# Grundy Livingston Kankakee Workforce Board

**Program Operations Committee Workforce Board Office**

**200 E. Court Street, Suite 506**

**August 3, 2021 10:00 am**

**Meeting will be held at the Workforce Board office but will also be available via Cisco Webex due to COVID-19. Meeting link is below:**

[**https://workforceboard.my.webex.com/workforceboard.my/j.php?MTID=m083c991f4149f9bfd3d4ac731b002938**](https://workforceboard.my.webex.com/workforceboard.my/j.php?MTID=m083c991f4149f9bfd3d4ac731b002938)

Meeting number: 182 983 7592 Password: EmkXH24Usr3 (36594248 from phones)

Join by phone: 415-655-0001 Phone Access code: 1829837592 Phone Password: 36594248

**Minutes**

**Present via WebEx: Absent Guests: Staff:**

H. Bond S. Hintze G. Richard A. Saxton K. Bessette

M. Posing T. Salgado M. Wolf C. Koerner

S. Erschen D. Washington

L. Brown

1. Call to Order: Meeting was called to order at 10:05 am
2. Public Comment. None

# ACTION ITEMS:

* 1. Recommend the approval of the Program Operations Committee May 4, 2021 Minutes *(Attachment A)* **Motion was made to approve. Moved: M. Posing Seconded: L. Brown. Motion Carried.**

# Reports

* 1. Reports
     1. PY20 Year End Fiscal Reports *(Attachment B)* C. Koerner presented the fiscal reports for the PY20 program year. He stated that all contractors met their requirements. Youth program met the required 20% work based learning requirement. In addition, we met the 50% minimum training requirement for adult & dislocated workers. Overall, the workforce area met the 80% obligation rate requirement for the PY20 funds.
     2. Program Updates
        1. LWA #11 Reopening Plan: L. Russell had to submit a reopening plan for the Kankakee Workforce Services office which is our one stop center. Locally, we have been reopened either by appointment only or without any restrictions since last year. However, this plan is to ensure partners are aware of our procedures in order to return to the one stop.
        2. State Policy: Demand Occupation List: DCEO issued a new DCEO demand occupation list. This list reduces the occupations we are able to fund. L. Russell is doing further research & will be submitting a waiver in the future.
        3. Workforce Services offices/Partner updates
           1. Job fairs: Kankakee County is hosting a job fair on August 26th at the mall with Economic Alliance & KCC to help those jobseekers whose unemployment might be ending. Livingston Workforce Services hosted a job fair in the bag & is still passing bags to jobseekers.
           2. Grundy Workforce Services: S. Hintze leaving Grundy Workforce Services later this month. The Board wished Sarah the best of luck on her new endeavors.
     3. 1E Grant Awarded. The Workforce Board was awarded $296,570 for the below projects.
        1. Employer Wage & Benefits Survey
        2. Outreach: Additional staff time to connect jobseekers to employment
        3. Marketing Consultant
     4. American Rescue Plan Funds: Kankakee: L. Russell gave a presentation the Kankakee County Workforce ARP subcommittee on the status of the workforce.

1. Old Business:
2. New Business: Committee members told K. Bessette to wish L. Russell’s daughter a speedy recovery since she was having surgery that day.
3. Adjournment: **Motion to adjourn. Moved: M. Posing Seconded: D. Washington. Motion Carried.** Meeting was adjourned at 10:50 am