



MISSION

To ensure a workforce is equipped for today and prepared for tomorrow.

VISION

To be the leader of the Lake County workforce system that produces a highly skilled workforce and powers the region’s economic vitality and quality of life.

**Operations Committee
Meeting Agenda**

Monday, January 11, 2021 at 9:00 AM

Zoom Meeting URL:

<https://zoom.us/j/99954795635?pwd=cXFRVzVqeEFMM2pEUHg0QmdOYIFuUT09>

- I. **Call to Order**..... Laura Crivlare, Chairwoman
- II. **Public Comment**
- III. **Chairwoman’s Report**..... Laura Crivlare
 - [Connect Illinois Computer Equity Network](#)
 - 2021 WIOA Summit
 - Date: April 27-28, 2021 Location: ONLINE
 - Link to submit a presentation: <https://icsps.forms-db.com/view.php?id=139216>
- IV. **Consent Agenda Items**
 - Approve:**
 - October 2020 Operations Committee Meeting Minutes Attachment A
 - Review:**
 - December 2020 Success Newsletter: <https://www.lakecountyl.gov/DocumentCenter/View/37672/Success-vol-20-ed-4-PDF>
- V. **New Business**
 - Job Center of Lake County MOU & Cost Sharing Agreement Timeline Attachment B
[Program Year 2021 Supplemental Guidance to the Governor’s Guidelines – Revision 4](#)
- VI. **[Job Center of Lake County Action Plan](#)**
 - Partner Integration
 - 2021 Workforce Brief
 - June 2021 Focus: One Stop Partners
 - Local and Regional Strategies

- Regional One-Stop Operator Collaboration
- Illinois Community College Board's Integrated Career & Academic Preparation System (ICAPS) – Criminal Justice

Presenter: Arlene Santos-George, Ph.D.
Dean, Adult Education at College of Lake County

VII. Upcoming Board & Committee Meetings

1. Operations Committee Meeting – March 8, 2021 at 9:00AM
2. Workforce Development Board Meeting – February 25, 2021 at 8:00AM

VIII. Adjournment



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Operations Committee Meeting Minutes

Monday, October 19, 2020 at 9:00 AM

Zoom Meeting URL:
<https://zoom.us/j/96545876316>

Attachments are available upon request: WorkforceBoard@LakeCountyIL.gov

Present: Chairwoman Laura Crivlare, Brittany Davis, Eva Locke, Elizabeth Gelacio, Carlotta Roman, Jennifer Serino, Reni Mitova, Edith Salinas, Heidi Semenek, Jennifer Yonan, Charles Ivy

Absent: Joan Hornby, Darryl Rade, Arlene Santos-George, Tameka Wilson

I. Call to Order..... Laura Crivlare, Chairwoman

Chairwoman Crivlare called the meeting to order at 9:04 AM.

A roll call vote was taken, and a quorum was present.

II. Public Comment

There was no public comment.

III. Chairwoman's Report..... Laura Crivlare

Chairwoman Crivlare introduced Dr Darryl Rade, Rehabilitation Services Supervisor to the committee and noted that he will be replacing Ginny Weekly as our DRS Representative.

IV. Consent Agenda Items

Approve:

- September 2020 Operations Committee Meeting Minutes Attachment A.1
- MOU Required Modifications Handout

Review:

- 2021 Operations Committee Meeting Schedule Attachment A.2

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

The motion carried.

V. The Digital Divide Discussion

Members of the committee presented on the digital divide. The full presentation can be found [here](#).

- Liz Gelacio, Illinois SCSEP Career Coach, National Able Network
- Arlene Santos-George, Ph.D., Dean, Adult Education and ESL, College of Lake County
- Eva Locke, Job Center Manager, Job Center of Lake County

VI. [Job Center of Lake County Action Plan](#)

- Partner Integration – Local and Regional Strategies

Member Serino gave an update on Regional Partner Integration Strategies. More updates to come in 2021.

VII. Upcoming Board & Committee Meetings

1. Operations Committee Meeting – January 11, 2021 at 9:00AM
2. Workforce Development Board Meeting – November 19, 2020 at 8:00AM

Chairwoman announced that the next Operations Committee Meeting will be held on January 11, 2021 and the next board meeting will be held on November 19th at 8:00 AM via Zoom.

VIII. Adjournment

A motion was made by Member Yonan and seconded by Member Davis to adjourn the meeting.

The meeting was adjourned at 10:14 AM.

PRE-PROGRAM YEAR PLANNING FORM FOR LWIA 1

PROGRAM YEAR 2021

In preparation for annual MOU and budget negotiations each program year, it is important to begin planning each fall to meet various WIOA benchmarks and deadlines. To help ensure each local area is in the best position to fulfill all WIOA requirements related to submission of MOUs and one-stop operating budgets within the allotted timeframe for the upcoming program year, please **complete and submit the following form to CWD-wioaplan@ad.siu.edu by December 31.**

Included at the bottom of this form is a waiver request section that must be completed if the local workforce innovation board seeks a waiver from a specific provision of the Governor's Guidelines – Revision 4 or PY 2021 Supplemental Guidance. If no waiver requests are known by December 31, then local areas should request any applicable waivers with the April 15 submittal of the preliminary budget and MOU negotiation Report of Outcomes.

For technical assistance in completing this form, please contact Mike Baker at Michael.Baker@illinois.gov. Additionally:

1. To ensure all required partners in the local area are aware of the submitted contents of this form, the form must be circulated to all required partners. Please indicate here the date by which the preliminary budget will be shared with all required partners: 1/11/2021
2. Please identify the lead negotiator for the MOU negotiations in your LWIA.

