



## Meeting Agenda

Thursday, November 18, 2021 at 8:00 AM

### Zoom Meeting URL:

<https://us06web.zoom.us/j/89547364592?pwd=QW02STUrTXJ2WTVLWFdpbkVLZU82UT09>

- I. **Call to Order** ..... Karen Stoneman, Committee Chairman
- II. **Public Comment**
- III. **Chairman's Report** ..... Karen Stoneman
  - 1. Welcome to the New Lake County Workforce Development Board Members
    - Pete Govorchin, President Enterprise Chief Operating Officer at Cancer Treatment Centers of America (CTCA) and President and Chief Executive Officer of CTCA
    - Dr. Michael Karner, Regional Superintendent of Schools, Lake County
    - Troy McIntosh, Vice President and Chief Diversity, Equity and Inclusion Officer at IDEX Corporation
    - Dane Morgan, Branch President, Gurnee Community Bank
    - Julie Savitt, President, AMS Elite Solutions, Inc.
    - Dr. Michele Vaughn, Founder & CEO, Teen & Single Mother Resource Center, Inc.
  - 2. New Board Member Orientation Session – Wednesday, December 8, 2022 from 8:15 AM - 9:30 AM
  - 3. Lake County Workforce Development Board Committee and Task Force Recruitment
  - 4. Inclusive Leadership Institute Leaders
- IV. **Consent Agenda**
  - Approve:**
    - 1. September 2021 Board Meeting Minutes Attachment A
    - 2. 2022 Board and Committee Calendar Attachment B
    - 3. Job Center of Lake County Memorandum of Understanding Required Revisions Attachment C
  - Review:**
    - 1. Board Recertification and New Board Members Attachment D
    - 2. Lake County Workforce Development Grant Reports
      - Grant Expenditure Report Attachment E
      - PY 20 Contract Report Attachment F
      - WIOA Youth Plan Report Attachment G
- V. **Lake County Workforce Development and Customer Success**
  - 1. Lake County Workforce Development
    - Briscoe Johnson, Flagger, TJ and Sons
    - Felicia Nixon, Project Lead, Lake County Workforce Development

2. Lake County Coroner's Office  
Jennifer Banek, Coroner, Lake County
3. Hire Lake County Job Fair  
Steven Smart, Business Development Coordinator, IBEW Local 150  
Antonio Garcia, Business Services Manager, Lake County Workforce Development
4. Illinois Workforce Partnership - 2021 LWIA 1 Awards
  - Business Leadership Award – Chicago Boiler Company (CB Mills)
  - Individual Achievement Award – Claire Simon
  - Innovation Solutions Award – Lake County Workforce Development Board's Efforts Toward Diversity, Equity and Inclusion

**VI. Updates and Information**

1. National Association of Workforce Boards

**VII. Upcoming Board Meeting**

1. Workforce Development Board Meeting – February 24, 2022 at 8:00 AM

**VIII. Adjournment**



## Meeting Minutes

Thursday, September 30<sup>th</sup>, 2021 at 8:00 AM

### Zoom Meeting URL:

<https://us06web.zoom.us/j/83039326321?pwd=UXhtZUR1MlJOOTJ2TmhoYWNIWFNURUT09>

*Present: Andrew Warrington, Karen Stoneman, Kevin Considine, Michael Darling, Tim Dempsey, Carrie Espinosa, Emily Garrity, Jennifer Harris, Dennis Kessler, Noelle Kischer-Lepper, Ann Maine, Edward Melton, Kathy Nellis, Carlotta Roman, Robyn Safron, Dr. Arlene Santos-George, Carla Schroeder, Jennifer Serino, Patrick Statter, Kimberly Wimer, Steven Smart, Mary Ross-Cunningham*

*Absent: Laura Crivlare, Josh Fischer, Christine Hammerlund, Kristie Long, Pastor Eugene Roberson, Dr. Lori Suddick*

**I. Call to Order** ..... Karen Stoneman, Committee Chairman

*Meeting called to order at 8:01am.*

*Roll call was taken.*

*There is a quorum.*

**II. Public Comment**

*No public comment.*

**III. Chairman's Report** ..... Karen Stoneman

- Welcome to Mary Ross-Cunningham, Lake County Board Member (District 9) and new Lake County Workforce Development Board Member

*Please join me in welcoming Lake County Government Vice-Chairwoman Mary Ross-Cunningham to the Lake County Workforce Development Board.*

*Vice Chairwoman Ross-Cunningham serves as the Lake County District 9 County Board Member, representing portions of Waukegan and North Chicago. Vice Chairwoman has been on the board since 2002. In addition to serving as the Board Vice Chair, she also serves as Chair of the Law & Judicial Committee and the Diversity & Inclusion Committee, as Vice-Chair of the Reapportionment Committee and as a member of the Health & Community Services, and Rules committees. In addition, she serves on the Lake County Community Health Center Governing Council. Vice Chair Ross-Cunningham's main priorities are jobs and affordable housing.*

**IV. Consent Agenda**

**Approve:**

- June 2021 Board Meeting Minutes

Attachment A

**Accept:**

- DOL Dislocated Worker Navigator Grant the amount of \$325,000
- DOL Emergency Assistance Grant in the amount of \$156,454.00

[Attachment B](#)

[Attachment C](#)

#### **Review:**

- Illinois Department of Commerce and Economic Opportunity Fiscal and Programmatic Monitoring: Corrective Action Plan Accepted
  - PY20 WIOA Youth Formula Grant Waiver and DCEO Approval
- Lake County Workforce Development Grant Reports
  - WIOA PY'19/20 Grant Expenditure Report
  - July 2021 Grant Expenditure Report

