



**Operations Committee  
Minutes**

**Monday, May 10, 2021 at 9:00 AM**

**Zoom Meeting URL:**

<https://zoom.us/j/92864580595?pwd=L1FraVhKQ0FnWlZQeUNTZjVOOWU4QT09>

Present: *Liz Gelacio, Eva Locke, Reni Mitkova, Arlene Santos-George, Jennifer Serino, Jennifer Yohan, Edit Salinas, Heidi Semenek, Darryl Rader, Tameka Wilson, Charles Ivy, Hector Sanchez, Brittany Davis, Darryl Rader, Jennifer Yohan*

Absent: *Chair Laura Crivlare, Carlotta Roman*

**I. Call to Order** ..... Member Jennifer Serino

*Call to order at 9:04am.  
A Roll Call vote was taken.  
A quorum was verified.*

**II. Public Comment**

*No public comment.*

**III. Chairwoman’s Report** .....Member Serino

- 2021 WIOA Summit

*Thank you to all who attended the WIOA Summit with our partners. The two-day workshops were very good: Snap to Success and IT Careers. A link with the recording of all the Summit workshops will be sent to you shortly.*

*The annual DCEO review will begin June 1<sup>st</sup>. The desk review will take place virtually. A few areas that will be reviewed are MOUs, cost sharing, and Job Center certification. The documents will be uploaded and sent to DCEO as requested.*

**IV. Consent Agenda Items**

**Approve:**

- April 2021 Operations Committee Meeting Minutes [Attachment A](#)

*Action: Member Santos-George motioned to approve the Consent agenda. Member Mitkova seconded the motion.*

*No discussions or corrections.*

*A roll call vote was taken. The motion carried.*

## **V. Old Business**

- **Action Item**

[Link 1](#) / [Link 2](#)

- Approve the Job Center of Lake County Memorandum of Understanding (MOU) PY21 and Budget

*WIOA PY21 grant funding will begin July 1<sup>st</sup>. There will be a 30% decrease or \$1.5 million in WIOA funds Based on the Title 1 Notice of Funding of \$5,000,000. There was a 40% increase in funds received for PY20. The Job Center is hoping to serve more people than the previous year.*

*Action: A motion was made by Member Davis and seconded by Member Wilson to approve the Job Center of Lake County Memorandum of Understanding (MOU) PY21 and Budget.*

*No discussions or corrections*

*A roll call vote was taken. Motion carried.*

## **VI. Updates and Information**

- Job Center of Lake County Quarterly Report: January 2021 to March 2021 [Attachment B](#)
- Job Center Cross Training – May 2021 [Attachment C](#)
- Job Center of Lake County Partner Integration
- Local and Regional Strategies
  - Regional One-Stop Operator Collaboration Update
- *Quarterly report January to March 2021. The Job Center has 4 goals.*
  - 1. Communication to the customer is timely and consistent.*
  - 2. Timely Coordination for customers. The website is launching in July. Partner agencies will have a designee to handle referrals.*
  - 3. Consortium with a Spotlight organization featured. The first event is for DHS.*
  - 4. Services delivered by functions. For example, a Disability Job Fair.*
- *Cross-training event on May 14, 2021 and with breakout rooms.*
- *DHS – “Get Empowered and Get help”, by invitation only. There will be two workshop times on May 27<sup>th</sup>.*
- *Regional One-stop recruitment and enrollment of Job Seekers training scheduled for April and May.*
- *Developing reporting process for tracking customer’s and services.*

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

1. Workforce Development Board Meeting – June 24, 2021 at 8:00AM
2. Operations Committee Meeting – August 9, 2021 at 9:00AM

*Next Board meeting agenda will include MOUs for approval. The Business Services Team will present on Grant Budget.*

*At the next Operations Committee meeting, Member Santos-George will give an update on the Perkins Grant. CLC is submitting their application for the grant by May 14, 2021, for \$500,000.*

## **VIII. Adjournment**

*Action: Member Yonan motioned to adjourn the meeting. Member Semenek seconded the motion.*

*Meeting adjourned at 9:31am.*