



Training Team Minutes  
Friday, March 5, 2021, 9:00 a.m.  
via Zoom

Ryan DeVay, LeeAnn Haust, Jennifer May, Lisa Principio, Todd Sloane, John Smith, Michael Woloson

- **Minutes reviewed February 5, 2021** – A motion to approve the minutes was made by Mr. Smith and seconded by Ms. Haust. All in favor, motion carried.
- **Dashboard report** – Mr. Woloson has been unable to access the management report and unemployment numbers will come out mid-month. The dashboard report will be provided at the April meeting.
- **FLCC Update** – Mr. Sloane reported that healthcare programs are up and running, and the Medical Admin Assistant program, while not WIOA funded, is upcoming. All healthcare programs will have a hybrid schedule, except for Home Healthcare Aide. All students who will have face to face sessions will have a COVID test one week prior, before being cleared to attend the session. Additionally, the next CNA course is scheduled in Geneva for May 10<sup>th</sup> – June 17<sup>th</sup>. Several orientations for the session have been scheduled. Mr. Sloane also stated that he is very confident that FLCC will be running AMM classes no later than the fall, and spring classes are still a possibility. The Certified Production Technician course has been approved by the WIB and has received a lot of interest from employers. Mr. Sloane also spoke of the Foundations in Advanced Manufacturing Machinist, which offers 12 credits in Smart Systems Technology and is related instruction for eleven occupations. The training is twenty-four months and will have a hybrid schedule, based on the needs of the students.  
**ACTION ITEM: Mr. Sloane to send Mr. Woloson updated training flyer for distribution.**  
Lastly, Mr. Sloane thanked the team for referrals for the Medical Billing and Coding, HVAC and Electrician programs.
- **Online Trainings** - Mr. Woloson reviewed the updated SkillUp report that showed twenty new registrations in February and a total of fifty-one total training completions; forty-nine SkillSoft, two Provelt.

Future Skills Exchange, through WDI, will hopefully launch in March or April.

- **TAA Report** – Ms. Haust reported that the monthly calls are still cancelled. Mr. Woloson mentioned that Ms. Haust’s caseload was discussed during the most recent Managers meeting and other training team members are willing to assist in her WIOA caseload to allow her to work on TAA.
- **Virtual Workshops and Videos** -  
Ms. Haust will host a virtual workshop, “Surviving Job Loss”, on March 25<sup>th</sup>.  
Mr. Sloane will host “LinkedIn 102” on April 15<sup>th</sup>.  
There will be a virtual Career Navigator session March 15<sup>th</sup> – 19<sup>th</sup>.

**Next Meeting: April 2, 2021, Zoom Meeting, 9:00am.**

**Submitted by: J. May**