

**Executive Committee
Meeting
Wednesday, February 10, 2021 at 8:15 AM**

**Minutes
Zoom Meeting URL:**

<https://zoom.us/j/92942578547?pwd=c2MwSDF0R0VNbFZVTDJWMEUvTzU5Zz09>

Present: Chairman Warrington, Edward Melton, Tim Dempsey, Chris Hammerlund, Jennifer Serino, Laura Crivlare, Dennis Kessler, Lori Suddick, Demar Harris, Charlotte Roman, Jennifer Everett, Laura Gergely, Jennifer Harris, Karen Stonemark, Arlene Santos-George, Chris, Ann Maine

I. Call to Order.....Andrew Warrington, Committee Chairman

*Meeting called to order at 8:16am.
Role roll call of who is in attendance.
Verified there is a quorum.*

II. Public Comment

No public comment.

III. Chairman’s Report..... Andrew Warrington

1. Lake County Workforce Development Board Committee Chair Transition and Vice Chair Recruitment

Member Serino updated the Committee on the new Committee Chairperson, Karen Stoneman. Karen Will be transitioning March until June 2021 then begin her new role. The Board is looking for a new Vice Chair Stoneman. If anyone has an interest in the Vice Chair role, please reach out to Member Serino to discuss.

Other Committee role changes are: Member Hammerlund will be the new Talent Pipeline Committee Chairperson and Member Crivlare will take the lead for the Operations Committee.

2. Welcome Ann Maine (District 21) Lake County Board Member

Ann Maine has joined the Workforce Development Board and is attending her first meeting today. Ann brings her knowledge of Lake County government, Board experience and LC budgets.

IV. Consent Agenda

Approve:

- 1. January 2021 Committee Meeting Minutes Attachment A.1
- 2. 2021 Updated Committee Meeting Calendar Attachment A.2

Action: A motion was made by Member Melton, seconded by Member Dempsey to approve the Consent Agenda and the updated Committee Meeting Calendar be approved.

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

V. Action Items

1. As recommended by the Employer Connections and Talent Pipeline Committees, approved the 2021 WIOIA In-School Youth Career Crossroad. Pilot Program and reallocating unspent 2019 WIOA Youth grant funds for the development and execution of the pilot programs with six Lake County High Schools. [Attachment B](#)

Discussion or Corrections

Jennifer Serino

Member Maine asked How were the high schools selected?

Six high schools were chosen by contacting local high schools and invited to participate. The high schools are Antioch, Lakes, Mundelein, North Chicago, Round Lake, and Waukegan were interested in providing additional resources in the area of "Career Awareness and Work Readiness curriculum with funds made available through funds from DCEO specifically for students with an I.E.P.

Member Maine: Why are there high schools not enrolling more than 12 students, including students with disabilities?

The pilot program funding is based on the population of I.E.P. students. The limit is 12 students.

Each high school signed a contract of participation in the pilot. Student participants will receive a stipend for working 3 hours per day for 4 weeks. The curriculum will be Career Crossroads, labor market, work skills, and work readiness. Three contingent workers were recruited to assist executing the Youth Pilot Program.

Member Evette will follow-up on with how successful the pilot program is going in April or May.

A motion was made by Member Stoneman, seconded by Member Suddick to approve the recommendation by the Employer Connections and Talent Pipeline Committees for the 2021 WIOIA In School Youth Career Crossroads Pilot Program and reallocate unspent 2019 WIOA Youth grant funds for the development and execution of the Youth Pilot Program for six Lake County High Schools.

A roll call vote was taken. Motion carried.

2. Approve the modifications of Lake County Workforce Development Board Service Policy 17- Incentives. [Attachment C](#)

Action: Motion to approve the modifications to WD Service Policy 17- Incentives was made by Member Maine, seconded by Member Harris.

A roll call vote was taken. Motion carried.

VI. Workforce Board Strategic Plan

- Continue to be the Workforce Innovative Leader
 - Marketing and Communication Plan Update
 - [Pat Davis Design Group](#), George Dimotakis, President & CEO

Pat Davis Design Group reviewed drafts of Logos. Logos will be completed in Mid-March. Logos increase our footprint, workforce; employers will remember Lake County Workforce Development.

- *Concept #1 – drew inspiration from the Region (Lake Michigan).*
- *Concept #2 – play on graphical elements of the Lake County logo i.e. colors, similarities*
- *Concept #3 – Icon communicates the human element tagline presented with 2-color palette.*
- *Concept #4 - Choice of top compliments the County's existing logo.*
- *Concept #5 – Multi-dimensional*
- *Concept #6 – Color palette can be free-form.*

The creation of a small project workgroup to work with the Pat Davis Design Group and update the WD Board.

- *Logo concepts refinement*
- *Marketing and Communication Plan review*
- *Implement of branding, Social Media, link to Lake County website, etc.*

Contact Laura Gergely if you are interested in the workgroup

- Develop solutions through Career Pathways Member Serino
 - *WIOA and Dislocated Worker Grants from PY2019 are from July 2019 – June 2021.*
 - *All career services offered virtually.*
 - *Training Budget, expenditures/obligations.*

VII. Business and Finance Updates

Member Serino

- Lake County Workforce Development December 2020 Grant Expenditure Report [Attachment D.1](#)
- Lake County Workforce Development December 2020 Contract Reporting [Attachment D.2](#)

Transportation career training is in high demand. There were 160 WIOA participants enrolled in a Driving Academy. The percentage of completion is 73%.

VIII. Upcoming Board & Committee Meetings

1. The next Executive Committee Meeting will be held on March 10, 2021 at 8:15 AM via Zoom
2. The next Workforce Development Board Meeting will be held on February 25, 2021 at 8:00 AM via Zoom

IX. Adjournment

A motion to adjourn the meeting was made by Member Maine, Member Kessler seconded motion.

Meeting adjourned at 9:18am