Rehabilitation, The Illinois Migrant Counsel, and most importantly business partners who support the program.

- Ben Endress, Owner, Midwest Trailer Manufacturing (MTM), LLC
- Carlos Lewis, MTM

Ben Endress began the presentation by explaining a little about his business. He explained that nine years ago his family hired a formerly incarcerated individual who became one of their best project managers. Carlos Lewis joined Ben Endress's company in December and was able to tell his story. Carlos began his presentation by thanking the board by shining a light on the needs of formerly incarcerated individuals and their desire to work and do something they love. Carlos was appreciative of the opportunity to do welding through the Kewanee Life-Skills program because he loves the work and views it as an art form. The welding program was made available through Blackhawk College. Carlos said that he appreciated the opportunity to show his work and be able to show that the past is behind them. He thanked Ben for the opportunity for employment and for giving him the opportunity to contribute to his community.

6. Connecting Businesses to the Workforce

John Rico introduced the IWIB's guests from the National Governor's Association (NGA) and workforce board leaders from Minnesota and Oregon. He articulated an appreciation for their time and their guidance as they collaborated with Illinois to lead to improved board effectiveness.

- Laura Beeth, Chair, Minnesota Workforce Development Board
Vice-President Talent Acquisition, Fairview Health Services, St. Paul MN
- Ken Madden, Chair, Oregon Workforce and Talent Development Board
Owner, Madden Industrial Craftsmen, Inc.

Megan Wills from the NGA described the mission of NGA and the work they have done working with the IWIB during their retreat. She introduced the topic for today's discussion: Business engagement and Board member recruitment. Discussion points included a review of how these chairs act as ambassadors to business for the system; how to recruit new members to boards; the orientation process for new board members; and how the state board and local boards communicate and form relationships.

Laura – 20 years' experience in Minnesota, spoke to a need of equal support for all citizens. Her board has a major desire to close the disparities gaps. Gaps in populations of color and underserved, and under employed must be addressed. As a board member in her state she seeks to share information on how her state addresses this equity issue, from apprentice programs to working with all sectors and industries. "As a Board member, I carry the Board actions with me back to my day job."

Ms. Beeth, who works in the Health Care sector, has served on the Minnesota board for 20 years. Her board has a major desire to close disparities gaps with the citizens of her state. She stressed the need to hear everyone's voices and involve all stakeholders, the need to have representatives and address the needs of different sectors, and the critical need to close the disparities gap. She repeatedly stressed the need for various forms of diversity and representation on the Board: demographic, regional, sector-based, and experiential. An interview process, attendance policy, and targeted participation in local boards are used to ensure board members stay engaged once they are recruited.

Partnership and shared ownership play important roles in Minnesota's initiatives and the positive outcomes and continuous improvement across their entire system. Messaging their work and sharing their progress with business sectors helps avoid working in a bubble. Within her own business she attempts to reflect the priorities of the system. She emphasized the need to recruit talent from their area, commit to upskilling and keeping those employees employed in the region and buying locally to support the local economy. When considering the relationship between state and local boards, Laura indicated that the relationships have improved. Business representation has increased, and the local board association chair, the state agency representative, and Laura all coordinate for planning. Local Board Chairs are invited to each December meeting of the state board. Also, there is a local board chairs

meeting mid-year that all state board members are invited to. Half of all business representatives on the state board are also on local boards.

In his responses, Mr. Madden described how he runs a family business. He supports trades and skilled employees, and recognizes problems getting people hired. As a business, he feels that he can speak with authority and experience about the work of the Board and how it relates to business needs. Being on the Board is a passion of his and he loves letting people know that the Board works for all employees.

He described the process of engaging with partners, business or government, about demonstrating passion and allowing that to assist the recruitment process. Mr. Madden also emphasized the effort made to listen to what local workforce boards are communicating to the state board. This process has been aided by assigning state board members to act as liaisons to local boards.