[Attachment D](#)

[Attachment E](#)

[Attachment F](#)

[Attachment G](#)

*Action: Member Maine motioned to approve the Consent Agenda. Member Warrington second the motion.*

*No discussions or corrections.*

*Roll call was taken*

*Motion carried.*

#### **V. New Business**

- Introduction to [New Ways to Work](#)  
Robert Sainz, President and Executive Director

[Attachment H](#)

*The Board will be consulting with New Ways to Work, a nonprofit focusing on advocacy and technical assistance for the improvement of workforce and education programs systems serving young adults, especially those from foster, probation and homeless systems.*

*New Ways to Work will work with us on how to better serve and increase Youth populations to increase young people's access to services to address the difficult problems of low-income residents, including the challenges of juvenile delinquency, youth and adult unemployment, and youth disconnected from education and work.*

#### **VI. Workforce Development Month**

*Chairwoman Stones welcomed the Board to Workforce Development Month! Workforce Development month was created in 2005 by the National Association of Workforce Development Professionals (NAWDP) to raise awareness about the importance of our industry to a growing national economy. Originally celebrated in May, NAWDP moved the designation to September in 2012. This year NAWD announced the U.S. Senate recently passed a resolution naming September 2021 Workforce Development Month.*

*In celebration of Workforce Development Month, we will recognize some of the hard work of our workforce development professionals.*

- Lake County Workforce Development Board's Marketing and Communications Plan  
George Dimotakis, Pat Davis Design Group, Inc.
  - New Website is Live - <https://www.lakecountyworkforce.org/>
  - Social Media Links:
    - a. LinkedIn: <https://www.linkedin.com/company/lakecountywdb/>

- b. Twitter: <https://twitter.com/lakecountywdb>
  - c. Facebook: <https://www.facebook.com/lakecountywdb>
  - o [Lake County Workforce Development Board Brand Manual](#)
- [NAWB recognizes Eva Locke, Job Center of Lake County, One Stop Operator](#)  
*Congratulations to Eva Locke, Job Center of Lake County One Stop Operator for being recognized as a Workforce Hero by NAWB. Congratulations Eva!!*
- [Workforce Development Success Newsletter Vol. 21 Ed. 2](#)  
*Ashanti Ross, Project Lead Planner with the Lake County Workforce Development gave an update of the most recent Success Newsletter.*
- [Summer Youth Employment Program Press Release](#)  
*Pamela Walker, Career Specialist, Project Lead Planner with Lake County Workforce Development gave an update on the Summer Youth Employment Program.*
- [Workforce Development Brief vol. 21 ed. 3](#)
- Equity Task Force
  - o Next Task Force Meeting: November 19, 2021 at 10am
  - o Inclusive Leadership Institute Final Session: October 28 and 29 at 8:30am
- Topic: Standing in Solidarity with Black Americans:  
 Disrupting Anti-Black Racism in the Workplace

*Member Roman shared an update of all the hard work of the Board's Equity Task Force.*

- Workforce Skills Gap and Opportunities Discussion  
*Facilitators: Chairwoman Stoneman and Vice Chairwoman Wimer*

## **VII. Upcoming Board Meeting**

- Workforce Development Board Meeting – November 18, 2021 at 8:00 AM

*The next Board meeting will be held via Zoom unless otherwise communicated.*

## **VIII. Adjournment**

*Member Wimer motioned to adjourn the meeting. Member Considine seconded the motion. Meeting adjourned at 9:19am*

## **BOARD AND COMMITTEE**

### **2022 SCHEDULE**

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#### **Workforce Development Board – 8:00 a.m.** **(Fourth Thursday)**

**February 24**  
**April 28**  
**June 23**  
**September 22**  
**November 17**

#### **Executive Committee – 8:15 a.m.** **(Second Wednesday)**

**January 12**  
**February 9**  
**March 9**  
**April 13**  
**May 11**  
**June 8**  
**July 13**  
**August 10**  
**September 14**  
**October 12**  
**November 9**  
**December 14**

#### **Operations Committee – 9:00 a.m.** **(Second Monday)**

**January 10**  
**March 14**  
**May 9**  
**August 8**  
**October 17**

#### **Employer Connections and Talent Pipeline Committee Joint Meetings – 9:00 a.m.** **(Third Tuesday)**

**January 18**  
**March 15**  
**May 18**  
**August 16**  
**October 18**

#### **Finance and Compliance Committee – 8:00 a.m.** **(Fourth Tuesday)**

**February 22**  
**April 26**  
**June 28**  
**September 27**  
**November 15**

**Lake County Workforce Development Board  
November 10, 2021**

**LWIA 1 - Required Job Center of Lake County MOU Revisions**

<b>REQUIRED REVISIONS TO THE MEMORANDUM OF UNDERSTANDING</b>			
<i>Page # of MOU</i>	<i>Citation of Required Content</i>	<i>Required Revisions</i>	<i>Workforce Board Response:</i>
<b>Required Revisions for the MOU that is effective through June 30, 2023:</b>			
Pgs. 1, Signature Pages	WIOA Sec. 121 (C)(1)) (Governor's Guidelines, Section 1, Item 8(b))	The LWIA's signature pages included a Local Workforce Innovation Board Chair: Karen Stoneman. However, this name was not included on the MOU. Please make the necessary corrections to remedy this discrepancy.	The following Board member Leadership was updated: Current Lake County Workforce Development Board Chair, Karen Stoneman has been added to the MOU Narrative.
Pgs. 1, Signature Pages	WIOA Sec. 121 (C)(1)) (Governor's Guidelines, Section 1, Item 8(b))	The LWIA's signature pages included Title II - Adult Education and Literacy service providers: Mundelein High School #120 and Township High School District 113. However, this program was not included on the MOU. Please make the necessary corrections to remedy this discrepancy.	The necessary corrections to remedy this discrepancy has been made by removing the signature pages as they all represent the Area Planning Council. The appropriate signature page was submitted.

