



## Executive Committee Meeting Minutes

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

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

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*Present: Kim Wimer, Carlotta Roman, Jennifer Harris, Dennis Kessler, Jennifer Serino, Ann Maine, Tim Dempsey*

*Absent: Andrew Warrington, Laura Crivlare, Lori Suddick*

### **I. Meeting Opening**

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

*Meeting was called to order at 8:23 a.m.  
A quorum was verified.*

2. Public Comment

*No public comment*

3. Chairwoman's Report

*Congratulations to the Workforce Development Department on the 2022 Service Provider of the Year Award from the Coalition to Reduce Recidivism. The award recognizes workforce development's services, partnering with Waukegan Township and community partners to provide equitable services to all that provide re-entry assistance.*

### **II. Consent Agenda**

1. Approve the September 2022 Executive Committee meeting minutes. [Attachment A](#)
2. Accept the LWIA 1 PY'22/'23 Local Performance Goals. [Attachment B](#)
3. Review the 2022/23 Board Reappointments and New Board Members. [Attachment C](#)

*Action: Member Harris motioned to approve the September meeting minutes, accept the LWIA 1 PY'22/'23 Local Performance Goals, and board reappointments and new board members. Member Kessler seconded the motion.*

*No discussion or corrections.*

*All in favor. Motion carried.*

### **III. Action Items**

1. Approve increasing the Lake County Workforce Development Board Member travel budget by \$5,200 for a total of \$10,200. [Attachment D](#)

*Action: Member Maine motioned to approve increasing the Lake County Workforce Development Board Member travel budget by \$5,200 for a total of \$10,200. Member Dempsey seconded the motion.*

*No discussion or corrections.*

*All in favor. Motion carried.*

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

Attachment E

*Action: Member Dempsey motioned to accept the Quality Jobs, Equity, Strategy, and Training (QUEST) Disaster Recovery National Dislocated Worker Grant (DWG) in the amount of \$703,450.00. Member Harris seconded the motion.*

*No discussion or corrections.*

*All in favor. Motion carried.*

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 F

*Action: Member Maine motioned to 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. Member Wimer seconded the motion.*

*No discussion or corrections.*

*All in favor. Motion carried.*

#### IV. Discussion Items

##### 1. Board Member Development

- 2023 New Member Orientation and Development

*The LCWD Board is in the process of planning the 2023 New Member Orientation and considering adding some Board Development activities and wanted the Executive Committee's thoughts and ideas on what this should entail. Last year we invited new and current members to the virtual orientation. Members Stoneman and Wimer reached out to new members and sent a welcome letter and links to the website.*

*The board can engage new members we should attend a couple committee and taskforce meetings. Create an interest sheet with information about committee goals and objectives. Create an acronym sheet, Identify career pathways and time for networking or activities. Invite the seven new members from 2021 and nine new members from 2022 and have forum with seasoned members providing knowledge of board and committee meetings.*

- Diversity Equity and Inclusions – ILI 2.0: Leadership in Action
  - [Dr. Carlotta Roman's Leadership in Action Video](#)

*Member Roman shared a video created an alternative for updates of ILI 2.0: Leadership in Action training. Videos can be used to collaboration with other organizations. Member Roman sent the video to Pat Davis Design to decide where to place the video on social or media platforms.*

- 2023 Workforce Development Board Calendar and Meeting Venues

*Future meeting venues and topics for 2023 include the review, redesign, or updated of each committee Charter. If a committee does not have a Charter, one will be created. Get out in the community and tour different sites and check to see if we can use their facility for a meeting. The board/committees have met and toured the University Center and CLC Advance Technology Center (ATC). Once the renovated CLC Northshore campus is complete we will hold meetings at that location.*

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

1. Executive Committee Meeting – Wednesday, November 9<sup>th</sup>, 2022, at 8:15 AM
2. Workforce Development Board Meeting – Thursday, November 17<sup>th</sup>, 2022, at 8:00 AM

*The next Executive Committee Meeting will be held November 9<sup>th</sup> at Laser Precision L.L.C.  
The next board meeting will be held at Lake County Chamber of Commerce November 17<sup>th</sup>.*

#### **VIII. Adjournment**

*Member Kessler motioned to adjourn the meeting. Member Roman seconded the motion.  
Meeting adjourned at 9:29 a.m.*