

Executive Committee Agenda

November 7, 2024, at 8:15 AM

Lake County Workforce Development

- I. **Call to Order** Kim Wimer, Board Chair
- II. **Public Comment**
- III. **Chairwoman’s Report**
- IV. **Consent Agenda**
1. [August 2024 Executive Committee Meeting Minutes](#) Attachment A
- V. **State and Federal Updates**
- IWIB Dr. Andrew Warrington
- NAWB Jennifer Harris
- VI. **Action Items**
1. [Strategic Plan Approval](#)
2. [MOU Updates Approval](#)
- a. [Link to final Document: MOU Final](#)
- b. [Link to: Explanation of changes](#)
3. [2025 Meeting Schedule Approval](#)
- VI. **Regular Agenda**
1. Board Representation
- Discussion of large employer representation on LCWDB.*
- VII. **Lake County Workforce Development Updates**
1. Strategic Progress Updates
- VIII. **Upcoming Board & Committee Meetings & Events**
- 11/15/2024 – Operations - Zoom
- 11/14/2024 – Finance & Compliance- UCC Environmental – **Recently Changed**
- 11/21/2024 – Board Meeting – University Center
- 12/12/2024 – Executive Committee - TBD
- IX. **Adjournment**

Executive Committee Minutes

August 21, 2024, at 8:15 AM

Lake County Workforce Development

Present: Kim Wimer, Ann Maine, Carlotta Roman, Andrew Warrington , Jennifer Serino, , Tim Dempsey, Jennifer Harris, Lori Suddick

Absent: Michael Karner, Laura Crivlare, Dennis Kessler

I. Call to Order Kim Wimer, Board Chair

The meeting was called to order at 8:21am by Kim Wimer, Board Chair.

II. Public Comment

Antonio Garcia, Business Services manager at Lake County Workforce Development shared information on the upcoming *Hire Lake County Job Fair*. The vent will be held on 9/23 from 11am-1:30pm.

Employers can register at [Employer Annual Hire Lake County Job Fair 2024 - Formstack](#)

III. Chairwoman's Report Kim Wimer

No Report

IV. Consent Agenda

1. April 2024 Executive Committee Meeting Minutes Attachment A

The minutes from the April 2024 Executive Committee meeting were approved without objections.

V. Additional Updates as needed

- IWIB Dr. Andrew Warrington
Dr. Andrew Warrington provided an update on the Illinois Workforce Innovation Board (IWIB), emphasizing the role of upcoming focus groups and the need for better engagement with local employers to inform workforce development strategies.
- NAWB Jennifer Harris
Jennifer Harris reported on the National Association of Workforce Boards (NAWB) activities, including a recent visit to a rural board in New Bern, North Carolina, highlighting challenges like transportation and the success of local apprenticeship programs.
- International WD Delegation Jennifer Serino
Jennifer Serino shared insights from her recent delegation trip to Manchester, UK. The focus was on innovative programs led by the Manchester Cathedral, including social value-driven employment initiatives like beekeeping and training for vulnerable populations. The delegation also explored how these programs could be adapted for local use.

VI. Action Items

1. Workforce Board Service Policy Recommended Modifications

- On-The-Job-Training. Proposed policy [HERE](#) Attachment B
- WIOA Approval/Authorization to changes [HERE](#) Attachment C

The motion was brought to the floor by Member Maine and Seconded by Member

Dempsey.

No discussion was had. The motion to approve the updated policy passed unanimously.

2. Local Plan Updates Review for Approval – [Updated plan](#) (not attached, please use link)
The motion was brought to the floor by Member Harris and Seconded by Member Roman.
No discussion was had. The motion to approve the updated policy passed unanimously.

VI. Regular Agenda

1. IWIB Focus Groups
The committee discussed the importance of the upcoming IWIB focus groups and encouraged participation from local employers to gather valuable feedback for workforce strategies.
2. Workforce Development Month
Plans for recognizing Workforce Development Month in September were outlined, including events aimed at raising awareness and celebrating workforce achievements.
3. Discussion of “The Problem With ‘In Demand’ Jobs” Article
A strategic discussion was held about the long-term effects of training programs in high-demand jobs, particularly CDL training. Concerns were raised about the sustainability and alignment of such training with broader economic goals.
4. Strategic Plan Updates
The committee reviewed updates to the strategic plan, with a focus on enhancing community engagement and ensuring that the workforce board’s initiatives are aligned with long-term economic mobility goals.
5. Warn Notices
The latest WARN notices were reviewed, and their implications for the local workforce were discussed.
6. IWIB Award Nominations
Nominations for the upcoming IWIB awards were discussed, with a focus on recognizing innovative programs and outstanding contributions to workforce development.