Signature Pages	WIOA Sec. 121 (C)(1)) (Governor's Guidelines, Section 1, Item 8(b))	The signature for Job Corps appears to be electronic. If this signature or any other signature is electronic, please submit new, physical signatures.	Job Corp communicated that the corporate president signed each of the Illinois Workforce Center MOUs.
Pg. 2	WIOA Sec. 121(c)(2)(v)) (Governor's Guidelines, Section 1, Item 10) (§ 678.500(b)(5))	Please confirm the "purpose" of the MOU Section 2.	The following "purpose" was added to section 2: This umbrella Memorandum Of Understanding (MOU) describes the commitment of the Workforce Innovation & Opportunity Act (WIOA) Required Partners ("Partners") to provide integrated delivery of federally-funded workforce services in Local Workforce Innovation Area (LWIA) #1 at the comprehensive One-Stop Center ("Job Center of Lake County") identified in Section 6 of this MOU. This MOU defines the workforce services each Partner will provide in LWIA #1, the methods each Partner will use to provide these services, and the roles and responsibilities of all Partners related to service delivery.
Pg. 23, Budget Spreadsheet	WIOA Section 121(c)(2)(ii) § 678.755 and §678.760  Governor's Guidelines, Section 1, Item 1(c); Section 2	According to the Budget Spreadsheet submitted, the following program amounts must be updated: <ul style="list-style-type: none"> <li>Title IB: Total Cash = \$310,620.77; Variance: \$31,062.08; Total Cash plus Variance: \$341,682.85</li> <li>Perkins: Total Cash = \$4,050.16; Variance: \$405.02; Total Cash plus Variance: \$4,455.18</li> </ul>	Title I, Perkins and Title IV amounts on the Budget Spread sheet now reflect the following: <ul style="list-style-type: none"> <li>Title IB: Total Cash = \$310,620.77; Variance: \$31,062.08; Total Cash plus Variance: \$341,682.85</li> <li>Perkins: Total Cash = \$4,050.16; Variance: \$405.02; Total Cash plus Variance: \$4,455.18</li> </ul>



		<ul style="list-style-type: none"> <li>DHS-Title IV Voc. Rehab: Total Cash = \$7,498.37, Variance = \$749.83, Total Cash plus Variance = 8,248.20</li> </ul>	<ul style="list-style-type: none"> <li>DHS-Title IV Voc. Rehab: Total Cash = \$7,498.37, Variance = \$749.83, Total Cash plus Variance = 8,248.20</li> </ul>
Pg. 24	WIOA Section 121(c)(2)(ii) § 678.755 and §678.760 Governor's Guidelines, Section 1, Item 1(c); Section 2	The LWIA included a specific number of FTEs and costs (likely from the original 2020 MOU). These figures should be updated and/or the LWIA should include the new number of FTEs and costs to align with the PY 2021 budget.	The total number of FTEs has been updated to 22.15.
Pgs. 6 – 13, Budget Spreadsheet	WIOA Sec. 121 (c)(2)(i)) (Governor's Guidelines, Section 1, Items 8(e)-(g)) (§ 678.500(b)(1)	Section 7, pg. 10 (redlined version): TAA states that they will have 2 FTE while the Budget Spreadsheet only shows 1.0 dedicated FTE.	TAA states shows 1.0 dedicated FTE in the MOU narrative.
Budget Spreadsheet	WIOA Section 121(c)(2)(ii) § 678.755 and §678.760 Governor's Guidelines, Section 1, Item 1(c); Section 2	Tab D-Shared Costs-Center 1: Row 73 shows that the Title IB partner is paying the full costs of the one-stop operator. This should be reflected on Tab D.2-OSO Costs-Center 1 (i.e., manually adjust row 25 to show that Title I is covering 100% of the OSO costs).	Tab D.2 was updated to reflect that Title I is covering 100% of the One Stop Operator cost.
Budget Spreadsheet	WIOA Section 121(c)(2)(ii) § 678.755 and §678.760 Governor's Guidelines, Section 1, Item 1(c); Section 2	Tab D-Shared Costs-Center 1: Please include the Payee on Row 70, Column C, for Resource Room Materials and Staffing.	Title I is now reflected as the Payee for the Resource Room Materials and Staffing on Tab D.

