



*DuPage Workforce Innovation Board
Executive Committee Meeting Agenda*

2525 Cabot Drive
Suite 302
Lisle, IL 60532
April 22, 2026
7:30am-9:00am

- I. Roll Call/Call to Order/Introduction of Jenna Stutz – **Present: Lisa Schvach, Susan Ryan, Jane Clarke, Kevin Bass, Dave Sabbathne Absent: Larry Blackburn, Tiffany Rotondo**

Jenna Stutz, the new Workforce Board Manager, introduced herself and provided the Board with some career background information.

- II. Public Comment - **No public comment was offered.**
- III. Approval of March 2026 Executive Committee meeting minutes **(APPROVAL) Motion Lisa Schvach, 2nd Dave Sabathne, motion passed unanimously.**
- IV. Local Policy Revisions—Individual Training Accounts, Self-Sufficiency, Priority of Service **(APPROVAL)-- Thaddeus Zychowski – Thaddeus presented the proposed changes and provided an overview of the policies to the Board Members. Questions were taken from Board members. Lisa proposed a discussion to increase the nursing allowance beyond the \$10,000 currently outlined in the approved policy, noting that this sector consistently exceeds that funding level. Motion to approve – Lisa Schvach, 2nd Kevin Bass, motion passed unanimously.**
- V. Foundation Expenditures and Balance—Lisa Schvach – **Lisa reported the current balance of the Workforce Innovation Board (WIB) account.**
- VI. WIOA Title I Grants Update—Lisa Schvach – **Lisa discussed challenges experienced this program year due to staff turnover in the County Finance department. She outlined corrective actions being implemented including technical assistance provision from DCEO. Lisa reported that she believes her staff are on track to hit the 80% requirement for the grant and that all staff are looking to accelerate spending in this final quarter. Lisa also shared updates on work-based learning and noted the proposed use of a third-party employer of record to expand client**

services. She requested support from WIB Board members in engaging the County Board on this matter. Susan and Jane offered support.

- VII. IWDS 2.0 Transition and Impact on our Processes-- Lisa Schvach, Thaddeus Zychowski, Dave Sabathne – **Lisa, Thaddeus, and Dave explained the rollout process for the new case management system scheduled to launch in July and its anticipated impact on the day-to-day operations of the Career Center. Lisa recommended a follow-up discussion at the May meeting to address any challenges and proposed a working group to assist workNet staff in devising solutions where needed.**
- VIII. May Meeting Plan – **For the May full Board meeting, the committee decided to select Workforce Development in the Community from the list of topics for upcoming meetings. The plan is to have a panel of representatives from employers or organizations who have workforce development efforts of note. workNet staff will also be invited to attend to learn more about how to connect job seekers to these initiatives. Additional discussion included how the Workforce Innovation Board (WIB) and workNet can better support one another, as well as the value of involving staff in WIB meetings to provide a clearer understanding of employee roles and responsibilities.**
- IX. Old Business – **Lisa provided an update on lease negotiations, noting that DPC is exploring potential relocation options with ROE. Lisa noted this would be a valuable opportunity to braid services with youth clients. She will keep the Committee informed of any developments.**
- X. New Business – **Dave left the meeting so that the remaining members could review the One-Stop Operator purchase order renewal to extend the contract with the Western DuPage Chamber of Commerce through June 30, 2027. Members agreed to move forward with the contract renewal.**
- XI. Adjournment – **motion to adjourn, Lisa Schvach 2nd – Susan Ryan, without objection the meeting adjourned at 8:36am.**