



Operations Committee Meeting Minutes

January 10, 2025, at 9:00 AM

Zoom

Present: Kathy Brown, Laura Crivlare, Susan Feltz, Lisa Johnson, Suzanne Klauke, Eva Locke, Heidi Semenek, Jennifer Serino, Tasha Shell, Tameka Wilson, Jennifer Yonan

Absent: Brittany Davis, Reni Mitkova, Dr. Darryl Rader, Edith Salinas, Hector Sanchez

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

*The meeting was called to order on **January 10, 2025**, at **9:02 AM** via Zoom by Executive Committee Chairwoman Laura Crivlare.*

II. **Public Comment**

No public comments were made.

III. **Chairwoman's Report.....**

IV. **Consent Agenda**

I. *November 2024 Operations Committee Meeting Minutes*

- *Motion to approve was made by Jennifer Yonan, seconded by Eva Locke.*
- *No corrections or amendments were noted.*
- *Motion carried unanimously.*

V. **Regular Agenda**

I. **Climate and Equitable Jobs Act (CEJA) Hub Status**

I. *Antonio Garcia provided an in-depth update on the CEJA Workforce Network Program:*

- **Overview of CEJA Initiative:** *CEJA is a \$94 million annual statewide initiative aiming to transition Illinois to clean energy by 2050 while creating equitable workforce opportunities. It emphasizes training for underserved communities, including R3 areas and environmental justice regions.*
- **Program Achievements:**
 - *The first cohort of 13 participants began their training in early January 2025.*

- The program targets enrolling 200 participants in the coming year, with at least 50 placed in clean energy jobs.
- **Training Pathway:**
 - Participants begin with a "Bridge Program," which includes essential employability and clean energy basics.
 - Advanced technical training focuses on roles like HVAC, automotive/EV technology, energy auditing, and construction inspection.
 - Graduates receive industry-recognized credentials, paving the way for employment in clean energy sectors.
- **Support Services:** Barrier reduction initiatives such as stipends, childcare, and transportation are included to address common obstacles.
- **Discussion Highlights:**
 - **Outreach and Recruitment:** Antonio emphasized the importance of engaging local partners and community organizations to expand outreach. Recruitment strategies include social media campaigns, community events, and targeted promotions by Community Works.
 - **Referral Process Clarification:** Antonio addressed questions from members, highlighting that all referrals should use the centralized CEJA portal hosted on the Job Center website. This ensures uniformity in participant intake and data collection.
 - **Call to Action:** Members were asked to share the program's information link, [CEJA Details](#), widely with their networks.

2. **Job Center Memorandum of Understanding (MOU)**

1. Jennifer Serino provided an update on the 2024 MOU and changes anticipated for 2025:
 - **2024 Financial Update:** Jennifer explained that the College of Lake County (CLC) will not charge rent for the use of its facilities during the 2024 program year. This decision significantly reduces the operational costs shared by MOU partners, resulting in noticeably lower invoices. Jennifer emphasized that this adjustment reflects CLC's ongoing commitment to supporting the Job Center's mission and enhancing service delivery for the community.
 - **2025 Updates:**
 - **Capacity Protocols:** Implementation of new capacity limits (15 in-person and 1,000 virtual) to ensure equitable access for both on-site and remote services.
 - **Flexibility for Partners:** Appendix G introduces a waiver process for partners

contributing less than 0.25 FTE, allowing for reduced commitments while maintaining compliance with state workforce guidelines.

- **Enhanced Security Measures:** Strengthening security protocols to prioritize staff safety and inclusivity in service delivery.

- **Discussion Highlights:**

- Members expressed appreciation for CLC's decision, acknowledging its financial impact on partner contributions. They also discussed ways to reinvest the cost savings into additional program enhancements, particularly for underserved populations.

3. **Strategic Plan Review**

1. The committee reflected on the alignment of its efforts with the broader strategic goals of the Workforce Development Board:

- **Equity and Accessibility:** Programs like "Job Center on the Move" were recognized as impactful tools for engaging underserved communities.
- **Employer Partnerships:** Building stronger collaborations with clean energy employers and other high-growth industries was emphasized.
- **Sustainability:** Members agreed that improving infrastructure and leveraging technology would be essential for achieving long-term workforce system goals.

VI. **Announcements**

- **Lake County Workforce Development Board of Directors Meeting**
 - i. February 27, 2025, at 8:00 AM
- **Lake County Workforce Development Operations Committee Meeting**
 - i. March 14, 2025, at 9:00 AM

VII. **Updates/Other Items**

VIII. **Adjournment**

The meeting was adjourned at 9:45 AM.