Pgs. 25 - 26	WIOA Sec. 121 (c)(2)(v)) (Governor's Guidelines, Sections 5 & 6) (§ 678.500(b)(5)(6)	Please specifically identify the renewal process of the MOU that must occur once every three years.	<p>The below renewal narrative was added: Lake County Workforce Development Board will convene the partners to the MOU within ninety (90) days prior to the end of the MOU to review and negotiate where changes may be needed. As part of the ongoing continuous improvement, the partners will evaluate the effectiveness of the MOU provisions and operations and recommend any modifications necessary for renewal.</p> <p>If substantial changes occur before the MOU's three-year expiration date, these changes must be communicated to the WDB in writing, signed and dated. The WDB will notify all the partners to substantial changes and work within a 60-day timeframe to negotiate with all partners. The WDB will determine the need to convene all parties to the MOU to review proposed changes and negotiate revisions to the MOU. The MOU will be amended with agreement for partner agencies and executed by the authorized partner signatures. The full renewal process will take place every three years.</p>
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## Lake County Workforce Development Board November 18, 2021

### Board Recertification and New Board Members

#### Board Membership for October 2021

The Workforce Development Board has maintained a core group of business leaders and community leaders to carry-out its vision and mission. For membership terms starting October 1, 2021, there are:

- 9 Reappointments
- 6 Vacancies and Appointments

#### Board Member Reappointments

The following Workforce Development Board Members are reappointment and have all agreed to continue to serve for a 3-year term. Each member engaged in initiatives of the Workforce Development Board throughout this current term, including serving on Standing Committees.

#### Lake County Workforce Development Board Reappointments:

<u>Classification or Type</u>	<u>First Name</u>	<u>Last Name</u>	<u>Entity Representing</u>
Governmental and Economic and Community Development Representatives	Darryl	Rader	IDES - Division of Rehabilitation
Business Representative	Dennis	Kessler	Midwest Family Business Advisors
Workforce Representative	Emily	Garritty	ConnectVETS
Workforce Representative	Eugene	Roberson	First Corinthian Missionary Baptist Church
Governmental and Economic and Community Development Representative	Kevin	Considine	Lake County Partners
Business Representative	Kimberly	Wimer	Laser Precision, LLC
Workforce Representative	Kristi	Long	United Way of Lake County
Governmental and Economic and Community Development Representative	Laura	Crivlare	Illinois Department of Employment Security
Business Representative	Michael	Darling	Michael Darling Insurance Agency of Farmers Insurance

## Board Member Vacancies & Appointments

There are currently two vacant positions on the Workforce Board due to previous members change of position/responsibilities in their organizations. When a new member is appointed to replace a vacant position, the membership term is the duration of the previous member's term. The following individuals are being appointed to the Lake County Workforce Development Board and will serve out the duration of previous members.

### Lake County Workforce Development Board New Appointments:

<u>Classification or Type</u>	<u>LinkedIn Profile</u>	<u>CB Appointment-Reappointment Date</u>	<u>Term of Position Begins</u>	<u>Replacing</u>	<u>Entity Representing</u>	<u>First Name</u>	<u>Last Name</u>
Business Representative	<a href="#">Pete Govorchin   LinkedIn</a>	10/01/2021	9/30/2024	N/A	Cancer Treatment Centers of America	Pete	Govorchin
Education and Training	<a href="#">Dr. Michael Karner   LinkedIn</a>	10/01/2021	9/30/2024	Roycealee Wood	Regional office of Education	Mike	Karner
Business Representative	<a href="#">JULIE SAVITT   LinkedIn</a>	10/01/2021	9/30/2023	Ed Melton	AMS Elite Solutions, Inc.	Julie	Savitt
Business Representative	<a href="#">Troy McIntosh"   Search   LinkedIn</a>	10/01/2021	9/30/2024	N/A	IDEX	Troy	McIntosh
Business Representative	<a href="#">Dane Morgan   LinkedIn</a>	10/01/2021	9/30/2024	N/A	Gurnee Community Bank	Dane	Morgan
Workforce	<a href="#">Dr. Michele Vaughn   LinkedIn</a>	10/01/2021	9/30/2024	N/A	Teen & Single Mother Resource Center, Inc.	Dr. Michele	Vaughn



