



+

Executive Committee Meeting Minutes

Wednesday, March 22, 2023, at 8:15 AM
College of Lake County
Grayslake Campus, Room E127

Present: Kim Wimer, Ann Maine, Carlotta Roman, Andrew Warrington, Jennifer Harris, Michael Darling, Tim Dempsey, Jennifer Serino, Michael Karner, Laura Crivlare

Absent: Dennis Kessler, Lori Suddick,

I. Meeting Opening

1. Call to OrderKim Wimer, Chairwoman

Meeting called to order: 8:22 A.M.

Quorum: Yes

2. *No Public Comment.*

II. Chairwoman's ReportKim Wimer

1. April 2023 Executive Committee Meeting date/time

The Executive Committee meeting dates for April, May and June will be moved to the third Wednesday of each month.

III. Consent Agenda

Approve:

- February 2023 Executive Committee Meeting Minutes

[Attachment A](#)

Motion to Approve: Member Dempsey

Second: Member Darling

All in favor: Motion carried.

IV. Discussion Items

1. Diversity, Equity, and Inclusion
- Customer Experience

Just a reminder we discussed and agreed that DEI is a key imperative and will be the responsibility of the Vice Chair. We will discuss if there needs to be a change of the by-laws, when we complete the annual review in May.

The Taskforce has proposed adding two questions related to demographics to the Job Center quarterly satisfaction survey.

The Taskforce will be looking at the use of a DEI tool kit with programs and services, this continues to be discussed at the monthly meetings.

2. Funding and Budget Strategies

Attachment B

- WDB Service Policies review

The Committee discussed service policies related to training that have a budget impact. These policies drive the required 50% training requirement– 50% of Adult and Dislocated Worker funds for direct training and the 20% work experience for youth.

- *Committee agreed to keep ITA funding caps as is and asked WDD to propose program plans that align with all industry sectors as part of the budget.*
- *Committee agreed to continue to budget for OJTs and Incumbent Worker Training Programs and propose an increase to the Incumbent Worker budget line item.*
- *Committee agreed to continue work-experience policy set at not to exceed 1,000 hours.*
- *Committee discussed Needs Related Payment at length and the issues with the strict eligibility requirements that have prohibited the use of the program. Committee has asked for additional exploration with state and federal guidelines, policies, and regulations.*
- *Committee discussed supportive services and childcare at length and the issue with no participant enrolling in child care. Committee asked the WDD team to review processes and identify where improvements can be made to continue to assess participants that may need childcare financial assistance.*

The YWCA will be meeting with the WDD team to present changes to the childcare and Headstart programs.

3. Workforce Board WIOA Youth Plan

- U.S. DOL, Youth Systems Building Academy

Attachment C

- *The Youth Taskforce reviewing the work and guidance of the Youth Academy goals and action plan.*
- *Two immediate action items:*
 - *youth voice, youth listening sessions*
 - *identifying additional partners including LCP, YouthBuild, Youth Conversation Corps*

4. Workforce Board Member Engagement

- Committee Co-Chairs

Jennifer Robbins is the Chairwoman of the Talent Pipeline Committee. We are still recruiting Co-Chairs for the Employer Connection and Operations Committees.

V. Updates and Information

-NAWB Forum 2023

A team is traveling later this week to the NAWB Forum in Washington D.C. – Jennifer Harris, Carlotta Roman Jennifer Serino, Kim Wimer and Emily Mitchell.

VI. Upcoming Board & Committee Meetings

1. Executive Committee Meeting – Wednesday, April 19, 2023, at 8:15 AM
2. Workforce Development Board Meeting – Thursday, April 27, 2023, at 8:00 AM
Lake County University Center, Grayslake

Discussion at future WDB meetings

- *Future of Artificial intelligence (AI)*
- *Legislature advocate*

Next Board meeting is at the University Center. If you cannot attend a committee meeting, you can send a proxy.

VIII. Adjournment

Motion to adjourn: Member Maine

Second: Member Dempsey

Meeting adjourned: 9:36 A.M.