



CHICAGO COOK WORKFORCE INNOVATION BOARD

Minutes for June 28, 2022

Present: George Wright, Jacki Robinson-Ivy, Shannon McGhee proxy for Haven Allen, Colin Cosgrove, Xochitl Flores, Monica Haslip, Adam Hecktman, Steve Pappageorge proxy for Dr. Sylvia Jenkins, Dan Lyonsmith, Pam McDonough, Rich Monocchio, Donovan Pepper, Nora Cay Ryan proxy for Robert Reiter, Marc Shulman, Carrie Thomas, Sarah Lichtenstein Walter proxy for Juan Salgado, Mary Howard proxy for Tracey Scott

Quorum? Yes

CO-CHAIRMAN WRIGHT: Called the meeting to order after confirming a quorum is present. He then called for a motion to approve the minutes from the March Board meeting. Ms. Pam McDonough moved to approve the minutes and Mr. Monocchio seconded the motion. After a roll call vote, the motion was approved unanimously.

PATRICK COMBS: Good morning, everyone. I want to extend my sincere thanks to all the Board members and the members of the public that support our work. This is my favorite board meeting when we get into the minutiae because you get to really see the talent of the team. The Partnership looks well organized, and the team puts in weeks of work to get to these 15-minute presentations that you're going to see on today's agenda.

I'm also thankful for my colleagues with The Partnership and feel very luck to work with such a great group of leaders. It's been six months of transition during the pandemic that has been unprecedented here at The Partnership. I'm proud to say that we haven't skipped a beat due to the amazing leaders we have right here at The Partnership. They all have helped to keep the ship moving forward and helping us serve the communities that need us the most.

With all the news over the last weeks, the services that we provide are going to be needed more than ever. We know that we serve the communities that are most impacted by gun violence, and where there's the biggest healthcare inequities in our communities. I'm proud of our team because our work will continue strong.

CO-CHAIRMAN WRIGHT: Thank you, Patrick. Next up is Ms. Pam McDonough, co-chair of the WIB Service Delivery Committee with our first Committee report.

MS. McDONOUGH: According to today's agenda, we will vote on the consent agenda items 1, 2 and 4 first. Ms. Mary Howard moved to approve the consent agenda items 1, 2 and 4, motion seconded by Mr. Monocchio.



After discussion regarding the need for several training providers to recuse themselves from voting on item 4, the motion was withdrawn and edited to approve the consent agenda items 1 and 2. Ms. Mary Howard approved the revised motion, seconded by Mr. Adam Hecktman. After a roll call vote, the motion was approved with one abstention.

MS. McDONOUGH: Call for the motion to approve consent agenda item 4 regarding training providers. Motion moved by Ms. Thomas, seconded by Ms. Howard.

MS. LICHTENSTEIN WALTER: Sarah Lichtenstein Walter for Juan Salgado stating that City Colleges of Chicago will recuse from consent agenda item 4 regarding training providers. MR. PAPPAGEORGE proxy for Dr. Sylvia Jenkins: Moraine Valley Community College recuses from No. 4 as well.

MS. McDONOUGH: We'll next vote to approve the consent agenda items 3, 5, 6 and 7. The items cover the transfer of Dislocated Worker funding to adult funding; revisions of the On-the-Job Training policy letter; the 2022 Memorandum of Understanding; and the response to DCEO comments on midpoint revisions on the 2020 Local Plan. Call for a motion to approve? Mr. Monocchio moved to approve, seconded by Ms. Thomas. After a roll call vote the motion was approved unanimously.

CO-CHAIRMAN WRIGHT: Thank you, Pam. And we will now move to Ms. Monica Haslip, the chair of the WIB Youth Committee for consent agenda items 8, 9, and 10.

MS. HASLIP: Good morning. We're going to have a consent agenda vote regarding WIOA youth funding for delegate agencies, American Job Centers and the sector centers; these are items 8, 9, and 10. Call for a motion? Ms. Pam McDonough moved to approve the items, Mr. Monocchio seconded the motion. After a roll call vote the motion passed unanimously.

MS. HASLIP: Chair, that takes care of the Youth Committee items.

CO-CHAIRMAN WRIGHT: Thank you, Monica. We will move to the next consent agenda item as it is the purview of this body to review the draft budget for Fiscal Year 23 in terms of the WIOA budget. Co-Chairman Wright invited Carl Casareto to review the draft FY23 WIOA budget.



MR. CASARETO: Thank you very much, George. The PowerPoint reflects the WIOA program budget for FY23. This budget is very similar to FY22 with one primary exception that our estimated carryover from FY22 to FY23 is \$8.4 million. You can see the second line projected FY21 project carry-in. The \$8.4 million is down from the amount we budgeted to carry in the last fiscal year, the fiscal year we're currently in, which was \$15.4 million, so essentially a seven-million-dollar reduction. Other than that in total, the amounts are basically the same.