**Karen Stoneman**  
*Board Chair*  
Sysmex America, Inc.

**Kimberly Wimer**  
*Board Vice Chair*  
Laser Precision, LLC

**Kevin Considine**  
Lake County Partners

**Dennis Kessler**  
Midwest Family Business Advisors

**Robyn Safron**  
HydraForce, Inc.

**Laura Crivlare**  
Illinois Department of Employment  
Security

**Noelle Kischer-Lepper**  
City of Waukegan, Office of the Mayor

**Dr. Arlene Santos-George**  
Lake County Area Planning Council

**Michael Darling**  
Farmers Insurance

**Kristi Long**  
United Way of Lake County

**Julie Savitt**  
AMS Elite Solutions, Inc.

**Timothy Dempsey**  
The Dempsey Financial Group

**Ann Maine**  
Lake County Board

**Carla Schroeder**  
Consumers Credit Union

**Carrie Espinosa**  
Horizon Benefit Services

**Troy McIntosh**  
IDEX Corporation

**Jennifer Serino**  
Lake County Workforce Development  
Department

**Josh Fischer**  
Fischer Paper Products

**Dane Morgan**  
Gurnee Community Bank

**Steve Smart**  
IBEW Local Union 150

**Emily Garrity**  
ConnectVETS

**Kathy Nellis**  
Tawkify

**Patrick Statter**  
Northeastern Illinois Federation of  
Labor, AFL-CIO

**Pete Govorchin**  
Cancer Treatment Centers of America

**Pastor Eugene Roberson**  
First Corinthian Missionary Baptist  
Church

**Lori Suddick, Ed.D.**  
College of Lake County

**Christine Hammerlund**  
Assured Healthcare

**Dr. Carlotta Roman**  
Center for Automotive Diversity,  
Inclusion and Advancement

**Dr. Michele Vaughn**  
Teen & Single Mother Resource  
Center, Inc.

**Jennifer Harris**  
CR Search, Inc.

**Mary Ross-Cunningham**  
Lake County Board

**Dr. Andrew Warrington**  
United Conveyor Corp.

**Dr. Michael Karner**  
Lake County Regional Office of  
Education

**Darryl Rader**  
IDHS-Div. of Rehabilitation

**Lake County Workforce Development Board**  
**Grant Expenditure Report September 30, 2021**

**Workforce Development Grant Expenditure Report - Year End**

**Workforce Innovation and Opportunity Act Grant**

<b>Youth - Adult - Dislocated Worker</b>	<b>Cost Category</b>	<b>Allocation</b>	<b>Certified Costs</b>	<b>Obligations*</b>	<b>Percentage</b>
<b>PY'21 Grant (July 2021 - June 2023)</b>	Administration	507,052	2,906		0.6%
	Youth	1,518,901	98,804	522,096	40.9%
	Adult	1,435,907	154,859	175,203	23.0%
	Dislocated Worker	1,608,678	183,010	188,364	23.1%
	<b>Total</b>	<b>5,070,538</b>	<b>439,580</b>	<b>885,663</b>	<b>26.1%</b>

<b>WIOA Compliance</b>		
	<b>Goal</b>	<b>%Budget</b>
YOS	75%	7%
W/E	20%	2%
Training	50%	11%
Cost/Ob	80%	26.1%

**Workforce Innovation and Opportunity Act Grant**

<b>Youth - Adult - Dislocated Worker</b>	<b>Cost Category</b>	<b>Allocation</b>	<b>Certified Costs</b>	<b>Obligations*</b>	<b>Percentage</b>
<b>PY'20 Grant (July 2020 - June 2022)</b>	Administration	676,363	576,574		85.2%
	Youth	1,886,737	1,271,226	131,253	74.3%
	Adult	1,783,624	1,653,527	23,426	94.0%
	Dislocated Worker	2,416,917	1,992,250	115,560	87.2%
	<b>Total</b>	<b>6,763,641</b>	<b>5,493,577</b>	<b>270,239</b>	<b>85.2%</b>

<b>WIOA Compliance</b>		
	<b>Goal</b>	<b>%Budget</b>
YOS	50%	58%
W/E	20%	26%
Training	50%	55%
Cost/Ob	100%	85.2%

**WIOA Opioid Grant - Dislocated Worker Training Grant**

<b>(October 2019 - June 2022)</b>	<b>Cost Category</b>	<b>Budget</b>	<b>Certified Costs</b>	<b>Obligations*</b>	<b>Percentage</b>
	<b>Total Budget</b>	<b>211,532</b>	<b>177,153</b>		<b>83.7%</b>

**Trade Act Grant (TAA)**

<b>(October 2020 - September 2021)</b>	<b>Cost Category</b>	<b>Budget</b>	<b>Certified Costs</b>	<b>Obligations*</b>	<b>Percentage</b>
	<b>Total Budget</b>	<b>167,769</b>	<b>119,951</b>		<b>71.5%</b>

**WIOA Disaster Employment Relief Grant - Contact Tracers**

<b>(June 2020 - March 2022)</b>	<b>Cost Category</b>	<b>Budget</b>	<b>Certified Costs</b>	<b>Obligations*</b>	<b>Percentage</b>
	<b>Total Budget</b>	<b>1,223,650</b>	<b>869,221</b>		<b>71.0%</b>

**WIOA Employment Recovery Grant - Dislocated Worker Training Grant**

<b>(June 2020 - March 2022)</b>	<b>Cost Category</b>	<b>Budget</b>	<b>Certified Costs</b>	<b>Obligations*</b>	<b>Percentage</b>
	<b>Total Budget</b>	<b>298,011</b>	<b>240,098</b>		<b>80.6%</b>

**WIOA Regional Team Training and Professional Development Grant**

<b>(June 2020 - March 2022)</b>	<b>Cost Category</b>	<b>Budget</b>	<b>Certified Costs</b>	<b>Obligations*</b>	<b>Percentage</b>
	<b>Total Budget</b>	<b>166,005</b>	<b>118,184</b>		<b>71.2%</b>

**Tollway ConstructionWorks Grant**

<b>(September 2018 - August 2021)</b>	<b>Cost Category</b>	<b>Budget</b>	<b>Certified Costs</b>	<b>Obligations*</b>	<b>Percentage</b>
	<b>Total Budget</b>	<b>63,739</b>	<b>34,138</b>		<b>53.6%</b>

**College of Lake County Transform Lake County Grant**

<b>(September 2018 - December 2021)</b>	<b>Cost Category</b>	<b>Budget</b>	<b>Certified Costs</b>	<b>Obligations*</b>	<b>Percentage</b>
	<b>Total Budget</b>	<b>37,564</b>	<b>11,436</b>		<b>30.4%</b>

**WIOA Dislocated Worker Project Navigator and Supportive Services**

<b>(June 2021 - October 2022)</b>	<b>Cost Category</b>	<b>Budget</b>	<b>Certified Costs</b>	<b>Obligations*</b>	<b>Percentage</b>
	<b>Total Budget</b>	<b>325,000</b>	<b>-</b>		<b>0.0%</b>

**WIOA Dislocated Worker Incumbent Worker Industrial Manufacturing Technician Grant**

<b>(June 2021 - October 2022)</b>	<b>Cost Category</b>	<b>Budget</b>	<b>Certified Costs</b>	<b>Obligations*</b>	<b>Percentage</b>
	<b>Total Budget</b>	<b>156,454</b>	<b>-</b>		<b>0.0%</b>

Certified costs for September 2021 reported on Oct 20, 2021. Obligations reported quarterly.

