

**MINUTES OF A MEETING
EXECUTIVE COMMITTEE
LAKE COUNTY WORKFORCE INVESTMENT BOARD**

July 11, 2008@ 8:00AM

At

Lake County Department of Job and Family Services

Committee Members Attendance

Dave Kalina Keith Miller
Terry Lazar Pat McAteer
Jeff Malish Jeff Yaist
Eric Barbe

Staff Attendance

Bob Dawson

Call to Order:

Chairman Dave Kalina called the meeting to order at 8:05 AM.

Approval of Minutes:

A Motion was made by Jeff Malish and seconded by Eric Barbe to approve the minutes of the March 27, 2008, Executive Committee meeting. All approved; motion passed.

Dave Kalina presented a list of his committee assignments and Chairs for PY 08. Jeff Yaist suggested that Jennifer Rooney be considered for the open slot of Vice-Chair of the One-Stop Committee. Chairman Kalina agreed and asked Jeff Yaist to confirm the appointment with Jennifer and advise Bob Dawson accordingly.

New Business:

Local Incumbent Worker Training Program:

Bob Dawson updated the committee on the current year's IWT program and expenditures. The IWT spending plan called for a set-aside of \$160,000 including \$85,000 for Individual Training Accounts (ITAs) to fund for-credit training and \$75,000 for Customized Training Agreements. Virtually all ITA funds have been spent or obligated and approximately \$39,000 in Customized Training is in process.

Bob reviewed the WIA Budget for PY 08 (SFY 09) showing available resources much the same as was spent and/or obligated in PY 07 (SFY 08).

The committee then reviewed an IWT spending proposal for PY 08 (SFY 09). After review and discussion it was Moved by Eric Barbe and seconded by Pat McAteer to set aside \$141,000 in the budget to be used for Incumbent Worker Training; \$50,000 to be used for the Manufacturing Industry and \$91,000 to be used within the Healthcare Career Pathways as specifically recommended subject to the amounts being flexible based on demand. All approved; motion carried.

Report on the State's Incumbent Worker Training Program:

The State, through the Department of Development (DOD) has initiated its new Incumbent Worker Training Program. Bob passed out the State's Guidance paper on the program, a flow chart and a list of IWT plans that have been approved and are in process. It appears that from the list of approved programs that there is an emphasis on the Manufacturing Industry. The training is being funded by State discretionary WIA dollars. The training plans are drawn up by a DOD representative, reviewed and approved by the DOD and ODJFS and then an approval and allocation letter is forwarded to the Local Workforce Area for processing. The WIB needs approve accepting these monies, the processing of the contracts and the data collection responsibilities. Following questions and discussions on the situation it was Moved by Jeff Yaist and seconded by Eric Barbe to participate in the State's IWT Program for the benefit of the employers and economy in Lake County (Area #5). All approved; motion carried.

Discussion and Consideration to change the WIB By-Laws:

Bob Dawson discussed the monitoring guidelines for the new One-Stop Continuous Improvement Program related to WIB(s) which include meeting attendance and member participation at meetings. Our By-Laws currently includes a provision for proxy votes but a proxy vote is not the same as attending and participating. Various opinions were expressed on this matter. The committee requested additional information on how other WIBs handle this situation. Bob Dawson and Jeff Yaist will check with some other WIBs and report back. Any change in the By-Laws would be done at a regular WIB meeting.

E-Marketing Campaign:

As a general point of interest, the committee viewed the recent E-Marketing deployment pieces and statistics. The E-Marketing campaign aimed at local employers was the last step of the PY 07 Outreach Plan.

Other:

The committee established WIB meeting dates for PY 08 on November 11, 2008, March 31, 2009 and June 9, 2009. The meetings will be held at Lake1Stop at 11:30 am. **NOVEMBER 11TH IS VETERANS DAY . THE AGENCY IS CLOSED. THIS MEETING NEEDS TO BE RESCHEDULED.**

Adjournment:

There being no further business, Chairman Kalina adjourned the meeting at 9:15 am.