



**Finance and Compliance Committee Meeting**  
**Tuesday, February 22, 2022 at 8:00 AM**  
**Minutes**

**Zoom Meeting URL:**

<https://us06web.zoom.us/j/89768794501?pwd=U0Z4OVpUMUpSRIRWSTR0R0Y3eXNMdz09>

*Present: Andrew Warrington, Tim Dempsey, Kathy Nellis, Michael Darling, Jennifer Serino*

*Absent: Kim Wimer*

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

*The meeting was called to order at 8:02 a.m.  
A roll call was taken.  
A quorum was present.*

**II. Public Comment**

*No public comment.*

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

*Nothing to Report.*

**IV. Consent Agenda**

**Approve**

- Finance and Compliance Committee Meeting Minutes from November 2021. [Attachment A](#)

**Accept**

- The Illinois Department of Commerce and Economic Opportunity (DCEO) Comprehensive and Accessible Reemployment through Equitable Employment Recovery (CAREER) Dislocated Worker Grant in the amount of \$528,500. [Attachment B](#)
- The Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment Assistance (TAA) grant in the amount of \$32,907.24 [Attachment C](#)

*Action: Member Dempsey motioned to approve the Consent agenda. The motion was seconded by Member Serino.*

*No discussions or corrections.*

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

## V. Compliance

- Lake County Workforce Development Peer to Peer Review Program  
Presenter: Daisy Arizmendi, Career Specialist,  
Lake County Workforce Development

*Daisy Arizmendi, Career Specialist with Lake County Workforce Development introduced Peer-to-Peer review components. A few goals are for program education sharing among team members, better transfer of activities with customers, develop continuous improvement guidelines and implement best practices for WIOA files and lines of service.*

*Peer review will occur semi-annually on the 1<sup>st</sup> day of the month. Peers will rotate semi- annually. The Adult and Youth programs will each review two files. Annual DCEO Technical Assistance training will occur yearly. Any findings will be reported to the Career Specialist Leads for each program.*

*The Peer-to-Peer outcome successes would be no findings or limited findings which can be addressed prior to the information being identified by the State Monitors. The Career Specialists are doing an exceptional job already but there is always room for continuous improvement.*

- PY20 WIOA Youth Formula Grant Plan Report [Attachment D](#)

*The Youth Program Administration expenditure rate has been slow to obligate. Expenditures are projected to increase in the next 4 months beginning with the New Ways to Work contract.*

*The Career Crossroads Program has 5 of 6 high schools participating in the Youth Summer Employment Program. The high schools participating are Grant, Round Lake, Grayslake, and North Chicago. Each high school will need to sign a MOU. Youth enrollment numbers are trending low. Youth Job Readiness stipends and supportive services are anticipated in the next 60 days.*

## VI. Finance

- Lake County Workforce Development Grant Reports
  - Grant Expenditure Report
  - PY21 Workforce Program Funding
  - PY 21 Contract Report

[Attachment E](#)  
[Attachment F](#)  
[Attachment G](#)

*The WIOA Grant Expenditure compliance goals for PY21 are on target to meet the Compliance goals and obligation of funds. There was notification of additional funds for adults.*

## VII. Upcoming Board & Committee Meetings

- Finance and Compliance Committee Meeting – Tuesday, April 28, 2022 at 8:00 AM
- Workforce Development Board Meeting – Thursday, April 26, 2022 at 8:00 AM

*Both meetings are planned to be held in person a location to be determined.*

## VIII. Adjournment

*Member Dempsey motioned to adjourn the meeting. Member Nellis seconded the motion.*

*Meeting was adjourned at 8:46a.m.*