



Executive Committee Meeting

Wednesday October 12th, 2022, at 8:15 AM

Job Center of Lake County
1 North Genesee Street, Waukegan, IL 60085

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| I. Meeting Opening | 8:15 a.m. |
| 1. Call to Order.....Kim Wimer, Chairwoman
2. Public Comment
3. Chairwoman’s Report | |
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| II. Consent Agenda | 8:20 a.m. |
| 1. Approve the September 2022 Executive Committee meeting minutes.
2. Accept the LWIA 1 PY'22/'23 Local Performance Goals.
3. Review the 2022/23 Board Reappointments and New Board Members. | Attachment A
Attachment B
Attachment C |
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| III. Action Items | 8:30 a.m. |
| 1. Approve increasing the Lake County Workforce Development Board Member travel budget by \$5,200 for a total of \$10,200.
2. Accept the Quality Jobs, Equity, Strategy, and Training (QUEST) Disaster Recovery National Dislocated Worker Grant (DWG) in the amount of \$703,450.00.
3. Accept and Approve the US DOL Dislocated Worker - Employment Recovery Grant Modification – extending the grant term through June 30, 2023; increasing the award amount by \$158,124 and serving an additional 12 participants. | Attachment D

Attachment E

Attachment F |
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| IV. Discussion Items | 9:00 a.m. |
| 1. <u>Board Member Development</u> <ul style="list-style-type: none">• 2023 New Member Orientation and Development• Diversity Equity and Inclusions – ILI 2.0: Leadership in Action<ul style="list-style-type: none">○ Dr. Carlotta Roman’s Leadership in Action Video• 2023 Workforce Development Board Calendar and Meeting Venues | |
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| V. Upcoming Board & Committee Meetings | |
| 1. Executive Committee Meeting – Wednesday, November 9 th , 2022, at 8:15 AM
2. Workforce Development Board Meeting – Thursday, November 17 th , 2022, at 8:00 AM | |
| | |
| VIII. Adjournment | 9:15 a.m. |



Executive Committee Meeting

MEETING MINUTES

Wednesday, September 14th, 2022, at 8:15 AM
College of Lake County – Southlake Campus

Present: Kim Wimer, Andrew Warrington, Ann Maine, Dennis Kessler, Jennifer Serino, Laura Crivlare, Lori Suddick, Tim Dempsey, Carlotta Roman

Absent: Jennifer Harris

I. Meeting Opening

- 1. Call to Order..... Kim Wimer, Vice Chairwoman

*The meeting was called to order at 8:15 AM.
A quorum was verified.*

- 2. Public Comment

No public comment.

- 3. Chairwoman’s Report..... Kim Wimer

During the September Lake County Board Meeting Ashannti Ross was recognized as a Workforce Development Hero, on a local and national level, for her contributions and dedication to serving Others and improving the workforce development industry. Congratulations on behalf of the National Association of Workforce Development Professionals for being a true Workforce Development hero!

Ashannti will be featured in the 2022 Workforce Development Heroes booklet and recognized at the IWIB meeting in Springfield, Illinois.

II. Action Items

- 1. Approve the August 2022 Executive Committee meeting minutes [Attachment A](#)

Action: Member Maine motioned to approve the meeting minutes for August 2022. Member Warrington seconded the motion.

No discussions or corrections.

All in favor. Motion carried.

- 2. Approve increasing the Lake County Workforce Development Board Member Travel budget by \$6,355 for a total of \$11,355. [Attachment B](#)

Chairwoman Wimer motioned to table this item to the October 2022 Executive Committee meeting so member Harris can attend and be part of the discussion.

III. New Business

1. [2020-2024 Board Strategic Plan](#) and Supporting Strategies

Attachment C

The LCWDB have started building Key Performance Indicators (KPI) that tie to the Board Strategic Plan. Some KPI's are to increase access to programs and services, improve access to job/advancement, diversify and maximize funding, enhance system responsiveness to name a few. Using hybrid schedules for in-person and virtual workshops to develop opportunities for meaningful discussions, professional development, and decision making.

IV. Old Business

1. County of Lake Budget Process

The committee discussed drafting a letter to the Lake County Board asking them to lower or eliminate the indirect costs. Member Serino will be meeting with the Lake County Board Chairman, Gary Gibson today to discuss the indirect costs.

