



**Executive Committee Meeting**  
**Wednesday, February 8, 2023, at 8:15 AM**

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

- I. Call to Order**.....Kim Wimer, Chairwoman
- II. Public Comment**
- III. Chairwoman’s Report**.....Kim Wimer
  - 1. Welcome new Executive Committee Members [Attachment A](#)
  - 2. 2023 Executive Committee Meeting Schedule
- IV. Consent Agenda**  
**Approve:**
  - December 2022 Executive Committee Meeting Minutes [Attachment B](#)
  - Lake County Partners’ Salesforce Agreement 2023 [Attachment C](#)
- V. Discussion Item**
  - 1. Diversity, Equity and Inclusion
    - Equity Taskforce
  - 2. Funding and Budget Strategies
    - Budget policies
  - 3. Workforce Board WIOA Youth Plan
    - U.S. DOL, Youth Systems Building Academy [Attachment D](#)
  - 4. Industry Trends/Career Pathways
    - Community & system engagement opportunities
  - 5. Workforce Board Member Engagement
    - Committee Co-Chairs
  - 6. Marketing and Communications
    - New bid process and vendor selection update
- VI. Updates and Information**
  - 1. Workforce Board staffing plan
  - 2. NAWB Forum 2023
- VII. Upcoming Board & Committee Meetings**
  - 1. Executive Committee Meeting – Wednesday, March 8, 2023, at 8:15 AM
  - 2. Workforce Development Board Meeting – Thursday, February 23, 2023, at 8:00 AM
- VIII. Adjournment**



### Executive Committee 2023

CRIVLARE-MAGLIO, Laura  
 Local Office Manager  
 Ill Department of Employment Security  
 - Operations Committee Chair

DARLING, Michael  
 President/CEO  
 Darling Farmers Insurance Agency  
 - Employer Connections Chair

DEMPSEY, Timothy  
 Owner  
 The Dempsey Financial Group

HARRIS, Jennifer  
 President  
 CR Search, Inc.

KESSLER, Dennis  
 Management Consultant  
 Midwest Family Business Advisors

Dr. KARNER, Michael  
 Superintendent  
 Lake County Regional Office of Schools  
 - Talent Pipeline Committee Chair

MAINE, Ann  
 Board Member  
 Lake County Board – Dist. 3

DR. ROMAN, Carlotta  
 Founder and Principal DEI Change Strategist  
 Collective Career Consulting, LLC  
 - WDB Co-Chair  
 - Equity Taskforce Chair

SERINO, Jennifer  
 Director  
 Lake County Workforce Development

SUDDICK, Lori Ed.D.  
 President  
 College of Lake County

DR. WARRINGTON, Andrew  
 President  
 United Conveyor Corporation  
 - Finance Committee Chair

WIMER, Kimberly  
 Human Resource Manager  
 Laser Precision, LLC  
 - WDB Chair



**Executive Committee Meeting**

**MINUTES**

Wednesday, December 14<sup>th</sup>, 2022, at 8:15 a.m.  
ZOOM Meeting

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

**I. Meeting Opening**

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

*Meeting called to order at 8:17 a.m.*

*Quorum present*

2. Public Comment

*No public comment.*

3. Chairwoman’s Report

*Congratulations to LCWDB members Mary Ross-Cunningham and Ann Maine for being reelected to the Lake County Board.*

*Welcome to Member Michael Karner, the new chair of the Talent and Pipeline Committee and joining the LCWD Executive Committee.*

*The LCWD Board Get Together will be Tuesday, January 10, 2023, at Austin’s Restaurant at 11:00 a.m.*

*The WPMC DEI Training is scheduled December 15<sup>th</sup> at 1:00 p.m. and January 10<sup>th</sup> at 1:00 p.m.*

*The training is presented virtually. Follow-up with Jennifer for more information.*

*The NAWB Trailblazer Award volunteers needed. For additional information, please speak to Laura.*

**II. Consent Agenda**

1. Approve the November 2022 Executive Committee meeting minutes [Attachment A](#)
2. Approved agreement for Professional Services #22140 for a Strategic Communication [Attachment B](#)  
Plan for Workforce Development and the job Center with Pat Davis Design Group.