There is some allocation between programs that varies, but on an aggregate basis the total amount of expected revenue on a gross basis for the Partnership is essentially the same as last year except for carryover reduction. The reduction is an estimate. We'll be finalizing the money in a few days; that's why this budget is a draft budget. When we get the actual carryover amount through the fiscal year completed and accounted for we'll do a final budget and bring that to the next Board meeting for approval. This budget was approved as a draft by the Finance Committee at our meeting last Thursday which gave us a go-forward budget to work from. The amount of costs in this budget that will be spent by The Partnership is \$10,034,000 which is essentially the same as last year. In our review with program management and accounting we don't see a substantial change in staffing from the way we've operated in this current fiscal year during the next fiscal year.

At the bottom of the document, you'll see \$49.2 million, which is the passthrough costs that we're estimating and the direct training costs that will be spent under the current year's estimated budget; and the total spent is equal to the total revenue of \$59,236,000.

MR. COSGROVE: Why is there a seven-million-dollar difference in the carryover?

MR. CASARETO: The carryover was larger last year going into this year primarily because of the impact of COVID. There were several things that couldn't be achieved during COVID that were able to be reinigorated at the centers. Patrick, can you add more?

MR. COMBS: Essentially when the initial shutdown happened in March 2020, that was still in our FY20 budget so we underspent greatly in FY20 as compared to what we had budgeted. Training basically stopped for the rest of the year until FY21 began so the carryover was high coming into last year as compared to this year. There were some costs that were new in FY21 that we didn't have in FY20, mainly our contract with Quattro.

CO-CHAIRMAN WRIGHT: Called for a motion to approve the consent agenda item #11 Draft FY2023 WIOA Budget.

MR. COSGROVE: So, moved. MS. McDONOUGH: Pam McDonough seconded the motion. After a roll call vote the motion passed unanimously.

MR. CASARETO: Once the carryover amount is finalized, we'll have an update on the draft budget that will be the final budget for the year. This will be voted on at the next board meeting.



CO-CHAIRMAN WRIGHT: Madam Co-Chair, I will expeditiously turn the remainder of the agenda over to you. I appreciate everyone's patience and participation.

CO-CHAIRWOMAN ROBINSON-IVY: Thank you, Co-Chair Wright. We are moving directly to communications update with Susan Massel.

MS. MASSEL: Good morning. I'd like to introduce our Communications team, Jesus Ramirez and Sarah Luyengi, who are amazing. I may be the one that makes the presentations, but they push out the all the information and I want them to be recognized.

I'm happy to report that we are doing in-person events again. Among the events so far have been a hiring fair for Contact Tracers and we had the return of Hospitality Hires. We have also launched Career Connector events for President Preckwinkle in Cook County. We celebrated a new apprenticeship program with Advocate Aurora, working with our healthcare sector center. And on Friday the Partnership turns 10.

One of our new marketing ideas that is going well is that we have created signage to use at hiring events. The job seekers and the employers have signs they hold for photo ops that say, for example, "I got the job" or "I got the interview". The employers' signs say "I made the offer" or "I made the hire". It creates a great energy when they hold up the signs.

Susan then described the new Career Connector events, which include a series of job fairs and hiring events located throughout suburban cook county. These were developed in conjunction with President Preckwinkle's office and launched in May. We expect them to continue through October. There was a website created with specific event details: cookcountycareerconnect.org. The webpage has links for both job seekers and employers. This initiative has received great media response, with articles in the Daily Southtown, the Daily Herald, Univision and more.

Our social media continues to grow and we use it as an important way to reach out to employers and job seekers. Our Tik Tok videos have gotten nice reactions as well. I'm very happy to say that Sarin Sarah Luyengi is great about tagging all our partners so we're getting a lot more applications, from other organizations who have large followings.

Susan shared that The Partnership is celebrating our 10th anniversary, which is something that we are very proud of. What a successful 10 years it has been! One way of celebrating has been the development of a video retrospective. We have a few of those videos to share now and more will be shared after this meeting has been adjourned. Among those that participated in the videos were Co-Chair Wright and Board Member Colin Cosgrove. We've gotten a great response to these videos, and the things people said about us in the videos. It's been a very meaningful project when other people, including Partnership staff, say such nice things.



(A video was viewed.)

We have created the first ever annual report for 2021 that encompasses many of the meaningful things that we did during the last program year. The 2021 Annual Report will be posted to our webpage, chicookworks.org.

We have also updated our data page that now reflects outcomes and information. The youth services page is being updated to include WIOA information about spending and services. There will be a video added that is a wrap up of the Contract Tracing Hiring Fair and the Hospitality Hiring Fair.

Mr. Colin Cosgrove started a discussion regarding correct language to call customers, suggesting that people or job seekers might be a better choice and amplify the high numbers that have been served by The Partnership.

MR. COMBS: The 90,000 is unique customers who have received services from the Partnership over the last 10 years.