Ms. Beeth stated that local boards are used as a recruiting ground. When speaking with a potential board member she shares expectations first and seeks passion in the board member. She speaks to other leaders about her experience and involvement with the board. She used the board role to share ideas with leaders by stories. From her board role she can reach out to leaders to educate them on how to help others and how to provide opportunities.

Ms. Beeth continued by indicating they provide a one-day orientation and training for each board member. "We give one-on-one time with the board members to allow the new member the opportunity to ask questions about their role on the board." At the completion of the training the new board member is given certification for completing training. Job aids and guides are provided to the new board members to help them learn the purpose, structure, and procedures of the board.

Ken Madden focused on the relationship building elements of their onboarding process, especially those that take place informally. While he acknowledged the importance of formal onboarding, he identified the connection between one-on-one personal connection and the ability for new and future board members to understand the importance of the board's work, which therefor drives interest. Bylaws also allow non-members to participate on committees, which prevents board burnout, and creates a recruitment pipeline.

Mr. Madden noted that he is not involved in the training and orientation for new board members. He, as the chair, meets with the new member to set expectations and for relationship building. Topics in this meeting attempt to answer the questions of why the Board is here and support that their input is valuable. He also does a check-in with Board members regularly.

He discussed his relationship with the local LWIBs, stating that he and his state board work to listen to the local boards, and state board members are assigned to serve as a liaison to each local board. The liaison is to make contact to help communicate needs of the local board to the state board. State board values the work of the local boards as the local boards serve a different function.

In final, Ms. Beeth indicated the state board often seeks feedback from the local board. Each local board works with local community leaders. This line of sight connection develops respect and value for the community leaders, local boards and state board. In Minnesota the local boards want transparency on grants and funding, with cross level representation.

John Rico – thanked Ms. Beeth and Mr. Madden.

7. Executive Order 2019-03 - Update

Erin Guthrie

Erin Guthrie gave an update on the state workforce five-year plan. She focused on the connection between EO-3 and the work of the IWIB and development of the Unified Plan as the EO-3 response will form their foundation.

Three goals were outlined:

- Closing the gap in earnings and equity
- Improve GDP and Job Growth
- Increase Talent Retention and Reduce Out-migration.

Five projects have risen to the top of the priority list.

1. How to expand apprenticeships across the state. Increase funding by the state and develop a network.
2. Work with the department of corrections to expand access for individuals exiting the system to programs that prepare them for reentry. This initiative will also expand to include support for women.
3. Seek support for dual credit for training programs. To level the playing field, high schools and community colleges must agree to dual credit and detail who will pay for the cost for the credit. Currently, a college can charge a student \$40 for a 3-credit hour course. The Illinois State Board of Education offers dual credit. What qualifications are needed to qualify to teach a course? Accreditor standard to teach in high school can grant credit for a community college. Growth will continue, and three percent to five percent growth is anticipated.
4. Mentor Matching Engine will pair high school students with businesses and will include three pilot sites. Illinois State Board of Education and local area funds will be used to support this program. The draft proposal is being reviewed and more information will be available soon.

5. Development of a Business Hub: Tom Windorf directed the committee to review the provided flyer on the workNet business hub. The hub is designed to assist businesses in hiring and using WIOA services. A major need is for business to provide feedback on how well the works for them. One element that was identified is the need to remove information that is not related to hiring and training, as other economic development information was provided. The goal is to connect the dots for the business community and streamline their experiences. Erin Guthrie thanked committee members who have provided feedback and encouraged those who have not to do so. Tom Hacker suggested that the Board reach out to professional organization to have them test and amplify the feedback.

6. Request to Approve

- IWIB Strategic Plan – Modifications 2020-2022
Vision, Mission and Guiding Principles – Revised

The first step of the revision process is examining the vision and mission and guiding principles to ensure they are still accurate or determine if there is need to be updated. The document provided includes feedback from the leadership committee and is being put before the Board for discussion and approval. The intent of this feedback was not to change the vision or mission but to better define it and use language that was more achievable.

Jennifer Foster requested a clean copy be provided.

