



**Executive Committee Meeting  
Minutes**

**Wednesday, January 12, 2022, at 8:15 AM**

**Zoom Meeting URL:**

<https://us06web.zoom.us/j/86947643608?pwd=cUEzQVpHVETaY1ZnbjVUZjdEQWxqdz09>

**Present:** Karen Stoneman, Ann Maine, Dennis Kessler, Jennifer Serino, Andrew Warrington, Kim Wimer, Laura Crivlare, Tim Dempsey, Carlotta Roman

**Absent:** Jennifer Harris, Lori Suddick, Robyn Safron

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

*Meeting called to order at 8:17am.  
Roll call taken.  
A quorum was verified.*

**II. Public Comment**

*No comments.*

**III. Chairwoman’s Report** ..... Karen Stoneman

*Happy New Year! Thank you to all who participated in the Workforce Development Board orientation. It’s been 2 years since the committee met Live and in-person. What are your thoughts for moving the January and February meetings back to remote? Everyone agreed to continue to meet remote.*

**IV. Consent Agenda**

**Approve:**

- November 2021 Executive Committee Meeting Minutes [Attachment A](#)
- Board Service Policy 15 - Support Services Modifications [Attachment B](#)

**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 C](#)
- The Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment Assistance (TAA) grant in the amount of \$32,907.24 [Attachment D](#)

*Action: Member Maine motioned to approve the Consent Agenda. Member Kessler seconded the motion.*

*No discussion of corrections.*

*Roll call taken.*

*Motion carried.*

## **V. Action Items**

1. Approve Vantage Specialty Chemical Incumbent Worker Training Budget of \$43,800.00 [Attachment E](#)

Presenter: Jeffery Hubert  
Business Services Account Executive  
Lake County Workforce Development

*Incumbent workers are paid for on-the-job training. Vantage Specialty Chemical training will instruct incumbent workers for improved processes and better efficiency. Phase I started in February 2021. Phase II began January 2022. A total of 55 incumbent workers will have trained.*

*Action: Member Warrington motioned to approve the Vantage Specialty Chemical Incumbent Worker Training Budget of \$43,800.00. Member Crivlare seconded the motion.*

*No discussion or corrections.*

*A roll call vote was taken.*

*Motion carried.*

2. Approve Contract Modification No. 1, Agreement 20156, WFDB Strategic Marketing & Communications Plan with budget of \$48,000.00 [Attachment F](#)

*Action: Member Dempsey motioned to approve the Contract Modification No. 1, Agreement 20156, WFDB Strategic Marketing & Communications Plan with a budget of \$48,000.00. Member Warrington seconded the motion.*

*Member Serino Reviewed the scope of work produced by Pat Davis Agency i.e. logo, letterhead, presentations template for the Board. Great job on the work from Pat Davis completed! Going forward the Pat Davis Agency will continue to create News Releases and other PR items for WD.*

*A roll call vote was taken.*

*Motion carried.*

3. Approve [Prosperity Agenda's](#) Family Centered Coaching Adoption Agreement with a budget of \$29,375.00 [Attachment G](#)

*Action: Member Maine motioned to approve the Prosperity Agenda's Family Centered Coaching Adoption Agreement with a budget of \$29,375.00. Member Dempsey seconded the motion.*

*No discussions or corrections.*

*A roll call vote was taken.*

*Motion carried.*

## **VI. Updates and Information**

### **1. Lake County Workforce Development Board Member Engagement Program**

*Workforce Development is working on a calendar with time slots for board members to engage directly with Job Center staff and customers, workshops, and events.*

### **2. One Stop Operator for Illinois Local Workforce Development Area 1 Request for Proposal**

*The RFP will be going out for bids by the end of the month for a new 4-year contract.*

### **3. New Ways to Work**

*Putting together a New Ways to Work Youth Taskforce. A taskforce report on activities is due February 1<sup>st</sup> for review.*

### **4. Local Workforce Innovation Area 1 Regional and Local Plan Modifications**

- Regional and Local Planning Guide: Click [HERE](#)
- LWIA 1 Local Plan and Regional Plan: Click [HERE](#)

*The Local Workforce Plan modifications are due to the State by March 31<sup>st</sup>. A small team of WFD staff will be put together the changes for review by the committee.*

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

1. Executive Committee Meeting – Wednesday, February 9, 2022, at 8:15 AM
2. Workforce Development Board Meeting – Thursday, February 24, 2022, at 8:00 AM

## **VIII. Adjournment**

*Member Kessler motioned to adjourn the meeting.*

*Member Maine seconded the motion.*

*Meeting adjourned at 8:52am.*