VII. Upcoming Board & Committee Meetings & Events

Executive Committee – September 18, 8:15am at Job Center

Board of Directors Meeting – September 26th, 8am at College of Lake County

[2024 LCWDB Youth Symposium](#) – September 26th following board meeting at CLC

[Navi8 Lake](#) – Youth Career Exploration Fair – October 30th at Lake County Fairgrounds

VIII. Adjournment

The meeting was adjourned at 9:39AM.

Mission

To ensure a workforce equipped for today and prepared for tomorrow.

Vision

To be the leader of the Lake County workforce development system that produces a highly skilled workforce and powers the regions economic vitality and quality of life.

Key Imperatives

Data-Driven Objectives

Drive scalable, industry-led workforce solutions

Strengthen partnerships with key industries and small businesses, aligning talent needs with workforce initiatives.

Expand access to economic and workforce opportunities through a seamless Lake County Workforce Ecosystem.

Create a culture of equitable prosperity

Establish access and opportunities in all communities.

Tailor programs to meet individuals at their unique starting points and empower all to succeed.

Unify a strategic network of workforce partners.

Accelerate career pathways

Facilitate meaningful career and job exposure for high school students and young adults.

Optimize investment in education, training programs and skill-building programs.

Foster excellence and accountability within a high-impact workforce board

Increase the Workforce Board's commitment in regional, state and national discussions.

Drive continuous improvement to support sustainable growth and long-term financial stability.

Empower the board to lead with greater impact and influence.

The following changes have been made to enhance clarity, ensure compliance, and improve the overall effectiveness of our Memorandum of Understanding (MOU). These updates reflect our commitment to meeting regulatory requirements, streamlining processes, and better serving our stakeholders. Each modification is intended to strengthen our operational framework and support our workforce development initiatives.

The final MOU can be found [HERE](#)

- **Purpose Statement:** Added a clear purpose to the document for better understanding. *(Page 2)*
- **Staffing Alignment:** Updated staffing numbers for consistency across sections. *(Page 7)*
- **Service Delivery Description:** Included details on how services are provided, emphasizing direct assistance methods. *(Page 7)*
- **In-Person Event Management:** Outlined plans for holding in-person events, including capacity limits and customer flow management. *(Page 7)*
- **Signage and Roles Specification:** Clarified roles for staff and security, including clear signage for walk-in and appointment-based services. *(Page 7)*
- **On-Site Services Update:** Adjusted descriptions to reflect that certain services are available on-site rather than remotely. *(Page 7)*
- **Waiting Line Management Plan:** Included a strategy for handling potential waiting lines outside the facility. *(Page 14)*
- **Financial Contributions Table:** Expanded the table to include all partner cash contributions for transparency. *(Pages 23-34)*
- **Cost-Sharing Details:** Added missing payees in shared cost sections of the budget for clarity. *(Pages 23-34)*
- **Submission Requirements:** Confirmed all required signature pages and checklists have been submitted for compliance. *(Page 5)*



The Lake County Workforce Development Board is a business-led policy and oversight board for workforce development programs and services in Lake County.

Lake County Workforce Development Board of Directors	
2025 Meeting Schedule	
Board of Directors	
Thursday, February 27, 2025	8:00 a.m.
Thursday, April 17, 2025	8:00 a.m.
Thursday, June 26, 2025	8:00 a.m.
Thursday, September 25, 2025	8:00 a.m.
Thursday, November 13, 2025	8:00 a.m.
Executive Committee	
Wednesday, January 15, 2025	8:15 a.m.
Wednesday, February 19, 2025	8:15 a.m.
Wednesday, March 19, 2025	8:15 a.m.
Wednesday, April 16, 2025	8:15 a.m.
Wednesday, May 21, 2025	8:15 a.m.
Wednesday, June 18, 2025	8:15 a.m.
Wednesday, July 16, 2025	8:15 a.m.
Wednesday, August 20, 2025	8:15 a.m.
Wednesday, September 17, 2025	8:15 a.m.
Wednesday, October 22, 2025	8:15 a.m.
Wednesday, December 17, 2025	8:15 a.m.
Friday, January 10, 2025	9:00 a.m.
Friday, March 14, 2025	9:00 a.m.
Friday, May 16, 2025	9:00 a.m.
Friday, August 8, 2025	9:00 a.m.
Friday, October 3, 2025	9:00 a.m.
Tuesday, January 21, 2025	9:00 a.m.
Tuesday, March 18, 2025	9:00 a.m.
Tuesday, August 19, 2025	9:00 a.m.
Tuesday, October 21, 2025	9:00 a.m.
Talent Pipeline Committee	
Tuesday, January 14, 2025	8:00 a.m.
Tuesday, March 11, 2025	8:00 a.m.
Tuesday, August 12, 2025	8:00 a.m.
Tuesday, October 14, 2025	8:00 a.m.
Finance and Compliance Committee	
Tuesday, July 15, 2025	8:00 a.m.
Tuesday, November 18, 2025	8:00 a.m.