



Meeting Minutes
Thursday, November 17, 2022
Lake County Chamber of Commerce

Present: Kimberly Wimer, Anne Maine, Carla Schroeder, Carrie Espinosa, Christine Hammerlund, Darryl Radar, Dennis Kessler, Dr. Andrew Warrington, Dr. Carlotta Roman, Jennifer Harris, Jennifer Serino, John Castillo, Josh Fischer, Julie Savitt, Kathy Nellis, Kevin Considine, Kristi Long, Lisa Johnson, Marcus Jordan, Trey Baker, Melissa O'Neill, Michael Darling, Michael Karner, Noelle Kischer-Lepper, Steve Smart, Timothy Dempsey

Absent: Demetri Katculis, Dr. Lori Suddick, Edward Gallagher, Jennifer Robbins, Laura Crivlare, Marcy Thompson, Mary Ross-Cunningham, Pastor Eugene Roberson, Sandra Tran, Pete Govorchin, Troy McIntosh

I. Meeting Opening

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

Meeting called to order: 8:07
Quorum: Verified

2. *No Public Comment.*

II. Chairwoman's Report

1. Welcome to the New Workforce Development Board Members

[Attachment A](#)

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 this Fall please join me in welcoming our new Workforce Development Board members. New board members introduced themselves.

2. Board Member Get Together – January 10, 2023 @ [Austin's Restaurant](#) from 11am – 1pm

In lieu of the Workforce Development Board Formal Orientation there will be a get together lunch at Austin's Restaurant. Chairwoman Wimer provided details about the board member orientation. Laura will email an invite and agenda in December.

3. National Apprenticeship Week – November 14th - 20th

The State of Illinois kicked off the eighth annual National Apprenticeship Week on November 14th. To celebrate the occasion, Governor JB Pritzker issued a proclamation highlighting the importance of apprenticeships in expanding career opportunities for Illinoisans of all backgrounds. Throughout the week, more than 50 events will be hosted through DCEO, other state agencies, and workforce partners across the state. Visit Illinois' National Apprenticeship Week page to learn more about events and ways to get involved during National Apprenticeship Week: [Apprenticeship Illinois Apprenticeship Week – November 14th – 20th, 2022 \(illinoisworknet.com\)](#).

YouthBuild Lake County was chosen has the site kick-off for National Youth Apprentice Week with a live event attended by Brent Parton Acting Assistant Secretary, Employment and Training Administration, U.S. Department of Labor, and Office of Apprenticeship representatives onsite. Member Serino attended the event.

III. Consent Agenda

Approve:

- September 2022 Board Meeting Minutes [Attachment B](#)
- 2023 Lake County Workforce Development Board Calendar [Attachment C](#)
- LWIA 1 PY'22/'23 Local Performance Goals [Attachment D](#)
- Increasing the Workforce Development Board Member travel budget by \$5,200 for a total of \$10,200 [Attachment E](#)

Accept:

- Quality Jobs, Equity, Strategy, and Training (QUEST) Disaster Recovery National Dislocated Worker Grant (DWG) in the amount of \$703,450.00 [Attachment F](#)
- 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 G](#)

Review:

- Illinois Department of Commerce and Economic Opportunity Program and Fiscal Joint Monitoring [Attachment H](#)
- Illinois Department of Commerce and Economic Opportunity Regional Technical Assistance Grant Modifications – Diversity, Equity and Inclusion [Attachment I](#)
- Lake County Workforce Development Grant Reports
 - Grant Expenditure Report [Attachment J](#)
 - Contract Report [Attachment K](#)
- [Workforce Brief - vol. 22 ed. 3 Employers \(lakecountyil.gov\)](#)
- LWIA 1 - Required Job Center of Lake County MOU Revisions [Attachment L](#)

Motion to Approve: Member Lepper

Second: Member Roman

No corrections. No Discussion.

All in favor: Motion carried

IV. [Lake County Chamber of Commerce](#)

Michael Darling, Board Past Chairman, [Farmers Insurance](#)

Member Darling provided an overview of the Lake County Chamber of Commerce. The LCCC has programming and resources for small and large businesses in the area. The LCCC collaborates with Workforce Development and continues to find opportunities to partner with WDB and Workforce Development.

V. [Workforce Development Board's Marketing and Communications Plan](#)

George Dimotakis, [Pat Davis Design Group, Inc.](#)

George Dimotakis, President, Pat Davis Design, via Zoom, provided an update on the WDB Communication Plan and key metrics and outcomes.

The results and accomplishments for the past two years are:

- *Enhanced and maintained the website*
 - *240% increase in website traffic/engagement*
 - *Resources/Events website traffic increase*
- *Grow and expand social media engagement—Facebook, twitter, LinkedIn which and all increased in users*
- *Monthly Newsletter—increased open rate by 10%*
- *Annual report*
- *Public Relation activities*

The next steps are to continue efforts to increase WDB social media presence and evaluate successes. Board members were asked to reshare WDB posts on social media and encourage community members to access the website.

VI. **Updates and Information**

1. Workforce Development Board's Equity Task Force

Dr. Carlotta Roman, Chairwoman - [Leadership in Action](#)

Member Roman provided a brief history of the taskforce (started in 2020) and DEI current state analysis.

- *Inclusive leadership 2.0, Leadership video—a call to board members to demonstrate how they show inclusive leadership.*
- *The Equity Task Force will be refining their message for continuous improvement.*
- *Increased focus on youth-and direct messaging.*
- *WDB members can post on WDB social media accounts. One area that will be focused on next year is social media growth.*

Member Serino commended the board for providing a framework for the work that is being done.

The Workforce Partners of Metro Chicago are hosting a series of DEI sessions with partners and businesses (virtually) with opportunity for businesses to receive additional DE&I training for their workplace. Invites and additional information will be emailed.

2. Workforce Development Board Member Committees and Task Forces

[Attachment M](#)

Chairwoman Wimer spoke to the importance of members getting involved in committees and taskforces. All members are invited to participate in meetings and join one committee or taskforce. Laura will be sending an email in December with more information on the committees and membership. Please respond to her email with any questions you may have. We will talk more about Board committees at the Board's get together in January.

3. WIOA Professional Development: Workforce Board Learning Academy - [ilwioapd.org](#)

Andy Losasso, Illinois Department of Commerce and Economic Opportunity, TA Manager

Andy Losasso, TA Manger with DCEO, via Zoom provided an overview of the new DCEO Workforce Board Learning Academy Training for new and current Board members.

Laura will send an email with Mr. Losasso's contact information and a link to the tool.

VII. Upcoming Board Meeting

1. Workforce Development Board Meeting – Thursday, February 23, 2023, at 8:00 AM

The next board meeting will be held at the CLC Lakeshore Campus. Future board meeting locations were shared as well and are posted on the website.

VIII. Adjournment

Motion to adjourn: Member Warrington

Second: Member Dempsey

Meeting adjourned: 9:06 A.M.