



Workforce Board Meeting
Workforce Board office
200 E. Court Street, Suite, Suite 506
Kankakee, IL
June 3, 2025 at 9 am

Minutes

Present

A. Turner
G. Richard
M. Borchers
M. Gerrish
S. Erschen
C. Van Yperen
E. Murphy-Frobish
T. Nemeth
D. Boresi

B. Anderson
J. Jensen
Dr. Boyd
N. Norton
S. Franco
T. Salgado
T. Graves
R. Manuel (Tardy)

Absent

A. Dontz
Dr. Namuo
L. Copes
M. Kelley
M. Powell
S. Carrell
S. Magruder

Staff

L. Russell
C. Koerner
B. Peña

- I. **Call to Order:** Meeting was called to order at 9:01 a.m.
- II. **Public Comment:** None.
- III. **ACTION Items:**
 - A. Recommend the approval of the September 3, 2024 minutes & October 29, 2024 minutes (*Attachment A*). **Motion was moved to approve the minutes. Moved: Dr. Boyd, Seconded: B. Anderson. Motion Carried.**
 - B. Recommend the approval of Kankakee Community College Certified Nursing Assistant training program. **Motion was moved to approve the program. Moved: B. Anderson, Seconded: T. graves; Abstention: Dr. Boyd. Motion Carried.**
 - C. Nominating Committee recommends the approval of the slate of officers (*Attachment B*). **Motion was moved to approve the slate of officers. Moved: C. Van Yperen, Seconded: B. Anderson. Motion Carried.**
 - D. Executive Committee recommends the approval of local policy 15-WIOA-16: carry forward policy (*Attachment C*). **Motion was moved to approve the local policy. Moved: Dr. Boyd, Seconded: A. Turner. Motion Carried.**
 - E. Executive Committee recommends authorizing the Workforce Board Executive Director the authority to establish the PY25 local workforce area budget and awarding service provider allocations using the attached PY25 Allocation budget template. (*Attachment D*). **Motion was moved to authorize this action item. Moved: Dr. Boyd, Seconded: T. Salgado. Motion Carried.**
 - F. Recommends the approval to renew service provider contracts for the next fiscal year effective July 1, 2025 as listed below. **Motion was moved to approve the contracts listed below. Moved: S. Erschen, Seconded: T. Graves. Abstention: Dr. Boyd. Motion Carried.**
 1. Adult, Dislocated Worker, & Youth Services in Kankakee & Livingston Counties: Kankakee Community College
 2. Adult, Dislocated Worker, & Youth Services in Grundy County: Joliet Junior College
 3. One Stop Operator: Kankakee Community College
- II. **Reports**
 - A. **Fiscal: PY24 Fiscal Reports (*Attachment E*).** C. Koerner provided a financial report that goes until April 30th. There are no concerns at this time except the 20% work-based learning expenditure requirement for the KCC's Youth Program (12.83%). However, there are youth

that have started a paid work experience & have communicated with KCC staff. At this time, we are confident that KCC will meet this requirement based upon their plan of action but will continue to monitor.

1. **Grant Updates: Fast Track, JTED, Supplemental Funds.** L. Russell stated that Gotion is progressing as they continue to receive and install more lines. They continue working side-by-side with KCC to customize training, and they are still hiring. She said that Supplemental funds are State Funds that don't have the same restrictions as Federal Funds, so these funds are currently used for projects such as incumbent training for the Bank of Pontiac, dual credit for local area high school students, and a childcare pre-apprenticeship with Will County. L. Russell asked Board Members for ideas for future projects.

B. Executive Director

1. Federal update. L. Russell said that President Trump's "Skinny Budget" has a 35% fund reduction; it calls for the elimination of several public/community programs. She doesn't know how the reduction in funding will affect us. She provided scenarios of how contracts have been handled in the past as when the Workforce Board has experienced lack of funding.
2. Board membership. L. Russell wants to recognize Maureen Powell for her seven years of services at our Workforce Board. Thank you! L. Russell requested feedback from Board Members to replace M. Powell.
3. Board meeting schedule (*Attachment F*). A copy of the 2025-2026 Meeting Schedule has been provided to all Workforce Board Members as part of the Agenda Packet.

C. Committee Meetings

1. **Workforce Development : Priorities for next year.** This committee wants us to focus on Manufacturing Month Employer Tours for STEM teachers.
2. Program Operations
 - a. **MOU.** L. Russell stated that the MOU for the One-Stop has been negotiated; big thanks to all those individuals who contributed to this accomplishment. She is waiting for one more signature before she can send it to the State.
 - b. **Priorities for next year.** L. Russell said that our priorities for the coming year consist of continuing to look for ways to innovate & partner our services.
 - c. **Workforce Services offices/Partner Updates.** The Livingston office has been busy with an April Job Fair attended by 65 job seekers; a community childcare coalition with discussions on the possibility of the provision of childcare services in the community, and much more. The Kankakee office was busy with the Kankakee Spring Job Fair in the middle of April with the participation of over 40 employers, and they plan to attend the Jackie Haas Job Fair. In the Grundy Office, Ann is happy to announce that her office is finally fully staffed. They continue to work with the Grundy County Chamber of Commerce. They promote their grants at high schools and community events.

IV. Old Business: None.

- V. New Business:** L. Russell mentioned that Johnsonville/Momence Meat Packing got closed on June 2, 2025. About 274 employees were sent home yesterday with pay until August 1st.

- VI. Adjournment:** Motion to adjourn. Moved: B. Anderson, Seconded: A. Turner. Motion Carried. Meeting adjourned at 10:00 a.m.