



Executive Committee Meeting

Wednesday, August 10th, 2022, at 8:15 AM
College of Lake County – Southlake Campus

- I. **Call to Order**..... Kim Wimer, Vice Chairwoman
- II. **Public Comment**
- III. **Chairwoman’s Report**..... Kim Wimer
- IV. **Consent Agenda**
 - Approve:**
 - June 2022 Executive Committee Meeting Minutes [Attachment A](#)
- V. **Old Business**
 - 1. Lake County Workforce Development Strategic Budget Discussion [Attachment B](#)
 - Workforce Innovation and Opportunity (WIOA) Funding
 - Other Non-Formula Grants
 - The American Rescue Plan Act (ARPA) Funding
 - 2. DCEO Joint Monitoring Final Findings – July 25, 2022
- VI. **Updates and Information**
 - 1. DOL DWG QUEST Application
 - 2. Board Membership Appointments and Reappointments - September 2022
 - 3. Board Equity Task Force – Vice Chair, Dr. Carlotta Roman
 - 4. Business Engagement Task Force – Antonio Garcia
- VII. **Upcoming Board & Committee Meetings**
 - 1. Executive Committee Meeting – Wednesday, September 14, 2022, at 8:15 AM
 - 2. Workforce Development Board Meeting – Thursday, September 22, 2022, at 8:00 AM
- VIII. **Adjournment**



**Executive Committee Meeting
Minutes**

**Wednesday, June 8th, 2022, at 8:15 AM
College of Lake County – Southlake Campus**

Present: Chair Kim Wimer, Andrew Warrington, Jennifer Harris, Dennis Kessler, Jennifer Serino, Laura Suddick

Absent: Ann Maine, Laura Crivlare, Carlotta Roman

I. Call to Order Kim Wimer, Vice Chairwoman

*The meeting was called to order at 8:18 A.M.
Attendance was taken and a quorum was verified.*

II. Public Comment

No public comment.

III. Chairwoman’s Report Kim Wimer

No report.

IV. Consent Agenda

Approve:

- May 2022 Executive Committee Meeting Minutes [Attachment A](#)
- Board Service Policy 5: Individual Training Account Modifications [Attachment B](#)
- The Lake County Workforce Development Board WIOA Local Plan Required Modifications (2020-2024) [Attachment C](#)

Action: Member Warrington motioned to approve the Consent Agenda. Member Dempsey seconded seconded the motion.

No discussions or corrections.

All in favor. Motion carried.

V. New Business

1. Action Item

- The Nominating Committee will report its recommendations for the new term beginning July 1, 2022
- The recommended slate will be presented at the Board meeting on June 23, 2022.
- Other Board Members may be nominated for consideration at the Board meeting on June 23

Member Tim Dempsey led the Nominating Committee. The recommended slate of Officers for the PY22 Lake County Workforce Development Board are:

- *Kimberly Wimer, Chair*
- *Dr. Carlotta Roman, Vice-Chair*

If there are no additional nominees, we will take a vote of the slate of officers. Final approval will be during the Board meeting June 23, 2022.

Action: Member Dempsey motioned to approve the recommended slate of officers nominated.

All in favor. Motion carried.

2. Action Item

Accept the Workforce Innovation & Opportunity Act PY22 Allocations in the amount of \$4,743,950.

Attachment E

Lake County Workforce Development managed the DCEO goals well compared to other areas. Although we are hitting the mark it does not mean more funding. There will be a reduction in funding from the state of Illinois based on the performance of other states. The PY22 Budget funding was cut by \$1,000,000. We applied for \$3,000,000 of the ARPA funds from the Lake County Board to absorb the decrease in funding for LCWD programs.

We are not self-funded. The committee wants to revisit becoming a 5013c. It is too expensive for LCWD Board to pay employee benefits. Staff would need to be hired for Human Resources, employee benefits etc. As a 5013c Workforce Development would be able to solicit donations. This would be too expensive without Lake County's funding agreement. Lake County pays for the lease space at 1 N. Genesee Street and would like to stay on the CLC campus.

Action: Member Dempsey motioned to approve the WIOA PY22 allocations of 4,743,950. Member Harris seconded the motion.

All in favor. Motion carried.

3. Action Item

Approve the Lake County Workforce Development Board Services Policy modifications for Policy 15: Supportive Services and Policy 18: Needs-Related Payment.

