

Vermilion County Workforce Innovation Board  
Minutes of the Meeting  
Tuesday, February 28, 2017 at 8am  
Bremer Conference Center, Room 109-110

**Members Present:** Jeff Fauver                      Shelly Cumbow                      Brian Hensgen                      Laura Williams  
Lynn Mollica                      Amy Hoose                      Stephen Nacco                      Kathie Porter                      Melissa Hill  
Johanna Willemse                      Randy Johnson                      Chris Zionc                      John Vogt                      Lisa Fudge

**Members Absent:** Aletha Alexander                      Drew Edwards                      Charlie Jeffers  
Kim Kuchenbrod                      Mike Marron, CEO

**Other Present:** Willie Christian III, FITM                      Jonathan Jett, VCW                      Chuck Jones, VCW  
Lindsay Light, Staff to the Board                      Chris Hightower, FITM

The meeting was called to order at 8:02am by Chairman Fauver.

Motion to approve the agenda was made by John, seconded by Amy. No opposed, motion carried.

Motion to approve last meeting's minutes was made by Amy, seconded by Chris. No opposed, motion carried.

**Action Items:**

The One-Stop Operator RFP release will determine who One-Stop Operator is moving forward. Jeff stated meetings are in process to go over the MOU language with the partners, and we will be moving on to the cost allocation soon. The Youth Out of School RFP is open, and there is a bidders' conference coming up in the next couple of weeks. The RFP is due in April and VCW currently has two providers, YMCA and First Institute, to which we've extended an extension of their current grants. Since the YMCA is going through some restructuring, VCW has since rescinded the invitation until they know the YMCA has everything in place. Right now, the only contract extension up for approval is First Institute. Motion to approve the Operator RFP as written was made by John, seconded by Kathie. No opposed, motion carried. Brian, Dr. Nacco, and Laura Williams abstain. Motion to approve the OOS RFP and the extension of the contract to FITM (with no dollar amount promised) is made by Kathie, seconded by Shelly. No opposed, motion carried.

**Exec Committee**

Nothing additional was heard.

**Accountability Committee**

The committee has met monthly. The budget is in good shape. The spending obligation and the training ratios are and will be acceptable. The 1E grant affected the 1D pot, so they're in the process of finding out where they stand. When the program year is over, they will look at the 1A and 1D percentages and will act accordingly. Brian stated he thinks it's within a couple thousand dollars, and at that point they could possibly enroll truck drivers to help with those percentages. Brian is not projecting overspending this year. They're waiting on their first quarter funding amount and this budget could affect their first quarter spending for next year.

MOU Information - Jeff has designation himself as the head of negotiations for the MOU process, so he will be leading discussions with the MOU and the cost allocation plan for the One-Stop American Job Center. We are also looking forward to One-Stop Certification due July 1 once the Operator and the MOU are completed.

### Workforce Solutions

Laura asked to give a brief comment since she had to dip out – a partnership was made between the Housing Authority, DACC, and VCW. VCW has provided a driver, the HA provided a bus, and DACC provided the classroom. Monday through Thursday, there is a bus that picks people up from Fair Oaks and takes them to DACC or the Workforce Development Center to get them to DACC GED classes or to the Center for job search activities. She commended the process because Vermilion County is always the first to come up with these great plans, and she likes that all entities can work together so nicely. She stated this makes the students feel like they're included and wanted to be there. There are 6-12 students in Fair Oaks and about 7 riders going to DACC daily.

Land of Lincoln legal assistance starts today. There is an orientation for service providers and their employees to hear what their services are all about including sealing, expungement, etc. They must meet certain guidelines, and they can be referred to Land of Lincoln. This is for minor services only. This is only happening in three workforce areas in Illinois.

WIOA is pushing work-based learning initiatives. Old legislation was heavily focused on training, but WIOA is pushing work-based learning. VCW is always looking for new opportunities and creative ways to implement work-based learning under WIOA.

Industrial Career Pathways Grant – this was an opportunity that occurred the end of the year last year. VCW wrote for a grant, creating this program. It was initially \$151,000 to get a new manufacturing curriculum. This grant has now been extended and includes possibly more money. It could possibly go up to \$353,000 growing from there. VCW will need to re-write for the grant. This opportunity could last through June of 2018.

Newsletter – Brian distributed VCW's newsletter for any members interested. A new one will be released in April. They send them out into the community and track how many are taken. The goal is to get all partners to understand this is a system-wide approach to workforce development services. With that, he needs all partners to participate in putting the information into the newsletter to put out into the community. VCW encourages all partner agencies to participate.

Youth Job Board – Vermilion Advantage is rolling out a youth job board for the summer to identify positions just for summer youth jobs, internships, etc.

Customer Service Training – The committee is hoping to put together some sort of training for customer service as this is a concern amongst employers.

Job Projection Survey Questions – these have been submitted out to the employers, but VA is adding more questions to the survey. They will be asking about training needs, etc.

Teen GOALS Program – The committee discussed putting together a GOALS program for high school students, designed especially for them. Chuck is going to be working with DHS to come up with a pilot program. Once we

see how this works within DHS, it could be used in schools throughout the county. Brian explained what the GOALS program was. Discussion ensued.

Healthcare Fair – On April 24 from 9-11, there will be a healthcare fair for healthcare only. It will be separate from the Career Connections Job Fair.

Tour of Industries – This will be held this year, but will be in spring. They're in the process of recruiting industries to participate in the tour.

Summer Job Fair – The committee is surveying employers to see if there is a need to have a summer job fair. This could help kids trying to find summer jobs.

### **Board Development**

Lisa stated we needed to assess the membership of the board in comparison with the bylaws in regards to meeting attendance. There are several board members who are (on paper) on the board, but don't attend the meetings. A letter will be sent to these members to see if they're still interested in serving and if they can start attending meetings. If not, they will need to be replaced. With that said, the Board Development Committee is currently looking for members. This committee doesn't meet often, but is responsible for membership including recruitment of new members.

### **Youth Services**

Kathie stated we haven't met lately, but she stated we are staying on top of the YMCA with the current changes. Brian stated both organizations are required to give a year-end report in the meeting in August, so that will be coming.

There were no audience comments.

The next meeting will be held May 30 at 8am.

Motion to adjourn was made by Lisa, seconded by Melissa. No opposed, motion carried. The meeting was adjourned at 8:36am.