



Minutes of the  
**Diversity & Inclusion Committee Meeting**

**Record of Meeting | February 15, 2017**

The Illinois State Toll Highway Authority (the “Tollway”) held the Diversity & Inclusion Committee Meeting on Wednesday, February 15, 2017 in the Boardroom of Tollway Headquarters in Downers Grove, Illinois. The Meeting was held pursuant to By-Laws of the Tollway upon call and notice of the Meeting executed by Chairman Robert J. Schillerstrom and posted in accordance with the requirements of the Illinois *Open Meetings Act*. The Meeting was open to the public.

*[Bolded entries indicate issues which may require follow-up to present or report to Directors.]*

**Call to Order / Roll Call**

Committee Chair Corey Brooks called the Meeting to order at approximately 10:37 a.m., stating that this is the regularly scheduled meeting of the Diversity & Inclusion Committee of the Tollway Board of Directors. He invited attendees to rise and join in the Pledge of Allegiance. He then asked the Board Secretary to call the roll, those Directors present and absent being as follows:

Committee Members Present:
Committee Chair Corey Brooks
Director Earl Dotson, Jr.
Director Joe Gomez
Director David Gonzalez
Director James Sweeney

Committee Members Not Present:
None

The Board Secretary declared a quorum present.

**Public Comment**

Committee Chair Brooks opened the floor for public comment. No public comment was offered.

**Committee Chair’s Items**

Item 1: *Approval of Minutes of the Regular Diversity & Inclusion Committee Meeting held December 7, 2016.*



Committee Chair Brooks called for a motion to approve **Committee Chair's Item 1**, the Minutes of the regular Diversity & Inclusion Committee meeting held on December 7, 2016, as presented. Director Gomez made a motion for approval; seconded by Director Sweeney. Committee Chair Brooks asked if there are any questions, concerns or requests for amendment. Hearing nothing, Committee Chair Brooks called for a vote. The motion was PASSED with Director Gonzalez abstaining.

Having no further items, Committee Chair Brooks called on Greg Bedalov, Executive Director.

### **Executive Director's Items**

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**Illinois Tollway Diversity Initiatives Update:** Executive Director Bedalov introduced Gustavo Giraldo, Chief of Diversity and Strategic Development, to provide an update for the Committee on the Tollway's diversity initiatives. [See attached presentation.](#)

At the conclusion of the presentation, Director Dotson asked Mr. Giraldo to elaborate on the objective of exploring contract language which would require construction contractors to use apprentices. Mr. Giraldo responded that the agency is holding meetings with regional transportation partners and union representatives to discuss the viability of including contract language which would require the use of first and second year apprentices by trade, thereby creating additional entry-level opportunities for graduates of the Tollway's Workforce Development Technical Assistance Program. He clarified that the Tollway would adhere to industry standards for the use of apprentices by trade. Mr. Giraldo emphasized that development of a pipeline to permanent construction work will complement future Tollway workforce diversity efforts, and that Illinois unions and road builders are anticipated to be key partners in this endeavor.

Director Gomez concurred in the importance of securing participation of key stakeholders, in particular Illinois unions and road builders, and proposed that additional efforts be made in this regard. Mr. Giraldo responded that the Tollway has met with key stakeholders such as the Illinois Department of Commerce and Economic Opportunity, Chicago Transit Authority, Construction Industry Service Corporation and local unions to discuss potential partnering opportunities. He further noted that the issues have also been discussed with the Equal Opportunity / DBE Committee of the Illinois Road & Transportation Builders Association. Mr. Giraldo advised that more meetings are scheduled in the coming weeks in order to heighten awareness of the program and encourage the development of consortium partnerships that can manage the network of training partners and identify apprenticeship and training program opportunities for graduates.



**Diversity & Inclusion Committee Meeting**

Director Sweeney commented that based on his experience, program success will depend foremost on creating demand for apprentices and, furthermore, on providing enhanced mentorship and outreach to underrepresented populations. He further suggested that the program be registered with the U.S. Department of Labor to ensure national standards are met, and that state level oversight be implemented to provide additional accountability. He then expressed support for including apprentice utilization requirements in Tollway construction contracts, contending they provide a means (when applied universally) to create apprentice demand without unfairly impacting vendor competitiveness. Director Sweeney additionally suggested, and Director Gomez concurred, that apprentice utilization requirements would have the most impact if implemented on public works projects statewide. They encouraged staff to engage with other state agencies, including the Illinois Department of Transportation and the Chicago Housing Authority, on this subject. Mr. Giraldo responded affirmatively, noting that the agency has already planned to meet with the Chicago Transit Authority to encourage use of similar language in contracts for upcoming major improvement projects on the Red Line.

Committee Chair Brooks then asked whether the timeline indicated for the Workforce Development Technical Assistance Program can be expedited. Mr. Giraldo commented on the complexities of effective workforce development and stressed also that Illinois procurement protocols are time consuming. He advised that the timeline is being examined for opportunities to expedite and that more insight in this regard is expected in the coming weeks.