Lake County Workforce Development Board  
Finance and Compliance Committee  
Expenditure Oversight Annual Report

Attachment F

Q4 PY20  
July 1, 2020 - June 30, 2021  
Reported September 2021

WE Program		
Expended Amt	Contractual Amt	Employer
		SALEM STAFFING
754,803	981,750	LCWD - CONTACT TRACERS
82,093	111,447	COMMUNITY WORKS
56,694	98,878	NICASA
38,364	48,440	UNITED WAY
23,091	34,596	TOP TECH HEATING
759	31,212	CHOCOLATE COOKIE ASSN
21,084	26,843	WAUKEGAN 2 COLLEGE
23,331	23,460	CB MILLS
22,533	22,950	ADAM AUTOMOTIVE
11,400	21,608	UMMA CENTER
7,160	19,924	WAUKEGAN HOUSING
18,070	19,584	CONSUMERS CREDIT UNION
7,276	19,520	LCWD
18,497	18,697	FIRST INSTITUTE
706	15,300	MAINSTAY CLINIC
7,348	15,300	STRANG AUTOMOTIVE
8,023	15,300	WAUKEGAN TIRE
6,915	10,770	PADS LAKE COUNTY
213,776	305,750	LCWD - OTHER
139,763	159,500	IT EXPERTS
24,320	78,000	SAI INFUSION TECHNOLOGY
14,573	60,000	WAUKEGAN TOWNSHIP
26,520	33,000	THERMOHELP
18,750	18,750	BLACK CHAMBER OF COMMERCE
3,942	18,000	GIO NAILS
6,390	18,000	ELENI'S COOKIE COMPANY
5,866	12,600	YOUTH CONSERVATION CORP
1,544	16,000	DR. IRINA HARAG

OJT Program		
Expended Amt	Contractual Amt	Employer
72,227	86,990	IT EXPERT
26,016	33,750	BLACK CHAMBER OF COMMERCE
21,608	30,850	ELENI'S COOKIE COMPANY
25,240	25,240	SWAGGER FOODS
13,500	18,750	CB MILLS - CHICAGO BOILER
18,030	18,030	STEPPING STONES NETWORK
7,271	16,230	YWCA
5,976	12,830	WAUKEGAN HOUSING AUTHORITY
9,218	12,750	COLBORNE FOODBOTICS
5,022	10,125	SAI INFUSION
9,750	9,750	HORIZON BENEFIT SERVICES
8,604	9,000	SUPERIOR MEDICAL SOLUTIONS

IWT Program		
Expended Amt	Contractual Amt	Employer
43,405	43,405	PEER CHAIN
-	31,400	VANTAGE SPECIALTY
-	15,600	MACLEAN FOGG
-	12,705	ADVANCED PROTOTYPE
6,100	12,670	STEPPING STONES
-	11,775	BURGESS
-	9,359	RF TECHNOLOGY
3,990	3,990	HYDRAFORCE
-	2,475	PROGRESSIVE COMPONENTS

WIOA Youth Program		
Expended Amt	Contractual Amt	Contractor
62,945	100,000	EMPLOYEE CONNECTIONS
131,722	144,590	COMMUNITY WORKS
95,309	100,000	FIRST INSTITUTE
62,326	86,528	NCCHS
46,128	49,118	YCC

Individual Training Account		
Expended Amt	Contractual Amt	Training Provider
248485	252630	160 DRIVING ACADEMY
36508	42000	ABLE CAREER INSTITUTE
4995	4995	ALAMO TRUCK DRIVING SCHOOL
14926	14926	AMBRIA COLLEGE OF NURSING
18120	18120	AMERICARE TECHNICAL SCHOOL
20000	20000	AQUARIUS INSTITUTE
5000	5000	B & DA INC
5000	5000	BULLDOG DRIVING SCHOOL
63000	63000	CHICAGO PROFESSIONAL CENTER
97922	132593	COLLEGE OF LAKE COUNTY
9675	10050	COLUMBIA COLLEGE - Crystal Lake
33325	33325	COMNET
83023	83023	COMPUTER TRAINING SOURCE
4785	10535	DEPAUL UNIVERSITY
7000	7000	DIRECTIONS TRAINING CENTER
4500	4500	EAGLE TRAINING SERVICES INC
18235	32510	FIRST INSTITUTE
100	871	FOLLETT HARPER COLLEGE BOOK STORI
22500	22500	GREAT PARAGON HEALTH SERVICES, INC
4252	15403	HARPER COLLEGE
7000	7000	ILLINOIS INSTITUTE OF TECHNOLOGY
13437	13437	INTERNATIONAL CAREER SCHOOL
98000	98000	IT EXPERT SYSTEM, INC
237800	272298	KOTRA TRUCK DRIVING SCHOOL
1595	1735	LEGACY INSPECTION TRAINING
150198	150198	MANAGEMENT & INFORMATION TECHNOL
4000	4000	MEDCERTS LLC
5000	5000	MEXICO JUAREZ DRIVING SCHOOL
11160	19840	MICHIGAN STATE UNIVERSITY
295269	302248	MICROTRAIN TECHNOLOGIES
84000	84000	MILDUN TRAINING CNTR
109543.35	126173	NORTH SHORE COLLEGE
6340	6340	NORTH SHORE DENTAL ASSISTING ACAD
2498.75	2591.3	OAKTON COMMUNITY COLLEGE
7240	7240	PURDUE ONLINE
366	366	RASMUSSEN COLLEGE - ROCKFORD
0	5000	STAR TRUCK DRIVING SCHOOL
92957	92956.57	STATE CAREER COLLEGE
69650	69650	SYMBOL JOB TRAINING INC
3151	3151	TUKIENDORF TRAINING INSTITUTE
13994.33	14539.33	UW PARKSIDE

