

# Illinois Workforce Innovation Board

**JB Pritzker, Governor John Rico, Co-Chair**

**Erin Guthrie Co-Chair**

July 15, 2020

2:00 PM – 3:30 PM

## Continuous Improvement Committee Meeting Minutes

GoToMeeting

See log in information below.

**Committee Members Present:** Marlon McClinton, Thomas Hacker, Jennifer Foster, Barb Oilschlager, Maryann Merano

**Committee Members Absent:** Jay Brooks

**Invited Guests:** Brian Richard

**Staff Present:** Aime’e Julian, Martha Smith

1. Welcome and Introductions Marlon McClinton

Mr. McClinton welcomed the group and gave a brief review of the agenda and goals.

1. Approval of June 2020 Meeting Minutes

The draft minutes of the previous meeting were sent to committee members for review. Changes have been incorporated into the current draft. Dr. Julian called for any additional changes and there were none. A call was made for a motion to approve the minutes. Tom Hacker moved to approve the minutes. Barb Oilschlager seconded the motion. The minutes from the June 2020 were approved as presented.

1. Colorado Evaluation Update Brian Richard

* Mr. Richard updated the group on the work with the state of Colorado to develop evaluation plans for some projects there, and figuring out how to replicate this in Illinois.
* After a pause due to COVID-19, the projects have been funded and work continues. Projects are currently in the on-boarding process.
* The goal is for the projects to have evaluation plans completed early in the process, so they can be implemented as the projects move forward. Evaluation plans should come together by the end of the summer.
* Timing of delivery of evaluation results vary depending on the timing of the projects.

1. Examine IWIB Act and mid-point measures to determine if there are added outcomes for the performance sub-committee or the CIC as a whole as we examine our priorities for FY21.

* Dr. Julian reviewed the IWIB Act with the group, and highlighted areas the group might want to review for any changes.
* Dr. Julian will send a copy of the IWIB Act and her notes to the committee members for review, and add it to the next committee meeting’s agenda to discuss any changes in priorities.

1. Evaluation Working Group Charges and Priorities Aimee Julian

* Dr. Julian reported on the Evaluation Working Group for Kathy Olson Tracey, who was unable to attend. Committee members received a copy of the draft of the Evaluation Working Group Charges and Priorities prior to the meeting. Ms. Olson Tracey is the lead on the effort.
* Illinois has concluded their work with the Peer Learning Community. WIOA leadership agreed that it would be beneficial to keep an evaluation committee moving forward. That committee should be somehow connected to the CIC.
* The committee discussed if there is a need to add language to acknowledge the performance and accountability workgroup (PAW) and the evaluations workgroup, and discussed a possible overlap between the agency leadership and with what’s already in place with the IWIB committees.
* Dr. Julian will share information on the Evaluation Work Group with Bethany Jaeger at Interagency.

1. Performance Working Group Update Jennifer Foster and Marlon McClinton

* Mr. McClinton reported that there was consensus that a Performance and Accountability workgroup should be formed..
* The workgroup will report back to the CIC and will include members and representatives of the four core partners. Jay Brooks is being ask to serve as the chair of the committee.
* The committee discussed next steps and Ms. Foster and Mr. McClinton asked members to consider volunteering to serve on this workgroup.

1. Old Business
   * Mr. McClinton shared that the TDL workgroup will be reconvened.
   * Mr. Hacker asked that an update on the progress and a demonstration of the Beta version dashboard (IPATS) be presented at the next meeting if possible. Dr. Julian offered to contact Patty Schoor to arrange.
   * Mr. McClinton asked if members knew of any policies/programs under development that need attention and should come before the committee. Dr. Julian will follow up with Lisa.
2. New Business – Mr. McClinton called for any new business, there was none.
3. Public Comment – Mr. McClinton called for any public comment, there was none.
4. Next CIC Committee Meeting – The committee discussed meeting dates/times for the coming year and agreed to continue meeting on the third Wednesday of each month, 1:00 pm – 2:30 pm. Dr. Julian advised the group to delete any current CIC meetings on their calendars, and she will send new ones.
5. Mr. McClinton called for a move to adjourn the meeting. A motion to adjourn was made by Barb Oilschlager. The motion was seconded by Jennifer Foster. The meeting adjourned at 2:12 pm.

Continuous Improvement Committee Meeting - July 2020   
Wed, Jul 15, 2020 2:00 PM - 3:30 PM (CDT)   
  
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## Charges of the CIC:

**Charge 1: Evaluation Design.** Review evaluation elements of policies, programs, and processes created or overseen by the IWIB to determine the appropriateness of their relationship to their expected outcomes. Provide feedback and recommendations.

**Charge 2: Evaluation Outcomes.** Review outcomes of evaluation to determine if results conformed to intended outcome. Provide feedback and recommendations.

**Charge 3: Continuous Improvement at Local Level.** Review local performance related to the six federal performance measures for the WIOA core partners and make recommendations about strategies for continuous improvement at local levels.

**Charge 4: Benchmarks.** Examine and evaluate workforce quality and earning benchmarks and recommend changes.

**Charge 5: Data Recommendations.** Provide Recommendations for Readily Accessible Data and technical assistance recommendations for an intended audience.

**Charge 6: Priority Activities.** Manage priority activities as assigned by the IWIB Strategic plan.

## Priorities of the CIC:

1. Policy evaluation
2. Develop an understanding of how WIOA programs (under Title One, Two, Three and Four) are evaluated, what continuous improvement processes are in place and included, and what Technical Assistance from the lead agency is involved.
3. Provide the IWIB Committees with a Clear understanding of how outcomes are evaluated – defining the process for upcoming policy.