V. Updates and Information

1. Lake County Workforce Development Board's Equity Task Force

- Inclusive Leadership in Action
- DEI Resource Website Page

Leadership in Action 2.0 is ready. Diversity Inclusive (DI) framework and change management mode and incorporate learnings from last year.

2. WDB Marketing and Communication Plan Updates

Pat Davis design group is putting together a report of data. Pat Davis Design Group are coming to a Board meeting for an update and presentation on social media.

3. WDB Annual Membership Status

Bring on nine new board members. New members will participate in board orientation. Entities from Uline, the Obama Task force and a representative of mental health.

VI. Upcoming Board & Committee Meetings

1. Executive Committee Meeting – Wednesday, October 12, 2022, at 8:15 AM
2. Workforce Development Board Meeting – Thursday, September 22, 2022, at 8:00 AM

Anyone interested in hosting a board meeting please talk with Laura Gergely.

VIII. Adjournment

Member Dempsey motioned to adjourn the meeting. Member Maine seconded the motion.

Meeting adjourned at 9:18 A.M.

**Lake County Workforce Development Board
Executive Committee
October 12, 2022**

Action:

Approve Negotiated PY22 and PY23 WIOA Performance Goals.

Background:

The Workforce Innovation and Opportunity Act (WIOA) requires that each State Unified Plan include state-level performance goals for each of the WIOA Title I programs (Adult, Dislocated Worker, and Youth). First, the State must negotiate state-wide performance goals with the U.S. Departments of Labor and Education. Then, the State must negotiate with Local Workforce Innovation Areas (LWIAs) to establish performance goals at the local level.

The Department of Commerce and Economic Opportunity (DCEO) released PY22/23 negotiated State Goals and DCEO's Proposed Goals for LWIA 1. DCEO negotiated local performance goals with the WIA 1 Negotiation Team on September 21, 2022. The chart below shows the agreed upon goals for LWIA 1.

Workforce Development Activities (Title IB of WIOA)

Negotiated Levels of Performance for PY 2022 and 2023

LWIA #1 – Lake County Workforce Development Department

<u>Adult</u>	PY 2022	PY 2023
Employment Rate 2 nd Quarter after Exit	75.0%	75.0%
Employment Rate 4 th Quarter after Exit	71.0%	71.0%
Median Earnings 2 nd Quarter after Exit	\$9,300	\$9,300
Credential Attainment within 4 Quarters after Exit	82.0%	82.0%
Measurable Skill Gains	54.0%	54.0%
<u>Dislocated Worker</u>		
Employment Rate 2 nd Quarter after Exit	77.0%	77.0%
Employment Rate 4 th Quarter after Exit	75.0%	75.0%
Median Earnings 2 nd Quarter after Exit	\$13,500	\$13,500
Credential Attainment within 4 Quarters after Exit	85.0%	85.0%
Measurable Skill Gains	56.0%	56.0%
<u>Youth</u>		
Employment or Education Rate 2 nd Quarter after Exit	73.0%	73.0%
Employment or Education Rate 4 th Quarter after Exit	72.0%	72.0%
Median Earnings 2 nd Quarter after Exit	\$4,650	\$4,650
Credential Attainment within 4 Quarters after Exit	72.0%	72.0%
Measurable Skill Gains	54.0%	54.0%

Lake County Workforce Development Board

Executive Committee

October 12, 2022

Board Recertification and New Board Members

Board Membership for October 2021

The Workforce Development Board has maintained a core group of business leaders and community leaders to carry-out its vision and mission. For membership terms starting October 1, 2022, there are:

- 9 Reappointments
- 9 Vacancies and Appointments

Board Member Reappointments

The following Workforce Development Board Members are reappointment and have all agreed to continue to serve for a 3-year term. Each member engaged in initiatives of the Workforce Development Board throughout this current term, including serving on Standing Committees.

Lake County Workforce Development Board [Reappointments:](#)

Name, Title	Representing Entity	Required Membership
Dempsey, Tim	The Dempsey Financial Group	Business Representative
Hammerlund, Chris	Assured Healthcare	Business Representative
Harris, Jennifer	CR Search, Inc.	Business Representative
Kischer-Lepper, Noelle	City of Waukegan, Department of Planning and Zoning	Governmental and Economic Representation
Schroder, Carla	Consumers Credit Union	Business Representative
Nellis, Kathy	Private Sale Realty Consultants LLC	Business Representative
Maine, Ann	County of Lake	Other Representative
Serino, Jennifer	Lake County Workforce Development	Workforce Representative
Warrington, Andrew	United Conveyor Corporation	Business Representative

Board Member Vacancies & Appointments

There are currently two vacant positions on the Workforce Board due to previous members change of position/responsibilities in their organizations. When a new member is appointed to replace a vacant position, the membership term is the duration of the previous member's term. The following individuals are being appointed to the Lake County Workforce Development Board and will serve out the duration of previous members.