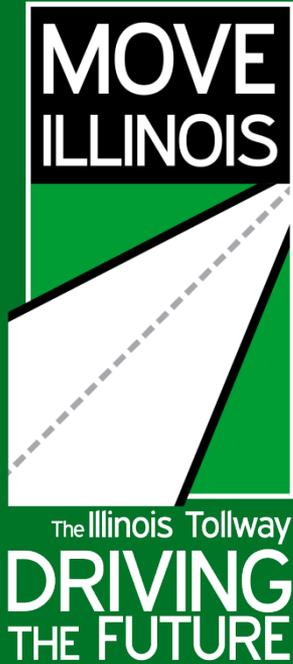
**Adjournment**

There being no further business before the Committee, Committee Chair Brooks requested a motion to adjourn. Motion to adjourn was made by Director Gomez; seconded by Director Dotson. Committee Chair Brooks then called for a vote. The motion was PASSED unanimously.

The Meeting was adjourned at approximately 11:10 a.m.

Minutes taken by: \_\_\_\_\_

Christi Regnery  
Board Secretary  
Illinois State Toll Highway Authority



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# Illinois Tollway

## Diversity Initiatives Update

Gustavo Giraldo, *Chief of the Department of Diversity and Strategic Development*

February 15, 2017

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# Agenda

**Diversity Advisory Council Meeting**

**Earned Credit Program**

**Networking Events**

**Partnering for Growth (P4G) Program for  
Construction**

**Technical Assistance Requests For Proposals**

**Navigating the Tollway Bid Process Webinar**

**Elite SDVOB Veteran Business Champion Award**

**Diversity Report Recommendations**

**Apprentice Hours Contract Language Discussion**

**Upcoming Diversity Advisory Council Meetings**

# Diversity Advisory Council Meeting *Update*

Meeting held January 10

Trends in Nonprofit Management  
presentation by Northwestern University

Approval of new policies and procedures  
document, attendance policy and 2017  
meeting schedule

Next Diversity Advisory Council meeting on  
**April 12**



# Earned Credit Program *Update*

Contractors earn virtual bid credits for hiring and retaining pre-screened qualified individuals

New Hiring Portal for ECP eligible hires

Resume and background information from community training partners

- Chicago Urban League
- Chicago Women in Trades
- Highway Construction Careers Training Program
- Lawndale Christian Legal Center
- National Latino Education Institute
- Salute the Armed Forces
- St. Paul Church of God in Christ
- Community Development Ministries, Inc.
- YouthBuild Lake County



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# Recent Events

## Making a Connection: Workforce Resources Working for You

Wednesday, February 1, 2017



## M6 Marengo Maintenance Site – Networking Event

Tuesday, February 7, 2017



# Partnering for Growth (P4G) Program for Construction *Update*

## Work completed on P4G Program framework includes:

- Terms and guidelines
- Application forms
- Evaluation portal
- Virtual bid credit incentive
- Special provision review

## Two tentative agreements in place pending approval



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# Technical Assistance Requests for Proposals

## *Update*

### Technical Assistance for Small Businesses

- Evaluated responses from vendors
  - Based on curriculum, expertise, experience and pricing
- Recommendations for Board approval in March

### Workforce Development Technical Assistance Program

- Continue to work on the RFP
- Meetings held with key stakeholders to discuss partnering opportunities
- Program may require vendors to assemble consortium capable of managing various partners
- Goal to issue the RFP in spring 2017



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# Navigating the Tollway Bid Process Webinar Update

## Host first webinar on February 24

- Tollway subject matter experts from Diversity and Engineering will address questions from participants
- Provide support to assist agencies and key stakeholders

## Registration now open

For more information visit the “Doing Business” section of [illinoistollway.com](http://illinoistollway.com)



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The screenshot shows the Illinois Tollway website's 'Training Programs' page. At the top, there is a navigation bar with the Illinois Tollway logo, 'I-PASS', and a search icon. Below the navigation bar, there are three buttons: 'Invite Training Video', 'DSE and CM Training Videos', and 'Safety Videos'. A blue box on the right contains the text 'Traffic Barrier Guidelines Training Series'. The main content area is titled 'Navigating The Tollway Bid Process' and includes a paragraph of introductory text, a list of topics covered, and a section for 'EDUCATIONAL VIDEOS'. This section contains six video thumbnails with titles: 'How to Do Business with the Tollway - Up', 'Contract Requirements', 'Diversity and Strategic Development', 'Starting the Bid Process - All Documents', 'The Proposal', and 'Tollway's Response to Bid'. Each thumbnail includes a brief description of the video's content.

