

Lake County Workforce Development Board Meeting Minutes

Thursday, June 25, 2020 at 8:00 AM

Zoom: <https://zoom.us/j/94718930669?pwd=M2toS3BNV2xJcFIBWDVibXRROHE5QT09>

Present: Chairman Andrew Warrington, Vicechair Stoneman, Kurt Beier, Kevin Considine, Laura Crivlare, Tim Dempsey, Emily Garrity, Chris Hammerlund, Dennis Kessler, Edward Melton, Noelle Kischer, Kristi Long, Kathryn Nellis, Carlotta Roman, Arlene Santos-George, Robyn Safron, Michael Rummel, Jennifer Serino, Patrick Statter, Lori Suddick, Kim Wimer, Christian Wallis

Absent: Lacie Mayer, Tony Figueroa, Ginny Weekly, Eugene Roberson, Roycealee Wood, Jennifer Harris, Mike Nugent

I. Call to Order Andrew Warrington, Board Chairman

Chairman Warrington called the meeting to order at 8:02 AM. A roll call vote was made, and a quorum was present.

Chairman Warrington announced that the Governor signed into law Public Act 101-640, which adds a section to the Open Meetings Act to address remote meetings held when the Governor has issued a disaster declaration. Section 7(e) of OMA lists several requirements for those meetings, and section 7(e)(6) states that all votes taken during these meetings must be "conducted by roll call."

II. Approval of Consent Agenda

1. Board Meeting Minutes – February 27, 2020 [Attachment A.1](#)
2. Approve the PY20 Job Center of Lake County MOU and Operating Budget for July 2020 – June 2021 [Link to Attachment](#)
3. Accept the DCEO Regional Technical Assistance Grant in the amount of \$166,005.65 [Attachment A.2](#)
4. Accept the DCEO Rapid Response Small Business Layoff Aversion Grant in the amount of \$123,942.26 [Attachment A.3](#)

Action: A motion was made by Member Kischer, seconded by Member Rummel that the Consent Agenda be approved.

A roll call vote was made, and the motion carried.

III. Public Comment

There was no public comment.

IV. Chair's Report Andrew Warrington, Board Chairman

- Welcome to Eric Bravo, Lake County Workforce Development Board Intern

Chairman Warrington welcomed Eric Bravo the new Lake County Workforce Development Board Intern. Eric will be with us starting July 1 for 9 weeks in total. His focus will be on reviewing the WFB policies

and researching ways we can better serve more customers with a more equitable outcome.

V. New Business

• **Action Item**

Approve the Nomination Committee's Recommended Slate of Officers for PY20

- The Executive Committee voted at the June 3, 2020 meeting to recommend approval of the Slate of Officers presented by the Nominating Committee
 - a. The Slate as recommended includes:
 - i. Andrew Warrington, Chair
 - ii. Karen Stoneman, Vice-Chair
- An opportunity is available for other Board Members to be nominated from the floor for consideration
- The term of office begins July 1, 2020

The Nominating Committee Chair, Member Dempsey, presented the recommended slate of officers as Andrew Warrington to serve as Chair and Karen Stoneman to serve as Vice-Chair. Member Dempsey asked for additional nominations from the floor to consider. There were no nominations from the floor. Member Dempsey put a motion on the floor for the approval of the slate of officers presented by the Nominating Committee.

Action: A motion was made by Member Statter, seconded by Member Santos George, to approve the Nominating Committee's Recommended Slate of Officers for PY2020.

A roll call vote was made, and the motion carried.

• **Action Item**

Attachment B and Handout

Approve the Lake County Workforce Development Strategic Plan as recommended by the Executive Committee

Action: A motion was made by Member Dempsey, seconded by Member Garrity, that the Lake County Workforce Development Strategic Plan as recommended by the Executive Committee be approved.

A roll call vote was made, and the motion carried.

• **Action Item**

[Link to Attachment](#)

Approve the Workforce Innovation and Opportunity Act (WIOA) Four-Year Plan for the Northeast Economic Development Region

Action: A motion was made by Member Hammerlund, seconded by Member Stoneman, that the Workforce Innovation and Opportunity Act (WIOA) Four-Year Plan for the Northeast Economic Development Region be approved.

A roll call vote was made, and the motion carried.

• **Action Item**

[Link to Attachment](#)

Approve the Lake County Workforce Development Board WIOA Four-Year Local Plan

Member Serino reviewed the local plan and shared some highlights and collaborations within the plan.