*Action: Motion to approve: Member Maine*  
*Second: Member Warrington*  
*No corrections or discussion.*  
*All in favor. Motion carried.*

### III. Discussion Items

#### 1. 2023 Executive Committee Focus:

- Diversity, Equity, and Inclusion
- Funding and Budget Strategies
- Workforce Board WIOA Youth Plan
- Industry Trends
- Workforce Board Member Engagement
- Marketing and Communications

*The Diversity, Equity, and Inclusion Task Force next meeting will focus on the Workforce Partners of Metro Chicago DEI training and the Inclusive Leadership 2.0 videos. Discussions to continue at this committee regarding moving the taskforce to a committee.*

*Funding and budget will identify strategies and align goals for additional funding and grants. Committee members volunteered to participate in a presentation to the Lake County Board regarding funding and new program request.*

*The WDB WIOA Youth plan was approved by the Youth Taskforce – creating a systemwide youth network, engaging partners through agreed upon connections, developing one-message for the system targeting youth and messaging there is no wrong door for youth and launching at a stake-holders summit. A lot of discussion at the Youth Taskforce regarding a youth/student career awareness summit – need to identify what could have on a small scale and lead up to a larger county-wide summit in the future. WDB does not have funding to support a county-wide summit. Further discussion around an Education Career Network created for business partners to offer internships at schools which aligns with the DOL focus on paid work experience and career pathways.*

*The LCWD Business Services will present industry trends in manufacturing and healthcare at the State of the Workforce in February.*

*Board members are available to mentor new members, this will be shared at the board get together in January.*

*Pat Davis Design Group (PDDG) is kicking off the next project, funded through ARPA and creating a Workforce Development and Job Center Strategic Communication Plan. The project will launch in January.*

### IV. Upcoming Board & Committee Meetings

1. Executive Committee Meeting – Wednesday, January 11th, 2023, at 8:15 a.m.
2. Workforce Development Board Meeting – Thursday, February 23, 2023, at 8:00 a.m.  
Location: CLC, Lakeshore Campus, 33 N. Genesee St., Waukegan, IL 60085

*The January Executive committee meeting is cancelled and will be rescheduled.*

### VIII. Adjournment

**Action:**    *Motion to adjourn:*        *Member Wimer*  
                  *Second:*                                *Member Dempsey*  
*Meeting adjourned at 9:14 a.m.*



Executive Committee  
February 8, 2023

**Lake County Partners Vendor Agreement**

**Approve**

Lake County Partners' Salesforce Agreement 2023

**Background**

Lake County Partners currently has a vendor agreement with the Workforce Board to procure eight Salesforce licenses, maintain Salesforce, administer Salesforce, and through a third-party consultant provide administration support to the Workforce Development Business Services team.

**Recommendation**

Workforce Development is recommending an 11-month renewal of the current vendor agreement in order to align the Lake County Partners Vendor Agreement with Salesforce.

LCP Agreement Term:	March 2023 – January 2024
Salesforce Licenses:	\$1,122.56 monthly for 8 licenses
Salesforce Administration:	\$1,000 monthly
	Consultant monthly rate is split equally between the three users of Salesforce - Workforce Development, College of Lake County and Lake County Partners
Total 11-month Agreement:	\$23,348.16

**U.S. Department of Labor**

Employment and Training Administration  
200 Constitution Avenue, N.W.  
Washington, D.C. 20210



January 25, 2023

Dear Jennifer,

Congratulations! Lake County Workforce Development was selected to participate in the U.S. Department of Labor, Employment and Training Administration Youth Systems Building Academy. We received more than 50 nominations, each of which showcased important systems building efforts going on around the country. We are excited to work with you to improve employment outcomes for youth and young adults.

This Academy will engage a team of your partners over a several month period in developing and initiating systems, program, and/or policy improvements. Through the Academy we will support your efforts to improve employment outcomes and strengthen service delivery systems through strategic planning, in-person, and virtual training and technical assistance activities.

By February 1, 2023, please confirm your willingness to participate in the Academy by contacting the YSB Academy inbox at [YSBAcademy@ICF.com](mailto:YSBAcademy@ICF.com). In that same communication, please also review the below information and confirm your team lead's contact information and share any other team changes with us. As a reminder, participation in the Academy includes at least monthly coaching calls, several virtual peer exchanges, and two in-person convenings in Washington, DC.

After you confirm your commitment to participate, you will be contacted by the Academy technical assistance coaching team. They will set up an introductory call with you to discuss your Academy goals, focus areas, key staff, and partners. They will share an overview of the Academy model, as well as discuss logistics and timing for our two in-person convenings in Washington, DC that are tentatively scheduled for March 7-9, 2023, and June 6-8, 2023.

For any additional inquiries about the Academy, please contact [YSBAcademy@ICF.com](mailto:YSBAcademy@ICF.com).

We look forward to working with you.

Sincerely,

*Jennifer Kemp*

Jennifer Kemp  
Division Chief, Youth Services  
Employment and Training Administration  
U.S. Department of Labor

***Team Lead Contact Information***

Name: Jennifer Serino  
Organization: Lake County Workforce Development  
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Phone Number: 847-377-2224