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# Elite SDVOB Veteran Business Champion Award

## *Background*

Elite assists veterans to establish self-sufficient and thriving businesses

Tollway is the first recipient of this award

Award recognizes the Tollway's commitment to providing opportunities and challenging the industry to do more for veterans

*“The Illinois Tollway is a clear leader among state government agencies and tolling agencies nationwide in supporting veteran-owned businesses.”*

*John Scifers, President  
Illinois Chapter of the Elite SDVOB Network*



THE ELITE  
SDVOB  
NETWORK

# Diversity Recommendations Report

## *Implementation Update*

### Twelve Diversity Report recommendations are complete/ongoing, including:

- Release of retainage
- Unbundling
- Partnering for Growth program
- Goal setting with Disparity Study data
- Continue Diversity and Inclusion /Diversity Advisory Council committees
- construction bid checklist
- posting EEO compliance data online

### Six recommendations are in progress, including:

- Review prequalification barriers
- Create DBE Program document
- Implement diversity software
- Workforce Development Technical Assistance
- Require EEO workforce projections prior to start of construction
- Diversity Advisory Council union liaison committee

**Diversity Staff will continue to work with the Diversity Advisory Council to monitor progress of recommendations**



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# Apprentice Hours

## *Background*

### Exploring contract language requiring construction contractors to utilize apprentices

- Implemented successfully in other states
- Meetings with regional transportation partners and union representatives to discuss viability of including language

### Practice complements future Tollway Workforce Diversity efforts

### If implemented, would position Tollway as a regional leader for workforce diversity



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# Upcoming Meetings/Events

## CMS/CPO Veterans Outreach Event

February 23, 2017, 3 -5 p.m.

Moraine Valley Community College  
9000 W. College Parkway, Palos Hills  
Building M, Conference Center

## Policy Subcommittee

March 6, 2017 at 10 a.m.

Michael Baker International  
200 W. Adams Street, Suite 2800, Chicago

## Workforce Diversity Subcommittee

March 9, 2017 at 10 a.m.

National Latino Education Institute  
1737 West 18th Street, Chicago

## Diversity Advisory Council

April 12, 2017 at 1:30 p.m.

Illinois Tollway  
2700 Ogden Avenue, Downers Grove



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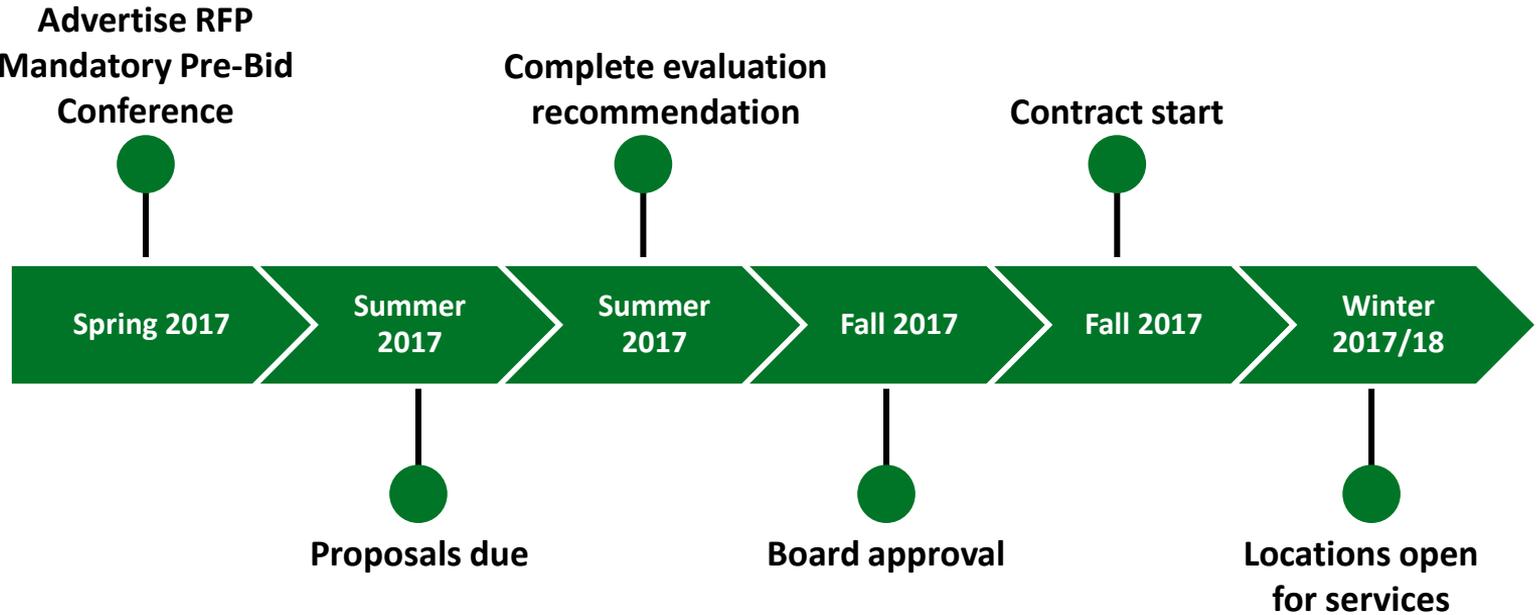
**THANK YOU**

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# APPENDIX

# Workforce Development Technical Assistance Initiative

## *Contract Award Timeline*



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