Jennifer Serino
jserino@lakecountyil.gov
847-377-2224
Lake County Workforce Development Department

3. Please identify the impartial budget negotiator in your LWIA. **If the local workforce board chair and required partners in the local area determine that the individual(s) designated by the local workforce board chair to lead annual budget negotiations is not impartial, please complete and submit a waiver request as provided at the bottom of this form and as described in Section 4 of the Governor's Guidelines – Revision 4.**

Edward Melton
ejmelton@comcast.net
847-377-2234
Workforce Development Board

4. Please identify the individual responsible for conducting periodic reconciliation of budgeted to actual costs in your LWIA.

Angela Cooper
Accoper3@lakecountyl.gov
847-377-3420
Lake County Workforce Development Department

5. Please identify the frequency at which reconciliation of budgeted to actual costs will occur in your local area (must occur at least semi-annually).

Semi-Annually

6. Using the fillable table below, please submit the proposed schedule for Program Year MOU and Budget Negotiations, in alignment with the general timeline provided in Appendix A of the Governor’s Guidelines – Revision 4 (Use only the rows needed to fully describe your specific negotiations schedule). Please include:
- Title of the meeting;
 - What is to be discussed and/or decided in accordance with the timeline below;
 - Whether the meeting is slotted to be in-person or over the phone; and
 - The week and year of the planned date of completion of task.

PRIMARY ACTIVITY IN NEGOTIATIONS	PLANNED DATE OF COMPLETION (WEEK ENDING ON A SPECIFIC CALENDAR DATE AND YEAR)
MOU 2021 Budget policies reviewed	1/10/2021
Partner update – WDB Operations Committee Meeting	1/11/2021
Draft Infrastructure Budget complete & distributed – phone call	2/26/2021
Partners submit workforce system budget information – phone call	3/12/2021
Partner update on budget status– phone call	3/17/2021
Draft Budget distributed to partners	3/24/2021
Draft Budget reviewed – WDB Operations Committee Meeting	3/29/2021
Partner review – individual meetings/phone calls	3/30/2021
Outcome report submitted to DCEO with draft operating budget	4/15/2021
Partner review final MOU budget – phone call	4/17/2021
MOU distributed for partner signatures	5/1/2021
Partner presentation - WDB Operations Committee Meeting	5/10/2021
Partner presentation - Workforce Development Board Meeting & Approval	6/24/2021
Partner signatures obtained by	6/26/2021

WAIVER REQUESTS

- Described below is a request to be waived from specific provisions of the Governor’s Guidelines – Revision 4 or PY 2021 Supplemental Guidance, as agreed upon by all required partners in the local area and the local workforce board chair.

Please describe the waiver request(s) below, including:

- The specific requirement (including relevant citations of the Governor’s Guidelines – Revision 4 or PY 2021 Supplemental Guidance) the local area is requesting be waived for the current program year MOU and budget negotiations, and
- Rationale for the State not holding the local area responsible for compliance with the specific requirement as described in the Governor’s Guidelines – Revision 4 or PY 2021 Supplemental Guidance.

Requirement (including applicable citation(s) to specific provisions of the Governor’s Guidelines)	Rationale and Description of Negative Consequences or Impact in the Absence of a Waiver
1.	
2.	
3.	

ICAPS PROPOSAL

Criminal Justice

Target Date of Implementation: Spring 2021

Name of Certificate(s) Awarded	<ul style="list-style-type: none"> • Private Security and Loss Prevention Certificate
Duration of Course Sequence	<ul style="list-style-type: none"> • Certificate is completed within a year by taking courses in the spring, summer, and fall terms.
Course Sequence	See flowchart on back
Rationale	<ul style="list-style-type: none"> • This certificate program provides the foundational knowledge for entry-level employment in the fields of private security and loss prevention, which allows students to enter the workforce sooner. • The certificate is designed for students looking for additional coursework to broaden their workplace expertise or those seeking employment in entry-level positions immediately upon graduation from the College of Lake County. • Students will find positions available on local, state and federal levels. Half of all positions in criminal justice (law enforcement, courts, corrections, and private security) will be in government agencies; nearly two-fifths in the fields of investigation and security services. Corrections officers and security guards will be in high demand, as well. • Bridge program offered to prepare students for the ICAPS in Criminal Justice program. • High interest from Adult Education students • Internships available through the CLC Police and CLC's Career and Job Placement Center • Partnerships with local law enforcement agencies High demand for CLC graduates received from local Employers
Benefits to Students	<ul style="list-style-type: none"> • Wrap-around services provided by Student Success coordinators: <ul style="list-style-type: none"> – Coaching – Referrals – Career planning – Scholarship application assistance – Job search and resume writing
Labor Market Outlook	<ul style="list-style-type: none"> • There is a high demand for security guards with a total of 5,599 projected annual openings and annual salary of \$29,159.90. • Police officers have a projected annual job opening of 1,365 jobs with an annual median salary of \$85,158.25. • Private detectives have a projected annual job opening of 86 jobs with an annual median salary of \$53,421.31.
Employer Partners	<ul style="list-style-type: none"> • Abbvie • American Public Defense Security • CLC Police • Zion Park District Police Department

CRJ- Private Security and Loss Prevention Certificate Pathway

One Year Integrated Education & Training Phase

