



LCWDB Executive Committee Meeting Minutes

Wednesday, November 5, 2025, at 8:15 AM
Job Center of Lake County

Present: Kevin Considine, Timothy Dempsey, Josh Fischer, Edward Gallagher, Jennifer Harris (Zoom), Marcus Jordan (Zoom), Dennis Kessler, Dr. Carlotta Roman, Jennifer Serino, Dr. Lori Suddick, Kimberly Wimer

Absent: Laura Crivlare, Dr. Michael Karner, Mary Ross-Cunningham, Dr. Andrew Warrington

I. Call to Order..... **Chairwoman, Dr. Carlotta Roman**

The meeting was called to order on Wednesday, November 5, 2025, at 8:15 AM by Executive Committee Chairwoman Dr. Carlotta Roman.

II. Public Comment

No public comments were made.

III. Chair Report

Dr. Carlotta Roman provided opening remarks and thanked committee members for their continued leadership and engagement. She noted the importance of the Executive Committee's role in maintaining alignment between Board priorities, committee work, and operational execution. The Chair referenced recent committee activity, including the Operations Committee and the joint Talent Pipeline and Employer Connections Committee meeting, and emphasized the need to ensure strategic continuity as planning begins for the next program year.

IV. Consent Agenda

- a. Approve August 2025 Executive Committee Meeting Minutes
- b. Approve updates to the Job Center of Lake County MOU
 - i. Motion to approve: Kevin Considine
 - ii. Motion seconded: Timothy Dempsey
 - iii. Motion carried unanimously.

V. Regular Business (ACTION ITEMS)

- a. *Authorize staff to enter negotiations with Symbol Training Institute to develop a contract for manufacturing sector training and workforce development services, for an amount up to \$340,000, consistent with the proposal submitted.*
 - i. *Motion to approve: Dennis Kessler*
 - ii. *Motion seconded: Ed Gallagher*
 - iii. *Motion carried unanimously.*
- b. *Authorize staff to enter negotiations with United Way Lake County (UWLC) for implementation of the WIOA Education Sector Strategy: Expanding Parent Mentor Models Through School District Partnerships initiative, for an amount not to exceed \$100,000.*
 - i. *Motion to approve: Kimberly Wimer*
 - ii. *Motion seconded: Dr. Lori Suddick*
 - iii. *Motion carried unanimously.*
- c. *Authorize staff to enter negotiations with Deloitte Consulting LLP to develop a contract for implementation of the WIOA Artificial Intelligence (AI) Workforce Innovation initiative, for an amount not to exceed \$100,000, consistent with the proposal submitted.*
 - i. *Motion to approve: Kimberly Wimer*
 - ii. *Motion seconded: Kevin Considine*
 - iii. *Motion carried unanimously.*
- d. *Approval of the 2026 Lake County Workforce Development Board Meeting Schedule*
 - i. *Motion to approve: Timothy Dempsey*
 - ii. *Motion seconded: Kevin Considine*
 - iii. *Motion carried unanimously.*

VI. Strategic Focus

- a. ***Board Meeting Preparation – December 4, 2025***
 - i. *Board staff reviewed the proposed agenda for the December 4, 2025, Board of Directors Meeting, including anticipated action items, presentations, and the planned strategic alignment session.*
 - ii. *Discussion included:*
 - 1. *Framing of action items to support clear Board decision-making*
 - 2. *Time allocation between business items and strategic discussion*
 - 3. *Ensuring committee recommendations are presented with appropriate context*

iii. Committee members provided feedback and confirmed readiness to advance items to the full Board.

b. Strategic Alignment and Emerging Themes

i. The committee discussed several emerging themes observed across committee work and system operations, including:

1. Continued movement toward **skills-based hiring** and workforce strategies
2. Importance of strengthening **employer-informed talent pipelines**
3. Alignment between apprenticeship, work-based learning, and sector strategies
4. Preparing the workforce system for evolving employer expectations and labor market conditions

ii. Members emphasized the Executive Committee's role in reinforcing alignment across committees and supporting long-term strategic direction.

c. Planning for 2026 Priorities

i. Initial discussion occurred around priorities for calendar year 2026, including:

1. Strategic Plan refresh preparation
2. Board engagement and development
3. System sustainability and funding diversification
4. Employer engagement at a systems level

ii. These discussions will continue in future meetings and inform Board retreat outcomes.

VII. Other Business / Updates

a. Overview of DCEO Monitoring Results

i. Board staff provided an overview of **recent Illinois Department of Commerce and Economic Opportunity (DCEO)** monitoring activities. The review focused on programmatic and fiscal compliance, documentation standards, and internal controls.

1. Board staff reported that the monitoring process was proceeding smoothly, with no significant findings identified to date.
2. Any minor technical questions raised by DCEO were addressed promptly by Board staff.

3. *The committee was informed that results and any follow-up recommendations would be shared with the Board once the monitoring process is formally closed.*
- ii. *Committee members thanked Board staff for their preparation and ongoing compliance efforts.*

b. LCWDB Recognition Awards and Events

- i. *Board staff highlighted recent **statewide and national recognition** received by LCWDB programs and partners.*
 1. *The **Parent Mentor Program**, in partnership with **United Way Lake County**, received recognition from the **Illinois Workforce Innovation Board** for its collaborative design and community impact.*
 2. *Board staff also shared updates on recent and upcoming workforce-related events, including community outreach activities, employer engagement events, and professional convenings.*
- ii. *Committee members expressed appreciation for the recognition and emphasized the importance of continuing to elevate system successes and partner contributions.*

c. Federal Government Shutdown Impact

- i. *Board staff provided an update regarding the potential impact of a **federal government shutdown** on workforce programs.*
 1. *It was reported that **WIOA funding and grant operations were not impacted** by recent federal shutdown discussions, as funding had already been appropriated.*
 2. *Board staff confirmed that program operations, participant services, and employer engagement activities continued without disruption.*
 3. *The committee was advised that staff would continue monitoring federal activity and communicate any changes should funding conditions shift.*
- ii. *Committee members appreciated the update and the proactive communication regarding federal funding stability.*

VIII. Member Time

- a. *Ed Gallagher shared updates related to employer engagement and regional workforce activity. He noted ongoing conversations with employers regarding hiring challenges and*

emphasized the continued importance of aligning workforce services with real-time employer needs. He also referenced the value of collaboration between workforce partners to support business demand and job seeker readiness.

b. *Jennifer Serino provided updates on partner and community-based initiatives, highlighting continued coordination with education and workforce partners. She emphasized the importance of maintaining strong cross-sector relationships and shared appreciations for the collaborative efforts supporting workforce programs and participants.*

IX. Adjournment

The meeting was adjourned at 9:37 AM.

Motion to approve: Kimberly Wimer

Motion seconded: Timothy Dempsey

Motion carried unanimously.