



Chicago Cook Workforce Innovation Board

Meeting Minutes

Meeting via Zoom Conference Call

March 28, 2023 10:30 am

Present: Haven Allen, Colin Cosgrove, Xochitl Flores, Jennifer Foster, Sylvia Jenkins, Adam Levine for Michael Fassnacht, Sarah Lichtenstein-Walter for Juan Salgado, Dan Lyonsmith, Richard Monocchio, Angela Morrison, Donovan Pepper, Jacki Robinson-Ivy, Nora Cay Ryan for Robert Reiter, Marc Schulman, Jason Spigner, Carrie Thomas, George Wright

Quorum? Yes

The meeting was called to order at 10:33 am by George Wright. George called for a motion to approve the minutes of the December 8, 2022 meeting. Motion made by Colin Cosgrove, seconded by Rich Monocchio. Motion was passed unanimously.

Patrick Combs gave the CEO update. Coming in May, the governor will be rolling back the state's COVID-19 emergency to coincide with the federal end of the federal's COVID-19 emergency. One way though that will impact this body is when the emergency went into effect. It changed the Open Meetings Act to allow for virtual meetings. Once the emergency is rolled back for to comply with the Open Meetings Act, all public meetings will have to be held in person, which means that this meeting and the committee meetings for the web will go back to being in person. For quorum purposes, it will be based on people that are in the room.

Marisa Lewis reviewed the Statement of Economic Interests requirements for the members of all publicly appointed boards.

Colin Cosgrove and Sylvia Jenkins asked for an update on the CEO search process. Jacki Robinson-Ivy said that it is progressing.

Marisa Lewis gave the Service Delivery Committee update in Pam McDonough's absence. The SDC voted to move a funding transfer to the WIB for approval – the transfer of \$2M of Dislocated Worker WIOA funding to Adult funding. Amy Santacaterina explained that we received other funding to serve dislocated workers, so we could shift some of the formula funding from that bucket to where it was needed. The SDC also voted on training provider recertifications.

Jacki Robinson-Ivy asked for a motion. Motion to transfer \$2 Million WIOA funds from Dislocated Workers (1D) to Adult (1A) was made by Donovan Pepper, seconded by Haven Allen. Motion passed unanimously.

Jacki Robinson-Ivy asked for a motion to approve Training Provider Certifications. It was moved by Haven Allen, seconded by Rich Monocchio. Motion passed with 3 recusals (Sarah Lichtenstein Walter, Sylvia Jenkins, Colin Cosgrove).

Marisa gave the Youth Committee update in absence of Monica Haslip. Okay. The youth committee also met last week and spent a considerable amount of time talking about the WIOA Youth RFP, which the partnership released earlier this month, and the bidding period ends April 12th. And as of the meeting, we had 25 different organizations that had submitted an intent to apply. And a couple of things that we did a little bit differently with this youth RFP is that we increased the minimum funding amount. In the past, we wouldn't fund an agency at less than \$300,000 and going forward, we've increased that floor to \$350,000. We will be asking board members for help reviewing.

Amy Santacaterina reiterated the higher minimum award, and said we anticipate there will be fewer organizations that we will fund. But the reason for the increase really is to help our organizations meet the costs, there are rising costs that everybody's experiencing, and hopefully to be able to increase salaries to pay for frontline staff.

Jose Mota gave the Finance Committee Update. To the first six months we owe as a with PY21 and 22. Our expenses are at \$29.2 million, which is 42% of this year's budget. Our focus over the next three months is going to be focusing on closing out the grants that are ending \$630, which includes \$21.4 million funds and our NEG and 1E grants that are also ending. We're going to start to see a shift in expenses from our current PY22 grants to these grants to kind of spend these down. Next high-level point that I wanted to speak on is the requirements that we must meet at year-end for these formula funds. I feel that, you know, overseeing and managing and looking at these percentages monthly, I feel very confident we're going to meet our 80% requirements for obligations across all three funding streams. 50% direct training requirement for adult and dislocated and our 20% work-based learning requirement for youth. And as they said earlier, you know, with additional funding that we received for the money and the energy, which is roughly close to 2 million. You will start to see the shift in expenses from one need to these energies and one need to kind of spend those down. And for that reason, it's free enough money and our current formula for the year, which is why we're requesting to shift that to million from dislocated to adult.

Susan Massel gave the communications update. We have been focusing again on events and person events as they come back to life. She shared promotional materials for Hospitality Hires, which is happening April 18th at the Palmer House. We use real people instead of stock photos, including at Peaches Restaurant and Smash Hotels. You'll also see Hospitality Hires advertised free of charge on City billboards. She also shared a flyer right for Career Pathway Navigator program specifically aimed at job seekers with disabilities. We're working on our next annual report, available in a few months. She also shared media coverage, including one of our re-entry navigators on WTTW, talking about our work to help men and women coming out of incarceration, which is the Road Home Program that we've spent a lot of time on this last quarter as well. We've been on CBS and Univision in the last few weeks, and we will be on more in the upcoming weeks related to Hospitality Hires, and The Road Home. She shared social media on Black History and Women's History Month and how social media engagement is growing. We're going to start the Career Connector up again in late May and Opportunity Works and

Opportunity Summer. We are launching a campaign to reintroduce the idea, the concept, the services offered by our 10 American Job Centers.

Becky Raymond gave the One Stop Operator Update. Becky reported that ScaleLit has been very busy with partner engagement. They have put together a quick 8- minute training video on the manual that has been developed. Today's presentation has a QR code that can be used to view the system wide updates. ScaleLit has switched to holding quarterly system wide meetings where we bring the entire network together to do cross training and provide referral orientation materials. The next quarterly meeting is scheduled for June, but there will be site level meetings in between. ScaleLit has been encouraging usage of the Customer Satisfaction survey completion. All 10 AJCs are using the surveys now, which has resulted in over 3,000 responses. This allows us to see the overall satisfaction and net promoter score, which is very high. Customers are sharing their experiences at the AJCs which provides great feedback. In addition, we have been upgrading the signage at the One Stops that shows what services are available to customers. As you may know from past meetings, we have been working on refining the referral process to make it more comprehensive and user friendly. Our long-term solution is to build out Illinois workNet which allows for work with partners across all the sites.

Xochitl Flores reported that she met Robert Guzman in person and has never met someone so passionate about their work and asked Becky to thank Robert for his energy.

Jacki Robinson-Ivy noted that ScaleLit's fundraising event Beyond Books is April 13th.

Marisa Lewis noted the ScaleLit has recently been promoting our local AJCs among other WIBs and decision makers. We recently hosted WIBs from 10 or 12 different Midwest cities to visit an AJC. ScaleLit made an impressive presentation to them. Next month a group of Congressional staffers is coming to an AJC and ScaleLit will present to them as well.

Jacki Robinson-Ivy closed by noting that The Partnership also lost a staff member last month. Patrick Combs shared that the Partnerships longtime Director of Human Resources, Lorraine Volz, passed away last month. Many of you might know Lorraine and remember that she was the director for the Workforce Board in DuPage County prior to joining The Partnership. She will be greatly missed.

The meeting was adjourned at 11:33am.