

**Lake County Workforce Development Board**  
**Operations Committee**  
**Meeting Minutes**

**Monday, June 8, 2020 at 9:00 AM**

**Zoom:**

<https://zoom.us/j/98654509889?pwd=VVdWUjZKQIE3Y1g3MURNUC92OTFnZz09>

*Attachments are available upon request: [WorkforceBoard@LakeCountyIL.gov](mailto:WorkforceBoard@LakeCountyIL.gov)*

**Present:** Chairwoman Laura Crivlare, Eva Locke, Heidi Semenek, Carlotta Roman, Jennifer Serino, Edith Salinas, Reni Mitova, Arlene Santos-George, Jennifer Yonan, Charles Ivy

**Absent:** Brittany Davis, Joan Hornby, Elizabeth Gelacio, Tameka Wilson, Ginny Weekly

**I. Call to Order** ..... Laura Crivlare, Committee Chair

*Chairwoman Crivlare called the meeting to order at 9:08 AM.*

*A quorum was present.*

**II. Consent Agenda**

1. Approve the Operations Committee Meeting Minutes – February 10, 2020
2. Approve the PY20 Job Center of Lake County MOU and Operating Budget for July 2020 – June 2021

[Attachment A.1](#)

[Attachment A.2](#)

*Action:*

*A motion was made by Member Locke, seconded by Member Salinas that the Consent Agenda be approved.*

*The motion carried.*

**III. Public Comment**

*There was no public comment.*

**IV. Chairwoman’s Report** ..... Laura Crivlare

*These were no report.*

**V. New Business**

1. [Job Center of Lake County Application for One-Stop Certification](#)

*Laura Gergely shared that WIOA requires all one-stop centers to meet certification requirements, including assessments of their effectiveness, physical and programmatic accessibility, and continuous improvement. The IWIB established statewide criteria and procedures for certification to ensure a level of quality and consistency of services in one-stop centers throughout Illinois. It is the responsibility of each Local Workforce Innovation Board (LWIB) to initially certify and subsequently recertify the one-stop centers in their area, using the statewide criteria and procedures outlined in this application link provided above. The certification process is in the works and will be completed by its predetermined due date.*

2. Job Center reopening

*Member Serino gave an update on the Job Center reopening efforts.*

## **VI. Updates and Information**

1. One Stop Operator:
  - a. [Job Center of Lake County Quarter Activity Report](#): January 2020 to March 2020 (pre-coronavirus)
  - b. [Customer Service Satisfaction Survey](#): February 2020 - March 2020
  - c. [Lake County Workforce Development Success Newsletter](#)
2. Virtual Services Update
3. Regional One-Stop Operator and Customer Service Work

*Member Locke review the attached reports and most current newsletter – links are attached. Member Locke also gave an update on the virtual services offered currently in the Job Center of Lake County since Covid-19.*

## **VII. Upcoming Board & Committee Meetings**

1. Workforce Development Board Meeting – June 25, 2020 at 8:00am
2. Operations Committee Meeting – August 10, 2020 at 9:00am

*The Committee Chairwoman announced that the next Board meeting is scheduled for June 25, 2020 the next Operations Committee meeting will be on August 10 – both meeting will be held via the zoom platform.*

## **VIII. Adjournment**

*A motion was made by Member Santos-George and seconded by Member Semenek to adjourn the meeting.*

*The meeting was adjourned at 9:59 AM.*