**July 2021- June 2022**  
**Quarterly Benchmarks**

**Cummulative July 2021 - November 2021 (preliminary)**

	Plan	Sept 2021		Oct 2021		Nov 2021		21-Dec
		Actual	Actual %	Actual	Actual %	Actual	Actual %	Benchmark
<b>Career Pathways Program</b>	<b>60</b>	<b>60%</b>						75%
First Institute	15	0	0%	0	0%	2	13%	
Community Works	15	6	40%	11	73%	11	73%	
Employee Connections	15	2	13%	6	40%	10	67%	
North Chicago High School	15	0	0%	16	107%	16	107%	
<b>Career Crossroads</b>	<b>55</b>	<b>50%</b>						100%
Grayslake Central HS	10	0	0%	0	0%	0	0%	
Grayslake North HS	15	0	0%	0	0%	0	0%	
Grant Community HS	10	0	0%	0	0%	0	0%	
North Chicago HS	10	0	0%	0	0%	0	0%	
Round Lake Area HS	10	0	0%	0	0%	0	0%	
<b>Occupational Training – ITAs</b>		<b>25%</b>						50%
Workforce Development	<b>40</b>	24	60%	31	78%	31	78%	
<b>Work-Based Training</b>		<b>20%</b>						100%
Workforce Development	<b>15</b>	9	60%	10	67%	12	80%	
<b>Program Elements</b>		<b>10%</b>						50%
Stipends/Support Services	<b>40</b>	0	0%	0	0%	0	0%	



July 2021- June 2022 Quarterly Benchmarks Cummulative July 2021 - October 2021 (preliminary)					
	Budget	Sept 2021	Oct 2021		21-Dec
<b><u>Total Funds Available</u></b>	<b><u>\$2,283,927</u></b>				
WIOA PY21 Grant Funds	\$1,518,900				
WIOA PY20 Grant Funds	\$765,027	<b>Final #'s</b>	<b>Benchmarks</b>	<b>Preliminary</b>	<b>Benchmark</b>
			<b>Actual %</b>		
<b>WDD Personnel &amp; Operations</b>	<b><u>\$1,061,272</u></b>		<b>20%</b>		50%
Expenditures		\$183,485	17%	\$252,400	24%
<b>Intermediary Consultant</b>	<b><u>\$50,000</u></b>		<b>0%</b>		75%
New Ways to Work		\$	-		
<b>Career Pathways Program</b>	<b><u>\$386,528</u></b>		<b>10%</b>		40%
First Institute	\$100,000	\$3,843	4%	\$3,843	4%
Community Works	\$100,000	\$17,064	17%	\$17,064	17%
Employee Connections	\$100,000	\$9,702	10%	\$24,742	25%
North Chicago High School	\$86,528	\$2,325	3%	\$3,738	4%
<b>Career Crossroads</b>	<b><u>\$152,000</u></b>		<b>0%</b>		0%
Grayslake Central HS	\$18,000	\$0		\$0	
Grayslake North HS	\$18,000	\$0		\$0	
Grant Community HS	\$15,000	\$0		\$0	
North Chicago HS	\$15,000	\$0		\$0	
Round Lake Area HS	\$40,000	\$0		\$0	
	Unobligated	\$46,000			
<b>Occupational Training – ITAs</b>	<b><u>\$150,000</u></b>		<b>25%</b>		50%
Expenditures & Obligations		\$85,966	57%	\$ 104,066	69%
<b>Work-based Training – wages</b>	<b><u>\$200,000</u></b>		<b>20%</b>		70%
Expenditures & Obligations		\$198,361	99%	\$ 248,927	124%
<b>Program Elements</b>	<b><u>\$80,000</u></b>		<b>5%</b>		25%
Job Readiness Stipends		\$0		\$ 50.00	
Supportive Services					
Outsourced services - MOUs					
<b><u>Planned Expenditures/Obligations</u></b>	<b><u>\$2,079,800</u></b>	<b><u>\$500,745</u></b>		<b><u>\$654,830</u></b>	
		24%		31%	



## PY'20 WIOA Youth Formula Grant Waiver Request

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Lake County Workforce Development Board is submitting this PY'20 WIOA Youth Formula grant waiver for WIOA Grant 20-681001 Youth funding. This waiver is being requested against the requirement to obligate eighty percent of WIOA Title IB Youth Formula grants in PY'20 as outlined in the DCEO WIOA Notice No. 19-NOT-05, Section IV. Obligation Requirement Waiver.

### **Lake County Workforce Development Board PY'20 WIOA Formula Grant Stream impacted**

Lake County Workforce Development Board is submitting a waiver request for the PY'20 WIOA Title IB Youth formula grant.

### **Lake County Workforce Development Board PY'20 WIOA Formula Grant Youth Expenditures and Obligations**

Lake County Workforce Development Board's PY'20 WIOA Title IB Youth formula grant budget is \$1,886,737 and has projected \$1,209,317 in expenditures and obligations, equating to **64%** and not meeting the required 80% threshold.

