



RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

Title

Authorizing the Creation of a Program Training Specialist Position in the Workforce Development Department Funded Through the Workforce Innovation and Opportunity Act (WIOA)

Committee Flow:

Human Services Committee, Jobs Committee, Finance and Budget Committee, Executive Committee, County Board

Contact:

Adam Schauer, 630.208.5351

Budget Information:

Was this item budgeted? Yes	Appropriation Amount: \$38,716-\$58,074
If not budgeted, explain funding source: WIOA Funds	
Was this item passed through the appropriate committee? Yes	

Summary:

The attached resolution authorizes the creation of a Program Training Specialist position within the Workforce Development Department. The addition of this position directly addresses a significant finding identified in the recent corrective action plan issued by the Illinois Department of Commerce and Equal Opportunity (DCEO).

This position will strengthen the Department's training and onboarding of staff, internal and external program monitoring, and compliance with state and federal reporting requirements associated with Workforce Innovation and Opportunity Act (WIOA) funding. In addition, the creation of this position will support program expansion and allow for increased services to the communities served through these workforce development programs.

The Program Training Specialist will report directly to the Workforce Development Department Performance and Compliance Manager.