Lake County Workforce Development Board New Appointments:

Name, Title	Representing Entity	Member Being Replaced	Required Membership	Membership Term
*Baker, Trey – Special Advisor	Obama Foundation	Garrity, Emily – ConnectVets	Workforce	10/01/2022- 9/30/2024
Gallagher, Edward – Community Relations Representative	PACE	N/A	Business Representative	10/1/2022 - 9/30/2025
Castillo, John – Director of Operations	Domeny Tool & Stamping	N/A	Business Representative	10/1/2022 – 9/30/2025
Jordan, Marcus – Diversity Equity & Inclusion and Outreach Coordinator	IUOE Local 150 Apprenticeship	N/A	Workforce – Labor	10/1/2022 – 9/30/2025
O'Neill, Melissa – Vice President of Human Resources	Advocate Aurora Healthcare	Stoneman, Karen - Sysmex America, Inc.	Business Representation	10/1/2022 – 9/30/2025
Thompson, Marcy – Dean of Adult Education	Lake County Area Planning Council	Santos George, Arlene - Lake County Area Planning Council	Education and Training	10/1/2022– 9/30/2024
Katsulis, Demetri – Vice President of Manufacturing Operations	Medline	N/A	Business Representative	10/1/2022 – 9/30/2025
Robins, Jennifer – Senior Human Resource Manager	HydraForce	N/A	Business Representative	10/1/2022 – 9/30/2025
Johnson, Lisa – Executive Director	Independence Center	Vaughn, Michelle - Teen & Single Mother Resource Center, Inc.	Workforce	10/1/2022 – 9/30/2024



ACTION: Approve increasing the Lake County Workforce Development Board Member travel budget by \$5,200 for a total of \$10,200.

STRATEGIC IMPERATIVE SUPPORTED: [Continue to be the Workforce Innovative Leader](#)

Lake County Workforce Development Board Policy 2: Trips and Training outlines the trips and training opportunities for which current WDB members may have their reasonable and necessary expenses covered by WIOA Administration Grant Funds. This policy does not preclude any member from attendance at functions where their expenses are covered by another private or public-sector agency. The full policy is outlined below.

The Workforce Board approved the Board Trips and Training budget of \$5,000 during the budget approval process in June 2022. This budget amount was based on WDB members attending the annual NAWB Forum and cost associated with Board members holding leadership positions at the national and state level. This budget amount was established over five years ago and has not been revisited.

A budget increase is being requested to cover the expenses of Member Jennifer Harris as she represents the Lake County Workforce Development Board on the NAWB Board of Directors and attends 4 NAWB Board meetings throughout the year. The budget increase is due to the current high costs associated with travel and lodging.

2022/23 Budget Request:

MEETING DATE	JULY	OCOTBER	THE FORUM	MARCH
LOCATION	Colorado Spring <i>(Venue Alters)</i>	D.C.	D.C.	TBD <i>(Venue Alters)</i>
TOTAL	\$1,5000	\$1,100.00	\$1,500.00	\$1,100.00
TOTAL:	\$5050.00			

BOARD POLICY 2: Trips and Training

I. Purpose

This policy outlines the trips and training opportunities for which current WDB members may have their reasonable and necessary expenses covered by workforce funds. This policy does not preclude any member from attendance at functions where their expenses are covered by another private or public-sector agency.

II. References

None.

III. Terms

None.

IV. Policy

1. Allowable Expenses

- a. As a grant funded agency, all WDB trips and training expenses must comply with state and federal regulatory guidelines. Additionally, pursuant to provisions of County Board and WDD policies, reasonable and necessary expenses incurred as part of WDB business related travel will be reviewed for payment/reimbursement for current WDB members only. Travel must be within the continental United States only.

2. Budget

- a. The annual trips and training budget will be developed in coordination with other budgetary recommendations prepared for WDB consideration following the State's announcement of the upcoming program year funding allocations. The WDB's recommendations will be incorporated as part of the WDD's submission for the County's annual budget process.

