



Finance and Compliance Committee Meeting

Wednesday, February 22nd, 2023, at 8:00 AM

Present: Andrew Warrington, Jennifer Serino, Kathy Nellis, Kim Wimer, Michael Darling, Tim Dempsey

Absent: Marcus Jordan

I. Meeting Opening

1. Call to Order..... Andrew Warrington, Chairman

Meeting called to order: 8:01 A.M.

Quorum: Yes

2. Public Comment

No public comment.

3. Chairman's Report

Current Committee Members

[Attachment A](#)

The list of current Finance and Compliance Committee members is provided. We all need to do our part in recruiting additional members for committees.

II. Action Item

1. Approve the September 2022 Finance and Compliance Committee Meeting Minutes
2. Approve the November 2022 Finance and Compliance Committee Meeting Minutes
3. Accept the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment Act Assistance (TAA) grant in the amount of \$18,610.79.

[Attachment B](#)

[Handout](#)

[Attachment C](#)

Motion to Approve: Member Wimer

Second: Member Nellis

No corrections. No discussion.

All in favor

Motion carried.

III. New Business

1. Youth Systems Building Academy

The US DOL selected Lake County's Youth Systems Building Academy application for participation.

Workforce Development will receive technical assistance for 6 months to work on developing a framework to inform our planning process with the imperative of increasing access to services and good jobs for youth and young adults. The team was formed to formalize a better experience for youth to understand careers and options and become more inclusive.

Travel costs for (4) team members to participate in two convening in Washington DC are included.

*Team: Jennifer Serino
Jennifer Everett
Marcus Jordan
Jacob Cushing
ROE representative*

IV. Compliance and Performance

1. Department of Labor (DOL) Program and Fiscal Joint Monitoring for the Dislocated Worker Career Grant scheduled for February 27, 2023

DOL will be onsite at the Job Center to monitor the Dislocated Worker CAREER grant. The grant funds have been used to support thirty-three dislocated workers in occupational training and work-based training as well as purchasing technology and support personnel to implement Job Center on the Move. The priority cities with Job Center on the Move are Waukegan, North Chicago, and Zion.

V. Finance

1. Lake County Workforce Development Grant Reports:

- WIOA Formula Budget vs. Actuals Report

[Attachment D](#)

Committee members reviewed WIOA formula grant financial reports.

2. Funding & Budgeting

- Budget policies (Discussion to continue at Executive Committee)

The Executive Committee will begin having budget discussions at the March meeting to provide additional policy and guidance in building next program year's grant budget. Data and discussions will focus on success of specialized grants, policies, and business practices.

- *Budget ITAs by industry sector*
- *Budget for specific events – chamber events, business outreach events, industry memberships*
- *Review current policies such as support services and work experience*
- *Work more strategically with the budget and expenditures throughout the year*

VI. Upcoming Board & Committee Meetings

1. Workforce Development Board Meeting – Thursday, February 23rd at 8:00 AM
2. Finance and Compliance Committee Meeting – Tuesday, April 25th at 8:00 AM
3. Workforce Development Board Meeting – Thursday, April 27th at 8:00 AM

VII. Adjournment

Motion to adjourn: Member Serino

Second: Member Wimer

Meeting adjourned: 8:32 A.M.