



**Executive Committee Meeting
Minutes**

Wednesday, March 9, 2022, at 8:15 AM

Zoom Meeting URL:

<https://us06web.zoom.us/j/81679317861?pwd=OCt0c0NtcWx3Yk9TWElhoRjBVWVWlpZz09>

Present: Karen Stoneman, Anne Maine, Dennis Kessler, Jennifer Harris, Kim Wimer, Jennifer Serino, Laura Crivlare, Dr. Lori Suddick, Tim Dempsey, Carlotta Roman

Absent: Andrew Warrington

I. Call to Order Karen Stoneman, Committee Chairwoman

*Meeting called to order at 8:15am.
A roll call was done for a quorum.
Verified there is a quorum.*

II. Public Comment

No public comment.

III. Chairwoman’s Report Karen Stoneman

1. Board and Committee Meeting Structure

Governor Pritzker has lifted the mandate for public meetings to be held remotely. The committee has agreed to meeting in-person versus a Zoom meeting. There was a discussion about how often the Executive Committee should be meeting. Should the committee continue to meet monthly, more often than monthly or every other month? The committee agreed to continue to meet monthly. Member Serino will follow-up to confirm if there are requirements for the number of times the committee needs to meet. She believes it’s one hour per month.

Tours of the Job Center are available. Contact Laura Gergely or Member Serino to schedule a tour.

IV. Consent Agenda

Approve:

- January 2022 Executive Committee Meeting Minutes Attachment A
- Lake County Partners Business 2022-2023 Vendor Agreement Attachment B

Action: Member Kessler made a motion to approve the Consent Agenda. Member Maine seconded the motion.

No discussion or corrections.

Roll call taken. Motion carried.

V. New Business

1. Marketing and Communication a Year in Review

Presenter: George Dimotakis, Pat Davis Design Group, President & CEO

George Dimotakis from Pat Davis Design Group gave a recap of 2021 LCWDB outreach efforts. The branding is complete and implemented. Marketing collateral developed: e-Newsletter, Letterhead template, Business cards, note cards, PowerPoint template, Pocket Folder, Board Packet template, Tri-Fold and Impact Statement. Phase two began January 1, 2022. Need to focus on search engine i.e. support with partners; a tool kit they can share.

2. Board Member Engagement Initiatives

- Committee and Task Force Chairs
- Board Member Mentorship
- Job Center Services Opportunities

In 2022 we are looking to expand board member engagement opportunities. Members Wimer and Chairwoman Stoneman reached out to new members, to see how it's going. There are two new Taskforce: Youth Taskforce lead by Member Karner and the Employer Engagement Task Force.

3. High Performing Board

- NAWB Trailblazer Award

Laura Gergely presented the award criteria.

VI. Updates and Information

1. One Stop Operator for Illinois Local Workforce Development Area 1 Request for Proposal
2. New Ways to Work

Workforce Development will have intentional integration with our partners. There are five topical series of meetings: social services, housing, Youth, adult education and disability services. Representatives from all 14 Job Center partners are invited to the bi-monthly business integration meetings coordinated by the Job Center's Business Service team beginning in March 2022.

VII. Upcoming Board & Committee Meetings

1. Executive Committee Meeting – Wednesday, April 13, 2022, at 8:15 AM
2. Workforce Development Board Meeting – Thursday, April 28, 2022, at 8:00 AM

Going forward, all Workforce Development Board and Committee meetings will be hosted at the Lake County Job Center and other sites of members. Laura Gergely will email members the new dates and locations for the next board and committee meetings.

VIII. Adjournment

Action: Member Harris motioned to adjourn the meeting.

Member Kessler seconded the motion.

The meeting adjourned at 9:05am.