Board member asked for more information regarding apprenticeships with the College of Lake County. The question was directed to the representative from the College of Lake County, President Lori Suddick. Member Suddick asked to discuss this question during her presentation scheduled later in the meeting.

Action: A motion was made by Member Rummel, seconded by Member Stoneman, that the Lake County Workforce Development Board's WIOA Four-Year Local Plan be approved.

A roll call vote was made, and the motion carried. Member Statter abstained.

- **Action Item**

[Attachment C and Handout](#)

Accept the following grant awards and approve the grant plans:

- Workforce Innovation & Opportunity Act PY20 Allocations in the amount of \$6,580,878
- Workforce Innovation & Opportunity Act PY19 Revised Allocations in the amount of \$40,000

Action: A motion was made by Member Garrity, seconded by Member Rummel to accept the following grant awards and to approve the grant plans:

- *Workforce Innovation & Opportunity Act PY20 Allocations in the amount of \$6,580,878*
- *Workforce Innovation & Opportunity Act PY19 Revised Allocations in the amount of \$40,000*

A roll call vote was made, and the motion carried.

- **Action Item**

[Attachment D](#)

Approve the Comprehensive Career Pathway Workforce Innovation & Opportunity Act Youth Subrecipients Agreements Totaling \$386,528.00 to serve 60 WIOA eligible youth as recommended by the Executive Committee

Member Serino explained that the LCWDB received four proposals from the following entities: Employee Connections, North Chicago High School (District 187), The Community Works, and First Institute Training & Management, Inc. The review and evaluation of the proposals was completed by LCWDB Board and committee members as well as Lake County Workforce Development Department (LCWDD) staff. Proposals were evaluated and scored against evaluation criteria documented in the RFP (scores are listed below); interviews were conducted with all proposing entities.

Negotiations took place the week of April 13, 2020 with Employee Connections, North Chicago High School (District 187), The Community Works, and First Institute Training & Management, Inc. which included program deliverables, program performance, and budgets. Considering the New landscape with COVID-19, Lake County Workforce Development program staff will work with each contractor to develop a program design that best serves each participant virtually and in-person.

Action: A motion was made by Member Melton, seconded by Member Crivlare to approve the Comprehensive Career Pathway Workforce Innovation & Opportunity Act Youth Subrecipients Agreements Totaling \$386,528.00 to serve 60 WIOA eligible youth as recommended by the Executive Committee.

A roll call vote was made, and the motion carried.

VI. Updates and Information

1. Association of Workforce Boards

Member Warrington shared with the Board that the 2020 FORUM will be held virtually. A report of the FORUM activity will be shared at completion. More to come.

2. Illinois Workforce Innovation Board

Member Warrington gave an update on the IWIB and shared that a Mark Burgess has taken on a new role in the Office of Employment and Training, as a Performance Manager. He announced that the IWIB has a created a new Equity and Inclusion Taskforce. The most up to date newsletter can be found [here](#).

3. Workforce Partners of Metropolitan Chicago

No discussion took place.

4. Lake County Workforce Development

- Job Center of Lake County One Stop Certification

Member Serino shared that a One Stop Certification team was identified and completed the full certification on June 20, 2020. WIOA requires all one-stop centers to meet certification requirements, including assessments of their effectiveness, physical and programmatic accessibility, and continuous improvement.

- DCEO PY19 Combined Monitoring
- Grant Expenditure Report - April 2020

[Attachment E](#)

Member Serino reviewed the Grant Expense Report and the DCEO PY 19 monitoring plan with Committee.

5. College of Lake County

Member Suddick and Ali Obrien gave an update on the Advanced Technology Center at the College of Lake County. You can find the full presentation [here](#).

6. Lake County Partners

Member Considine shared that eligible local businesses can begin applying in July for grants of up to \$30,000 from the Lake County Small Business Assistance COVID-19 Grant Program. The Lake County Board allocated \$10 million to the program last month out of \$19 million in emergency economic relief

provided by Congress under the Coronavirus Aid, Relief, and Economic Security Act or CARES Act. The money can be used to cover the costs of up to four months of occupancy, including rent, mortgage and utility payments, as well as for any costs associated with the coronavirus pandemic. That could include personal protective equipment, plexiglass dividers, extra cleaning services and training.

VII. Next Regular Meeting – September 24, 2020

Chairman Warrington noted that the next Board meeting will be held on September 23 at 8:00 AM.

VIII. Adjournment

A motion was made by member Rummel and second by member Stoneman that the meeting be adjourned. The meeting was adjourned at 9:42 AM.