



Grundy Livingston Kankakee Workforce Board
Business Services Committee
Workforce Board Office
May 7, 2008 10:00 a.m.

Agenda

- I. Call to Order
- II. Public Comment
- III. **ACTION:** Approval of minutes of March 5, 2008. (*Attachment A*)
- IV. **ACTION:** Recommend approval of initial certification of RHP Management Janitorial Training program. (*Attachment B*)
- V. **ACTION:** Recommend approval of initial certification of American Bodywork Institute Massage Therapy Program (*Attachment B*)
- VI. **ACTION:** Recommend approval of recertification of Unity Cosmetology (*Attachment B*)
- VII. Old Business
- VIII. Adjournment



Grundy Livingston Kankakee Workforce Board
Business Services Committee
Workforce Board Office
March 5, 2008 10:00 a.m.

Minutes

Present:

Dennis Sorensen Sandy Erschen Steve Magruder
Beth Brousseau David Hinderliter

Staff:

Elisabeth Dunbar
Anne McNeely
Elisabeth Dunbar

Phone-In Participants:

Mary Jo Martyn Sandy Mol
Jennifer Vieley

Absent:

Mike Smith Mike Van Mill
Duane Oosterhoff

- I. Call to Order – Steve Magruder called the meeting at 10:01 a.m.
- II. Public Comment – None
- III. **ACTION:** Approval of minutes of November 7, 2007. **MOVED:** Dennis Sorensen, **SECONDED:** Sandy Mol. **MOTION CARRIED.**
- IV. **Update:** Ambassador Steel expansion funding for incumbent worker training. Steve Magruder and Elisabeth reported that the funding, which is a 50/50 match, will be spent at the end of March. The training is currently under way.
- V. **Discussion:** Drug testing policy under review by Youth Council – The committee thought that this was a great idea. The staff is working on developing a drug-free policy that will cover all titles not just youth. We asked for some samples of policies that current businesses use. The staff will look at panel tests and the cost. The policy needs to be specific on random versus scheduled and post injury/post incident tests.
- VI. **Information:** Riverside proposal – How do incumbent workers get into the program?
- VII. Discussion: Top Employers survey
- VIII. Old Business – None
- IX. Adjournment – The meeting was adjourned at 10:50 by consensus vote.

ACTION: Approve Initial certification of RHP Management Corp Janitorial/Handyman Training Program (JHTP)

This two month program is designed to prepare individuals with marketable skills in the highly skilled field of janitorial/handyman services. Occupations that the individual will be qualified to hold after completing this program are building janitor, building maintenance and forklift operator. The program takes 8 weeks to complete and costs \$5,000 which includes tuition, books and fees.

The average annual job openings for occupations requesting or requiring training as a janitor, building maintenance or forklift operator in Local Workforce Area 11 as projected by the Illinois Department of Employment Security, is expected to increase by approximately 98 job openings from 2004 to 2014. The median hourly wage for janitors/cleaners is \$10.36 or \$21,549 annually.

ACTION: Approve Initial certification of American Bodyworks Institute Massage Therapy Program

American Bodywork Institute has requested that the Massage Therapy program leading to a certificate of completion be certified for enrollment of LWIA #11.

The Massage and Bodywork Program is composed of 672 clock-hours of on-campus lecture and laboratory practices. Students will learn about the biologic self-healing mechanism of the human body, and the principles and applications of massage and bodywork therapy. The curriculum includes the studies of human biology, massage and bodywork techniques, professional ethics, business development, health maintenance, and clinical practice. The Massage and Bodywork Program will provide students with solid theoretical and practical skills needed in order to work as massage therapists. The program costs \$8,217 which includes tuition, books, and fees.

The average annual job openings for occupations requesting or requiring training as a massage therapists in Local Workforce Area 11 as projected by the Illinois Department of Employment Security, is expected to increase by approximately 6 job openings from 2004-2014. The median hourly wage for massage therapists is \$21.38 or \$44,470 annually.

**Unity Cosmetology
Cosmetology Program**

The Unity Cosmetology program costs \$14,999, which includes all supplies, and is 52 weeks (1500) hours. Students are prepared to be licensed by the State of Illinois.

Hairdressers, Hairstylists, and Cosmetologists - Provide beauty services, such as shampooing, cutting, coloring, and styling hair, and massaging and treating scalp. May also apply makeup, dress wigs, perform hair removal, and provide nail and skin care services.

The median hourly wage for Hairdressers, Hairstylists, and Cosmetologists in LWA 11 in 2005 was \$8.22. The median annual wage or salary was \$19,098.

The number of Hairdressers, Hairstylists, and Cosmetologists employed in LWA 11 in 2004 was 303. It is projected that in 2014 there will be 319. This represents an annual average growth rate of 5.28 percent.