

Executive Committee Minutes
Thursday, September 14, 2023, at 11:30 AM
The University Center of Lake County
1200 University Center Dr
Grayslake, IL 60030

Present: Laura Crivlare, Michael Darling, Tim Dempsey, Ann Maine, Carlotta Roman, Jennifer Serino, Lori Suddick, Jennifer Harris, Michael Karner, and Kim Wimer

Absent: Andrew Warrington and Dennis Kessler

I. Call to Order Kim Wimer, Board Chair
Meeting called to order: 11:33 A.M.
Verify quorum: Yes

II. Public Comment
No public comment.

III. Chairwoman’s Report Kim Wimer
No report

IV. Consent Agenda

- Approve the June 2023 Joint Executive and Finance and Compliance Committee Meeting Minutes
- Approve the Recommended Modifications to the Workforce Development Board Service Policies
- Accept the PY’22 WIOA Statewide Rapid Response IE Grant Plan & Budget
- Accept the Apprenticeship Illinois Expansion Grant
- Accept the TAA Grant Modification

Motion to Approve: Member Crivlare
Second: Member Darling
Discussion: No
All in favor: Motion carried.

V. Regular Agenda

- Approve the North Chicago Community High School Agreement
Motion Made by Member Harris
Second: Member Crivlare
Discussion: The growth of the program at NCCHS was discussed. Growing from 11 students in 19/20 school year to 45 in 23/24. There are approximately 1/3 of the senior class enrolled in the Work Study Program. Discussion was had around the number of students affected and the board agreed that the Impact the program is making is more valuable than quantity.
The Board requested that someone from the program be invited to the next meeting of the board.
All in favor of approving the motion: Motion Carried

- Approve Workforce Board By-Laws Modification and recommend modifications to the Workforce Board at the September 2023 meeting.

Motion to Approve: Member Crivlare

Second: Member Harris

Discussion:

- Requested that the bylaws include that a Vice-Chair can serve as a proxy to the Executive Committee when requested by the Chair.

All in favor: Motion carried with modification made in discussion.

VI. CRM Tool Analysis Presentation

- Workforce Development Business Services Team **Antonio Garcia**
5 Tools were presented with the business services team, led by Antonio Garcia stated that this is the proper tool for us, at a very good price. Alternative CRM's do not have the functionality and stability of Salesforce.
 - *The board requested that we increase utilization of tools within Salesforce.*
 - *It was confirmed that Uma Subramanian from LCWD does have administrative access and is able to access all information that is needed.*
 - *As part of the Q&A, Mr. Garcia confirmed that each of the partners is intentionally limited in what they can access from other partners, but they are all able to access what they need.*

VII. Committee Action Plans

Presented by Jennifer Serino, visual provided below.



				
Operations	Talent Pipeline	Employer Connection	Equity Taskforce	Youth Taskforce
<p>Enhance Unify with follow-up communication among partners</p> <p>Analyze customer satisfaction survey data and collaborate with partners on areas of system and services improvements</p> <p>Increase timely & coordinated access to services for target populations, high risk zip codes, underserved communities</p>	<p>Explore and implement innovative solutions to increase young adult participation and persistence in services, training & education and the workforce</p> <p>Be a leader with educators and system partners increasing access to and number of career exploration activities, events, tools</p> <p>Inventory work-based learning promising practices, workplace champions, and areas of opportunity</p>	<p>Inform employers and industry on current trends – what employers need to know</p> <p>Focus on increasing and benchmarking recruitment & retention solutions – Incumbent Worker & Apprenticeships</p> <p>Create space for employers to learn, experience and navigate the new workplace and diverse workforce</p>	<p>Analyze customer satisfaction survey data</p> <p>Pilot a program/grant evaluation process</p> <p>Celebrate WDB Inclusive Leadership initiatives</p> <p>Stakeholder engagement survey</p>	<p>Gather the Youth Voice from across the system partners and use to inform program and activities design</p> <p>Asset mapping – identify and build on existing resources – uncover strengths, connections, opportunities and gaps.</p> <p>Lead with educators and system partners on building and delivering youth forums, industry focus career fairs</p>

VIII. Additional Updates

- Illinois Climate Equitable Jobs Act
- PY'23 Supplemental State Funding Allocation
Staff are preparing funding request for youth programs.
The committee agreed that staff and board members should advocate to legislators for the funding.

Additional Updates/Information:

- *AON will be presenting at the Board Meeting on 9/28/23*
- *September is Workforce Development Month*
 - [Workforce Development Month - National Association of Workforce Development Professionals \(nawdp.org\)](http://nawdp.org)

IX. Upcoming Board & Committee Meetings

- Workforce Development Board Meeting – Thursday, September 28, 2023, at 8:00 AM
- Executive Committee Meeting – Wednesday, October 19, 2023, at 8:15 AM

X. Adjournment

Motion to Adjourn Made by Member Roman

Second: Member Serino