The following formal motion was provided by Tom Hacker:

“I move that the Illinois Workforce Innovation Board approve the revisions to the current IWIB Strategic Plan Vision and Mission Statements and Guiding Principles. These revisions intend to more closely align with the board’s current purpose, goals and values as well as recognizes that Illinois is not yet the leader in the nation but intends to put forth the effort to be a leader of workforce.”

Margi Schiemann provided the second.

The motion passed unanimously by voice vote.

7. Rapid Response Funding for Disaster Relief Waiver

Lisa Jones briefed the board on the waiver being requested from USDOL that would allow the state to use rapid response fund for disaster relief. She also provided an overview on a waiver being requesting to move case management funds to local areas. If approved, these waivers become part of the unified plan, allowing the state to maintain that flexibility in the future. The waiver will be posted for public comment on 6-21-2019. An expedited response is being requested.

8. IWIB Updates

- Unified State Plan

Julio Rodriguez walked through the meeting schedule and progress made from the unified plan development team. He also clarified the intent of the draft changes that were provided to the committee related to mission statement, principles, and goals. Julio Rodriguez stressed the alignment with the IWIB Strategic plan and walked the committee through the document one-pager that outlined the three high-level ideas that will provide a foundation for the goals. Terry Wilkerson commented on the receiving the information without prior notice, acknowledging the aggressive timeframe. More time was requested to review this item and its alignment with other plans within the system.

Brian Durham wanted to know what the date of the final submission. Mark Burgess explained it was due on March 2, 2020 (120 days prior to the plan effective date of July 1, 2020). John Rico requested a matrix of future due dates and deadlines. Julio Rodriguez explained that USDOL sets timelines, and changes in the state level administration have influenced the ability to set timelines.

Brian Durham requested the current plan be sent, and then the changes be sent out so they could be viewed side by side. Jennifer Foster suggested the core partners meet and discuss the timeline for board review, pass the timeline to the executive committee, and then distribute it to the Board members so they can put it on the calendar. Whitney Thompson offered that state CTE partners would brief the unified plan group on the state Perkins V plan in September to ensure alignment.

Andrew Warrington asked for clarification on the relationship between the Unified Plan and Board Strategic Plan. Julio Rodriguez provided an explanation and discussed difference is scope and timelines. They each agreed that the ability to articulate the relationship more clearly would aid the development process for both.

- Travel Reimbursement Process
DCEO apologized for any delays and requested that people submit information as soon as possible to ease this delay. Mark Burgess also indicated that concerns from Board members about caps on travel will be taken to the travel board meeting. While he could not promise action, he did promise they would take their concerns and communicate them to the appropriate state agency.

9. National Updates

John Rico will be attending the national meeting of the state workforce board chairs in Colorado that will have at least 38 states represented. At the meeting John will lead an exercise called the “state chairs corner” in which each state provides an article on important events that have impacted workforce in the state and highlights the state chair’s business and background. John would like this process to take place on the IWIB. Each Board member would provide an article, one at each meeting, and local

areas could reproduce the process as well. Meghan Wills will send the articles so the IWIB members can view the template.

Mark Burgess recognized new members and thanked Pam Furlan as she prepares to retire from her role at the Illinois Workforce Partnership and as a Board member. Pam Furlan took the opportunity to thank the Board for their work and for the opportunity to participate. She also highlighted two main initiatives by IWP that were present in the State of the Workforce Report created by Northwest Central Illinois Works. She also shared some industry profile documents that could be used to share information around the state. These profiles are followed up by a podcast that has 3000 downloads currently. Pam then introduced Michelle Cerutti, who will begin as the new Illinois Workforce Partnership President on July 1, 2019.

Mike Conley encouraged board members to attend the IWP awards lunch and thanked Pam for the work they have done together.

10. Public Comment

11. Next Meeting of the Illinois Workforce Innovation Board

- Thursday, September 19, 2019, 1:00 – 3:00pm
Rend Lake College
468 North Ken Gray Parkway
Ina, IL 62846

12. Adjournment

Tom Hacker moved to adjourn.
Andrew Warrington Seconded the motion.
Accepted by unanimous consent.

Meeting adjourned – 2:59 pm