MR. COSGROVE: Would customers would be better represented with the term of people or job seeker? These are not customers where you'd think that's a business or entity of some kind. This is 90,000 people who have been helped by this organization. I think there's maybe a way of amplifying that that was my gut reaction when I saw it.

MS. MASSEL: That's good feedback. Customers is usually a preferred way to describe who we serve. Other terms can sound impersonal, and I agree we need to investigate the terminology we use to make sure we are putting the right verbiage in our reporting.

MR. COMBS: That's a very good point, Colin, because it's 90,000 lives we've touched over the last 10 years that hopefully are better because of our work. The words we choose and how we tell our story is important and that's why the work Susan has been doing is so vital to us but that is very good feedback. Thank you.

CO-CHAIRWOMAN ROBINSON-IVY: Thank you, Susan, for your report.

CO-CHAIRMAN WRIGHT: I'd like to do a public shoutout to the communications team with all the work that they do. I know firsthand how time consuming it is to create an Annual report and the focus required. I appreciate your efforts to stay focused and move across the finish line. Thank you for what you do and we appreciate your efforts.

MS. MASSEL: Thank you for that. It means a tremendous amount. Thank you so much.

CO-CHAIRWOMAN ROBINSON-IVY: Thank you, Co-Chair. I agree, but I'm a little biased as I think they do great work also. We are now moving to the One Stop Operator report.



MS. RAYMOND: We'll also provide an updated report on partner engagement, the Customer Satisfaction surveys and how the re-opening of the American Job Centers is going.

It's a pleasure to be here and see everyone this morning. First, we have changed our name. In March the Chicago Citywide Literacy Coalition unanimously approved the change of our name to "scaleLIT", and we're excited about this as its a nod to our direction to serve organizations beyond Chicago and to really put literacy at the center of how to build community impact and build up communities.

We continue to have strong monthly One Stop partner engagement and the surveys are giving us very positive feedback. Cross-training between the sector centers and the American Job Centers over the past quarter have occurred which is helpful to all who attends the monthly partner meetings.

The customer satisfaction surveys are being rolled out now that AJCs are reopening. The surveys will provide mutual feedback from those who visit the job centers and help to assess their experience. Part of our role as One Stop Operator is to ensure they all have a voice in expressing how they were served and allow them to raise up any concerns.

Robert Guzman is here today. He has been working with Kit and Marisa from The Partnership around the reopening of the AJCs. I'd like to acknowledge how they have worked together to roll up their sleeves and organize the 10 AJCs and their multiple partners.

The status of the AJC reopening currently is there are 5 are fully open for walk ins and the others are in process. We expect they all will be opened to at least walk ins by the middle of July. We are tracking how reopening is occurring to ensure that we communicate with customers regarding services.

MR. GUZMAN: Greetings from the Near West American Job Center. We have started to open using a hybrid model. We are seeing WIOA orientations with walk in customers on Thursdays and more. We are focusing on best practices as we open so we can share with other AJCs.

MR. COMBS: A big thank you to Becky and Robert and their team for all the great work you've been doing. At the start of Covid, shutting the centers down was done in an afternoon, but opening them back up has been a long process. It due to the invaluable leadership of the OSO team that helped bring all the partners together. I also want to thank Carrie Thomas and the IDES team. Again, their partnership has been key in getting to this point. No reopening plan is done in a vacuum.

MS. RAYMOND: We've been presenting at WIOA summits. The tools of the team are building and we are sharing what the workforce development community either at WIOA summit or the



team went to a national conference which was core professional development. For them they learned a lot and so just kind of sharing that. If anyone wants any more information about the presentations that we've made we're happy to share those slide decks.

And then at the end we have our detailed progress towards the scope that we embarked on 18 months ago and show where we are in terms of building out the tools and the monthly partner meetings.

CO-CHAIRWOMAN ROBINSON-IVY: Thank you very much.

MS. LEWIS: If you are willing, Susan mentioned that she had a couple videos she would like to share; they take about 6 minutes to view.

CO-CHAIRWOMAN ROBINSON-IVY: Let's adjourn and then play the additional videos, so if people need to leave then can.

MS. MASSEL: These videos reflect programs that may not usually be lifted up; we are happy to share these programs now.

CO-CHAIRWOMAN ROBINSON-IVY: Is there any public comment before we move forward? Hearing none, we can adjourn the meeting and those that want to stay and watch the videos are welcome. Those that can't stay will be able to find the videos online, as Susan mentioned.

CO-CHAIRWOMAN ROBINSON-IVY: Hearing no public comment, why don't we move on with the videos. Thank you everyone and especially Susan's Communications team for pulling these videos together.

CO-CHAIRMAN WRIGHT: I move to adjourn the meeting.

MS. McDONOUGH: Seconded the motion to adjourn.

CO-CHAIRWOMAN ROBINSON-IVY: Meeting adjourned at 10:23 am