

**Employer Engagement Committee
Meeting Minutes
June 6, 2017**

The Employer Engagement Committee Meeting was called to order at 5:33 p.m. by Cary Robbins.

MEMBERS PRESENT:

IVCC: Dr Jerry Corcoran, Debbie Clausen, and Jim Andreoni

STERLING: Patty Head, Cary Robbins, and Robert White

MEMBERS ABSENT: Linda Burt, Vicki Carlson, Deana Jones, Kevin Lindeman, Barbara Majeski, Lisa McCarthy, Dave Mennie, Jim Weed,

OTHERS PRESENT (IVCC): Dianna Schuler, Joel Torbeck

OTHERS PRESENT (Sterling): Pam Furlan, Theresia Charley

Approval of Minutes

Robert White made the motion to approve the minutes from the last meeting. Jim Andreoni second the motion. Motion carried.

Business Meeting

Healthcare Summit

Dianna reported that on June 21, 2017 at Sauk Valley Community College and June 27, 2017 at Illinois Valley Community College NCI Works will be hosting healthcare summits to gather information on the challenges and trends healthcare is experiencing. This initiative will give us much needed information that can be used by the community colleges and BEST for planning and career advisement. Dianna informed the group that Pat Schou from the Illinois Critical Access Healthcare Network will be facilitating both events. Event begin at 8am and will wrap up by 10am.

Pam mentioned that she had talked with Bonnie Campbell at IVCC and she had mentioned that reservations were coming in for IVCC and were looking good so far. Pam asked if there were any numbers yet for SVCC. Dianna informed the group that Sauk Valley had just finished compiling their list of invitees and that the invitations had just gone out on Monday, June 5th. Dianna stated that follow would begin the following week.

Update on Nippon, Austin-Westran, and Dura Hiring Events

Dianna reported that in April and May we held 2 manufacturing job fairs. One in Oregon in response to the closure of Austin-Westran and the layoffs at Nippon. This event was held on the 6th of April at the Coliseum in Oregon and we had 25 companies present with 140 job seekers attending. Mayor Williams arranged for the use of the facility and provided us with the necessary labor for setup and teardown. Dianna also informed the group that BEST has just received notification that another 104 employees will be laid off from Nippon in July.

The second one was held at Highland Community College on May 16th in response to the closure of Dura Automotive. We had 23 companies with 67 current openings participate. In the spirit of cooperation BEST staff agreed to the use of a Survey Monkey registration to capture the number of attendees. This did not work out very well as many of the job seekers were not computer literate, the instrument itself had issues and, as a result we were only able to log 31 job seekers. Paper and pencil will be used going forward in an effort to gather a more accurate number at these events. As a result of the Dura event at, one company from Iowa is interested in recruiting specifically from the Savanna/Mt. Carroll area and Mary is working with them to try to accommodate them.

Debbie asked if it is really important to know the number of attendees at a hiring event. Dianna stated that for us it isn't as much as it is for IDES, with whom we partner for these events. Dianna stated that paper and pencil is actually faster since they are just signing their names and maybe checking if they are a veteran.

Fee-for-Service Pilot Program

Dianna reported that over the last 6 to 8 months the BEST Business Relations Unit and Robert White have been working on making a recommendation for additional fee-for-services. The first is to that intermediary for setting up background checks and drug screens. Dianna doesn't see this happening often but would like to be able to offer it to the small or new companies that might need the help. The second would be to add to the soft skills offerings workshops for hiring managers and supervisors in the area of new hire orientations and interviewing. This would include the how-to's of conducting an interview and new hire orientations. The fee would be wages and fringe of the individual that would be conducting the workshop.

Motion was made by Jim Andreoni with a second by Dr. Corcoran. Motion carried.

Business Services Reports

Dianna shared 2 sample reports that would include BEST and IDES business service information. She went on to identify that the biggest difference between the 2 reports is that one has the contact broken out into type of contact (face to face, email, phone) and the other has contact listed as total contacts and in-person visit. Dianna reminded the committee that of the core partners only IDES and BEST collect such data. Dianna recommended going with the report that listed total contacts and in-person visits because that is the only way IDES reports their interaction with businesses.

Pam reminded the committee that with WIOA the board is responsible for overseeing and monitoring all of the core partner program and that would include business services. As a board, NCI Works would need to know what is going on. Jim asked if, depending when IDES data is pulled, we could note a monthly total and a year to date amount. Debbie also indicated a note as to who was able to submit data in a given month would be a good idea as well.

Jim Andreoni made a motion to accept Dianna's recommendation. The motion was seconded by Dr Corcoran. Motion carried.

Workforce Issues

Pam reminded the committee that at the end of the last meeting they started identifying issues that were relevant to the committee's work. She stated that Jim and Dr. Corcoran were not at the last meeting and they might have addition and reminded the committee that the State of the Workforce report would be coming out and might identify some more areas. Copies of the report were made available at the meeting and Pam had previously sent it out to the members of NCI Works and economic development looking for input. She stated that when they do the roll out of the report some of the issues will tie back to the list of issues discussed at the last meeting. She asked the committee how they wanted to proceed and reviewed some of the points identified at the last meeting.

Debbie suggested perhaps promote the list to the whole board and having it as a discussion topic. Jim suggested prioritizing the list from the last meeting. Debbie suggested re-instating the Lonnie Doan "Topic of the Month" and go around the table with it. She suggested taking 5 to 7 minutes and sticking to that time limit. Jim suggested looking at concentrating on focusing on 1.A-J on the handout and identify the top 2. Cary stated that we had narrowed some things down last time and saw Succession Planning as one of those. He also stated that the State of the Workforce report should also identify some needs. Robert added along with the need for succession planning is the need to be lean. Not all companies have the resources to training on the job. Dr. Corcoran stated that education is often undervalued even when the companies are paying for it.

Pam re-capped the discuss as follows: Take the April 4th handout to the full board and focus on numbers 1 and 2 as a topic of the month. For the next board meeting (July) the April 4th list and the last paragraph from the associated discussion from the minutes should be included in the mailing.

Public Comments

None

Adjournment

With there being no further business motion to adjourn was made by Dr Jerry Corcoran. Motion was seconded by Debbie Clausen and carried. Meeting adjourned at 6:32 p.m.

Dianna Schuler