

**Vermilion County Workforce Investment Board
WORKFORCE DEVELOPMENT COMMITTEE AGENDA
Thursday, April 13, 2006 At 7:30 – 9:00 AM
IETC 407 N. Franklin St. Danville, IL 61832**

CALL TO ORDER **Tom Szott/Judy Phillippe**

APPROVAL OF AGENDA **Tom Szott/Judy Phillippe**

APPROVAL OF MINUTES **Tom Szott/Judy Phillippe**

- 2-09-2006 Minutes

ACTION ITEMS and DISCUSSION: **Tom Szott/Judy Phillippe**

Monitor & Maintain Continuous Quality Improvement For Improved Customer Service

- Customer Surveys
- Action Item – One Stop Contributions
- Review Resource Room Expenditures
- Review MOU Contributions

Coordinate The Day To Day Operation Of The Center As It Relates To Shared Functions Or Integrated Services

- Staffing Resource Room
- Reception Referrals
- Coordination of Schedules
- Other Activities to ensure the effective management of the Center
 - Discussion of Operators

Coordinate Services And Non-Financial Resources At The Center Among All Partners To Achieve A Seamless System

- Review Operational Plan Matrix

Coordinate Reporting On Behalf Of The Center As A Whole

- Traffic Report

Coordinate Marketing Activities And Material For The Center

Determine The Need For More Intensive And Training Services For Adults And Dislocated Workers

- Report on PB Patel, Holiday Inn Express
- Each Partner is solely responsible for the eligibility determination for their respective clients and the need for more intensive services

COMMENTS – **Tom Szott/Judy Phillippe**

NEXT MEETING – May 11, 2006 at 7:30 a.m. **Tom Szott/Judy Phillippe**

ADJOURNMENT - **Tom Szott/Judy Phillippe**