



Operations Committee Meeting Minutes

Friday, February 10th at 9:30 AM

Job Center of Lake County

Present: Laura Crivlare, Lisa Johnson (proxy for Susan Feltz), Eva Locke, Reni Mitkova, Edith Salinas, Heidi Semenek, and Jennifer Serino

Absent: Brittany Davis, Suzanne Klauke, Harris Lee, Darryl Rader, Hector Sanchez, Tameka Wilson, and Jennifer Yonan

I. Meeting Opening

Call to Order..... Laura Crivlare, Chairwoman

Meeting called to order: 9:32 A.M.

Quorum: Verified

II. Public Comment

No public comment

III. Chairwoman's Report..... Laura Crivlare

1. Current Operations Committee Members

The Committee was asked to review the list of current members and provide any necessary updates.

The Committee was reminded of the upcoming Illinois WIOA Summit 2023 May 11th and 12th. A workshop presentation was submitted by the Job Center and Adult Basic Ed provider, District 133 on how to "Maximize One Stop Tools and Partners to Assist Immigrants and Refugees."

IV. Consent Agenda Items

Approve:

- i. October 2022 Operations Committee Meeting Minutes

Attachment A

*Action to approve: Motion: Member Mitkova
 Second: Member Salinas
 No discussion or corrections.
 Motion Carried.*

V. Old Business

- Job Center of Lake County MOU & Cost Sharing Agreement Timeline
 - Pre-Program Year Planning Form
 - Governor's Guidance Revision 4

Attachment B

[Link](#)

Member Serino provided an update on the PY'23 MOU. The MOU is due May 31st. This is an earlier timeframe than previous years so we will be asking for quicker turn-around times with responses, edits and signatures. Contact information and the FTEs used for the cost sharing agreement allocation base was asked to be updated if there are any changes from the previous year. Any questions on the MOU plan should be directed to Member Jennifer Serino (jserino@lakecountyil.gov) for review. All future Operations Committee meetings will have additional time scheduled to discuss any changes or updates to the MOU.

VI. Upcoming Board & Committee Meetings

- Operations Committee Meeting – May 19, 2023
- Lake County Workforce Development Board Meeting – February 23, 2023

Meeting moved to May 19, 2023 to avoid conflict with the WIOA Summit
Board Meeting at new CLC location on Sheridan Road

Committee members were invited to remain and attend the quarterly cross training.

VII. Adjournment

*Action to adjourn: Motion: Member Salinas
Second: Member Semenek
Meeting adjourned at 9:57 A.M.*