### **Lake County Workforce Development Board documented reasons PY'20 WIOA Formula Grant Youth expenditures/obligations are less than 80%**

Lake County Workforce Development Board has provided oversight and guidance on the youth service program and financial performance. The Workforce Board has taken into consideration multiple aspect over the past fifteen months that have impacted the network of workforce development youth programs from being able to expedite services to targeted WIOA-eligible youth populations and expend/obligate 80% of the PY'20 WIOA Title IB Youth Formula grant.

Lake County Workforce Development received a 47.6% increase in the PY'20 Youth Formula grant – an additional \$608,320 from the previous year. The Workforce Board responded to this increase by engaging with additional youth serving organizations and six area high schools to recruit additional youth and deliver programs to WIOA eligible Out of School and In School Youth including graduating seniors with an IEP. The plan to enroll and deliver services beginning in the first quarter of the program year was delayed due to remote work, high schools remaining remote, and industries not opening doors to work-experiences. The planning and program delivery lagged into the second and third quarters of the program year – continuing to impact program and financial performance. Because of the delays, the enrollments and planned expenditures/obligations came in at a much lower percentage.

The Workforce Board notes in the fourth quarter of PY'20 enrollments and obligations report an increase with an additional 52 youth enrolled in programs and activities and an additional \$276,582 in funding obligations.



Fourth quarter WIOA Youth activities (April 2021 – June 2021)

- # youth enrolled in occupational training through an ITA- 15
- # youth enrolled in a paid work-experience – 13
- # youth enrolled in Career Crossroads Program and subrecipient Career Pathway Programs: 24
- WIOA Youth Funding Obligations written for ITAs: \$96,061.00
- WIOA Youth Funding Obligations written for Work Experience Agreements: \$180,521.00

### **Lake County Workforce Development Board plan to provide immediate services to youth**

The Workforce Development Board has funded the development and launching of multiple programs and points of entrance for youth and will continue with programs and identifying eligible youth and work-experience opportunities where there have been successes. Workforce Development will continue to work with and fund subrecipients providing Comprehensive Career Pathway and Career Crossroads programs and Workforce Development will expand outreach and recruitment strategies in the Job Center.

- Comprehensive Career Pathway Program model was rolled out in July 2020 as a new program model and subrecipients were awarded funds through an RFP. Comprehensive Career Pathway Programs recruit and enroll youth in a series of career awareness, job readiness, essential skills training and digital literacy activities. The youth work as a cohort and earn incentives as they successfully complete program components and add to their skills portfolio. Youth who successfully complete this phase transition into post-secondary education and/or paid work-experience or full-time employment.
- The Career Crossroads Programs was developed in direct response to Lake County receiving the increase in WIOA PY'20 Title IB Youth funds and leveraging existing relationships with area high schools. Career Crossroads enrolls high school seniors with an IEP in a series of career awareness, job readiness and essential skills training delivered jointly by high school faculty and a team from Workforce Development. The goal of the program is to assist students on their career pathway including transition to employment or post-secondary education upon graduation. Workforce Development works with high schools in high poverty areas in the county.
- Workforce Development will serve a greater number of youths through the Job Center – recruiting and enrolling WIOA eligible youth prepared to pursue occupational training through an Individual Training Account (ITA) funded training program.
- Workforce Development hired a business service specialist to work directly with youth and businesses and employers interested in setting up work-experiences and hiring youth. Workforce Development will engage with businesses, employers and youth serving programs to target and increase the number of work-experience opportunities available and set up paid work-experience training programs.
- Workforce Development has recognized the need to improve upon the delivery of various program elements by subject matter experts and is funding community and subject matter experts to deliver both virtual and in person services including: leadership training, entrepreneurial training, college readiness, financial literacy and mentoring.



- Workforce Development Board is hiring a consultant to complete an assessment of youth services and programs including interviewing stakeholders and participants. It is the intent to complete an assessment, identify how best to align services and programs, and make recommendations on how best to address recruitment and service gaps; and focusing on key sectors of the population including youth aging out of foster care, youth with a disability, youth tied to the justice system – on probation, and homeless youth.

#### Lake County Workforce Development Board WIOA Youth budget and participant plan

Youth Plan	July 2021- June 2022	Quarterly Benchmarks			
<b>Total Funds Available</b>	<b>\$2,283,927</b>				
WIOA PY21 Grant Funds	\$1,518,900				
WIOA PY20 Grant Funds	\$765,027				
<b>Youth Program Administration</b>		Sep-21	Dec-21	Mar-22	Jun-22
WDD Personnel & Operations – including a team of contingent workers	\$1,033,878	20%	50%	75%	100%
Intermediary – Professional Services agreement with a consultant	\$50,000		75%	100%	
<b>Youth Service Delivery Strategies</b>					
Career Pathways Program	\$386,528	10%	40%	75%	100%
4 subrecipients	4	100%			
Enrollments	60	60%	75%	100%	
Career Crossroads – High Schools, staffing and youth cash incentives	\$152,000	0%	0%	25%	100%
High Schools	6	100%			
Enrollments	70	50%	100%		
Occupational Training – ITAs	\$150,000	25%	50%	85%	100%
	40	25%	50%	85%	100%
Work-based Training – wages	\$200,000	20%	70%	100%	
	15	60%	100%		
Program Elements	\$80,000	5%	25%	75%	100%
Job Readiness Stipends/Support Services	40	10%	50%	75%	100%
Outsourced services MOUs	4		100%		
Planned Expenditures/Obligations	\$2,052,406				
>/= 80% for compliance	84.76%				