3. Trips and Training Opportunities

- a. All WDB members will be encouraged to participate in local training opportunities to develop the member's knowledge on state and federal workforce legislation, workforce best practices and WDB activities. Due to limited budgets, prior authorization will be required from the WDB Chairperson, working in consultation with workforce staff, to ensure that sufficient funds are available. Expenses will be covered as per WDB policy.
- b. Expenses eligible to be paid for out-of-area and overnight travel and training opportunities shall be limited to:
 - i. WDB officers and officers-elect,
 - ii. WDB members who have been recruited/elected to participate on a state or national organization, and
 - iii. WDB members who have been invited to present at a hearing or event.



ACTION: Accept the Quality Jobs, Equity, Strategy, and Training (QUEST) Disaster Recovery National Dislocated Worker Grant (DWG) in the amount of \$703,450.00.

GRANT PERIOD: October 1, 2022 - September 30, 2024

PARTICIPANTS: 35

STRATEGIC IMPERATIVE SUPPORTED: [Create a Culture of Equitable Prosperity](#)

National Dislocated Worker Grants (DWGs) are time-limited funding assistance in response to major economic dislocations or disaster events impacting the workforce. DWGs are supplemental resources providing flexibility to communities in responding to these unexpected events requiring workforce services, which exceed the capacity of the state or local area to address with WIOA formula funding resources.

The US DOL announced a grant opportunity for the Quality Jobs, Equity, Strategy, and Training (QUEST) DWGs. The QUEST DWG initiative will support employment equity and individual, community, and industry resilience as the nation prioritizes economic and employment recovery from the COVID-19 pandemic. QUEST DWGs focus on serving individuals whose employment has been negatively impacted by the pandemic, including individuals from historically marginalized and underserved populations who have been disproportionately impacted.

LCWD will work with unemployed and underemployed individuals from historically marginalized communities including young adults, individuals who lost a job due to COVID, the extended unemployed including justice involved individuals, dislocated workers and parents/care givers seeking full-time, sustaining wage employment.

Leveraging and enhancing existing programs and systems, LCWD will recruit and enroll 32 participants in career services with plans to assess up to 20 participants needing occupational and/or work-experience to gain the skills to be successful in transitioning to a full-time job.

LCWD will be implementing a work-experience program with local government and public sector employers; and continue to work with 3 individuals currently enrolled in the DRE program. As data shows, local government is struggling to recover its workforce for several factors including health concerns with COVID, a larger percent of the workforce is women and minorities, the aging workforce has opted out of the workforce and selected retirement, front-line and support occupations in the private sector have more competitive wages.

In addition to the work-experience program with the public sector, LWCD is continuing to deliver a DRE program with the Lake County Health Department and other agencies with DRE focused on health care, mental well-being, and humanitarian work.



ACTION: Accept and Approve the US DOL Dislocated Worker - Employment Recovery Grant Modification – extending the grant term through June 30, 2023; increasing the award amount by \$158,124 and serving an additional 12 participants.

TOTAL GRANT AMOUNT: \$456,135 (including the additional: \$158,124)

GRANT PERIOD: 7/1/20 – 6/30/2023

PARTICIPANTS: 44 (including the additional 12 participants)

STRATEGIC IMPERATIVE SUPPORTED: [Create a Culture of Equitable Prosperity](#)

In response to the US Secretary of Health and Human Services (HHS) declaring COVID-19 a health emergency, US Department of Labor made available WIOA Disaster Recovery Dislocated Worker Grants to states. DWGs are time-limited funding assistance in response to major economic dislocations or other events that cause significant impact on states and local areas that exceed the capacity of existing formula funds and other relevant resources to address.

Employment Recovery DWGs provide resources to respond to major economic dislocations, such as large, unexpected layoff events that cause significant job losses. Awards are determined by the demonstration of need for additional funds to provide employment and training assistance to workers affected by major economic dislocations, such as plant closures and mass layoffs. Employment Recovery DWGs provide employment and training assistance to dislocated workers.

Eligible individuals:

- Dislocated worker including workers impacted by COVID.
- Trade-affected workers may receive DWG-funded training if their required training is not covered by the TAA Program.

Employment Recovery Grant Activities

Employment and training assistance is provided and includes career services, training services, supportive services, and follow-up services.

The grant will cover participant's tuition, work-experience wages, and supportive services and a case manager to be hired as a contingent worker by Workforce Development.