



Illinois Workforce Innovation Board

JB Pritzker, Governor

**John Rico, Co-Chair
Erin Guthrie Co-Chair**

CONTINUOUS IMPROVEMENT COMMITTEE MINUTES

November 13, 2019 – 2:00 PM – 3:30 PM

Online GoTo Meeting – See login information below

In Attendance:

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| Marlon McClinton | Utilivate Technologies, LLC |
| Thomas Hacker | C&L Supreme |
| Jennifer Foster | Illinois Community College Board |
| Barb Oilschlager | College of Lake County |
| Aimee Julian | Illinois Center for Specialized Professional Support |
| Scott Shook | Illinois Center for Specialized Professional Support |
| Brian Richard | Center for Governmental Studies |

AGENDA:

1. Welcome and Introductions

Chairman Marlon McClinton: offered opening remarks that included a brief recap of the progress made and topics covered in the last few meetings.

2. Approval of Prior Meeting Minutes – October 2019

Thomas Hacker: Motion to approve

Jennifer Foster: Second

Motion passed by unanimous voice vote

3. TDL Update

Marlon McClinton noted that he had not heard any updates on the status of the TDL report. A follow-up was expected from a conversation that IWIB chairman John Rico was to have with the taskforce lead. No action was taken.

4. Unified State Plan

Progress was provided by Jennifer Foster. She noted that the State Unified Plan document is on target for a due date of March 1, 2020. The content is being provided by the Unified Plan

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committee members. A webinar was held earlier today, November 13, to review and define the operational elements and ask for feedback. The timeline for comment will be from January 2, 2020 through January 30. The Unified Plan will be posted and advertised seeking public comment.

Jennifer noted that there is still a significant amount of work to be accomplished on the plan, but it does appear to be on target. An update will be provided at the IWIB Executive committee meeting to be held November 18th and at the IWIB quarterly meeting on December 12. She noted that operational elements were due by the end of the day and that more deadlines were quickly approaching. A new slate of webinars will begin soon to continue to develop the elements of the plan.

Barb Oilschlager. asked if there will be any concerns meeting the deadline of the plan and Jennifer responded that she did not foresee any concerns with meeting the deadlines. The Illinois Economic Development plan will play a part in the direction of the plan and will need to be reconciled with the governor's plan.

5. DOL Region 5 annual report narrative

The annual report for DOL Region 5 is in draft format. The document will be provided to IWIB members and core partners for review in the next week. Comments will be used to update, and edits will be incorporated into the document by November 30.

6. Evaluation Peer Learning Cohort project

Tom Hacker provided a report on the project and application and Jennifer provided additional details. The committee is excited to hear if Illinois is awarded this opportunity.

He discussed how the US Department of Labor is forming a Peer Learning Cohort and Illinois has applied to participate. He discussed DOL plans to convene an interactive TA forum to explore design and plan evaluation. He mentioned there was a discussion and that those involved felt this would be a good fit for Illinois. He indicated participation was limited to four states and that the timeline spans January - April 2020. Participation will include phone calls and webinars with coaching and working sessions – concluding with the creation of an action plan.

He also noted that participation is restricted to agency staff. At the time of the meeting, we did not know if Illinois had been accepted.

Jennifer added that all the core partners, Title I and III, Title II and IV are involved. The application was submitted on November 8, and we should hear if we've been accepted soon. Lisa Bly from LWIA 3 and Mark will participate in the program and report back to CIC.

7. Revisions to the Policy Development Process and review of documents

Scott Shook provided the documents for review. Brief edits were provided with those edited documents being returned to the committee by November 15.

Old Business:
None

New Business:
None

Next CIC Meeting will be held in person at Malcom X College, from 9:00 AM – 11:00 AM,
December 12, 2019, Room TBA

CIC Meeting - November 2019

Wed, Nov 13, 2019 2:00 PM - 3:30 PM CST

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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.