Attachment F

Presenters:

Ashannti Ross, Lead Project Planner, Lake County Workforce Department
Felicia Nixon-Gregory, Project Analyst, Lake County Workforce Development

Lake County Workforce Development board modifications to Policy 15 - Supportive Services and Policy 18 – Needs Related Payment were explained in detail. Policy 15 includes childcare assistance up to \$2,000. The individual needs to be enrolled in a training or a work-experience or completing a training program. Policy 18 is the Workforce Development needs-related expenses for individuals. This is a pilot program and will assist up to 20 individuals. The budget is \$40,000.

The individual's income cannot be more than 75% of the federal poverty line. The money is intended to break down barriers which may hinder an individual from starting and finishing training. Policy 18 Provides needs related expenses. If eligible, the individual would receive a total of \$2,000. The first payment of \$1,000 at the beginning of training and another \$1,000 after finishing the training. Individuals do not have to give details on how they will spend the money. The money can be used for any expense: car repairs, a computer, rent, or appliances.

Action: Member Suddick made a motion to approve the Lake County Workforce Development Board Services Policy modifications for Policy 15: Supportive Services and Policy 18: Needs-Related Payment. Member Kessler seconded the motion.

No corrections.

All in favor. Motion carried.

VI. Updates and Information

1. DCEO Program and Fiscal Joint Monitoring
2. Board Membership Appointments and Reappointments - September 2022

DCEO Monitoring exit report will be next week. No findings. Corrections will be completed. We are on track to reach 80% of the target.

There are two openings needed for the LCWDB that must be non-business members.

VII. Upcoming Board & Committee Meetings

1. Executive Committee Meeting – Wednesday, July 13, 2022, at 8:15 AM
2. Workforce Development Board Meeting – Thursday, June 23, 2022, at 8:00 AM
3. Executive Committee Meeting – Wednesday, August 10, 2022, at 8:15 AM
4. Executive Committee Meeting – Wednesday, September 14, 2022, at 8:15 AM
5. Workforce Development Board Meeting – Thursday, September 22, 2022, at 8:00 AM

The next Executive Committee Meeting will be held in August and the next board meeting will be held on June 23rd at the Lake County Federation of Teachers or via Zoom.

VIII. Adjournment

Member Kessler motioned to adjourn the meeting. Member Dempsey seconded the Motion.

Meeting adjourned at 9:34 A.M.

Lake County Workforce Development Board
PY'22 WIOA Grant Budget

WIOA Annual Formula Grant Allocation		5,070,538	4,743,950	2,776,054
Description	WIOA PY21 Budget	WIOA PY22 Budget	Non-Formulary Grants	
Personnel				
Salaries & Fringes - Workforce Development employees	2,209,322	1,937,972	454,741	
Indirect Cost Rate - Lake County Rate	273,868	256,416	32,648	
Temporary Employment Services	37,190	6,594		
Trips & Training - employees and board members	13,858	12,500		
Occupancy and Operational - Workforce Development and Job Center facilities				
Occupancy Expense	298,717	322,844		
Workforce Development operations	23,467	18,169	53,250	
Annual Contracts/Memberships/Subscriptions/Licenses - WFB, WDD, and Job Center				
Salesforce Support - LCP	30,000	18,000		
Metro Chicago Workforce Partners Membership	14,000	7,000		
Illinois Workforce Partnership Dues	1,500	1,500		
National Association of Workforce Boards Dues	1,700	1,800		
United Way 211 Support	5,000	5,000		
EMSI Labor Market Data	11,000	16,500		
Publication/Subscriptions - Job Center	1,700	1,665		
Lake County Careers Website (Virtual Information Session, Unify)	11,500	12,500		
Reduce Recidivism Membership	150	250		
TABE Tests - basic skills testing materials	-	5,000		
ZOOM Licenses	750	894		
DocuSign	10,428	19,520		
Survey Monkey	12,000	12,000		
LinkedIn Learning	19,560	19,560		
Family Centered Coaching - Prosperity Agenda			29,375	
Job Center Partner Referral Webpage - Unify	8,500	-		
WFB - Communication & Outreach, LMI Report	40,000	80,000		
Direct Participant Services				
Participant Supportive Services	15,000	122,125	110,279	
Youth Subrecipients & MOUs	386,528	450,000		
Youth Job Readiness/Career Awareness Software	7,500	18,000		
Summer Youth Work Experience Wages & Stipends	-	-		
Individual Training Accounts (ITAs)	1,127,300	1,126,822	397,466	
Work Experience Wages	322,000	98,659	478,228	
On the Job Training Wages	88,000	92,659		
Disaster Relief Employment	-	-	1,079,072	
Incumbent Worker Training	100,000	80,000	140,995	
Totals	<u>5,070,538</u>	<u>4,743,950</u>	<u>2,776,054.00</u>	
Total Certified Expenses - June 2022	4,101,402	-	1,868,661	