

**Executive Committee  
 Meetings Minutes**

**Wednesday, August 5, 2020 at 8:15 AM**[**Zoom Meeting**](https://zoom.us/j/92337269977?pwd=RVpueU13RXNkUmNWVFhLQkdhU1F5dz09) **URL:**

[**https://zoom.us/j/93613692094?pwd=VmUyTVZUTTMzaWJob1IycjRiTGM3QT09**](https://zoom.us/j/93613692094?pwd=VmUyTVZUTTMzaWJob1IycjRiTGM3QT09)

**Present:** Chairman Warrington, Chris Hammerlund, Jennifer Harris, Tim Dempsey, Dennis Kessler, Edward Melton, Mike Rummel, Jennifer Serino   

1. **Call to Order** . . . . . . . . . . . . . . . . . .. . . . . . . . . . . . . . . . . . . . . . . . . . .Andrew Warrington, Committee Chairman

*Chairman Warrington called the meeting to order at 8:19 AM.*

*A roll call was made, and a quorum was present.*

1. **Public Comment**

*There was no public comment.*

1. **Chairman’s Report** . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .. . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Andrew Warrington

*There was no report.*

1. **Consent Agenda** 
   1. Approve the June 2020 Committee Meeting Minutes Attachment A.1
   2. Approve the Regional and Local Plan required modifications Attachment A.2
   3. Accept the US DOL Dislocated Worker Grant – Disaster Recovery Grant in Attachment A.3  
      the amount of $1,223,650.

*Action:   
A motion was made by Member Melton, seconded by Member Kessler that the Consent Agenda be approved.*   
*A rollcall vote was made, and the motion carried.*

1. **New Business** 
   1. Strategic-Plan Based Board Agenda

*Chairman Warrington shared that the Lake County Workforce Development Board has designed a new Strategic Plan to guide our strategic efforts. It is his hope that this plan will be an active strategy to move the needle on our workforce development goals, instead of a document that sits on a shelf and collects dust. He suggested redesigning the WFB meetings to be more focused on the workforce board’s strategic plan and redevelop the agenda that mirrors that. A conversation took place around this topic and more will be reviewed at the next meeting.*

1. **Workforce Board Strategic Plan** 
   1. Create a Culture of Equitable Prosperity
      * Lake County Workforce Development Board Equity Taskforce Creation Attachment B  
         *Chairman proposed the creation of an Equity Taskforce and reviewed attachment B with the committee. Laura Gergely will follow up with the suggested co-chairs and report back to the committee in September.*
   2. Continue to be the Workforce Innovative Leader
      * Communications and Marketing Request for Proposal Attachment C  
          
        *Member Serino shared the outline of the marketing and communications request for proposal with the committee – attachment c. This RFP will be reviewed and discussed with Lake County Purchasing in late August.*
   3. Increase industry-led workforce solutions
   4. Develop solutions through career pathways

1. **Business and Finance Updates**
   1. Lake County Workforce Development Grant Expenditure Report Attachment D
   2. Lake County Workforce Development Contract Report Attachment E
   3. Illinois Department of Commerce and Economic Opportunity LWIA 1 PY19 Attachment F  
       Combined Monitoring Results

*Member Serino reviewed the Grant Expenditure Report and shared that all budgets are on track.   She also reviewed the Illinois Department of Commerce and Economic Opportunity LWIA 1 PY19 Combined Monitoring Results stating we had a good report with no fiscal findings.*

1. **Upcoming Board & Committee Meetings**
   1. Executive Committee Meeting – September 2, 2020 at 8:15 AM
   2. Workforce Development Board Meeting – September 24, 2020 at 8:00 AM

*Chairman announced that the next Executive Committee Meeting will be held on September 2, 2020 and the next Board Meeting will be held on September 24 – via Zoom.*

1. **Adjournment**

*A motion was made by member Rummel and second by member Harris that the meeting be adjourned.  The meeting was adjourned at 9:10 AM.*