



LCWDB Operations Committee Meeting Minutes

Friday, August 8, 2025, at 9:00 am

Job Center of Lake County

1 N. Genesee St, Waukegan, IL 60085

Present: Kathy Brown, Laura Crivlare, Lisa Johnson, Eva Locke, Reni Mitkova, Dr. Darryl Rader, Jennifer Serino

Absent: Brittany Davis, Susan Feltz, Suzanne Klauke, Edith Salinas, Hector Sanchez, Heidi Semenek, Tasha Shell, Tameka Wilson, Jennifer Yonan

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

*The meeting was called to order on **Friday, August 8**, at **9:14 AM** by Operations Committee Chairwoman Laura Crivlare.*

II. **Public Comment**

No public comments were made.

III. **Chairman's Report**

Operations Committee Chairwoman Laura Crivlare opened with appreciation for staff and committee members, noting the critical role of the Operations Committee in aligning services, monitoring program implementation, and addressing operational challenges.

IV. **Consent Agenda**

- **January 2025 Operations Committee Meeting Minutes**
- **March 2025 Operations Committee Meeting Minutes**
- **May 2025 Operations Committee Meeting Minutes**
 - i. *Motion to approve: Dr. Darryl Rader*
 - ii. *Motion seconded: Reni Mitkova*
 - iii. *Motion carried unanimously*

V. **Action Items**

- **One-Stop Operator Review**
 - i. *The committee approved continuation of the One-Stop Operator agreement following staff's review of performance and compliance.*

- **MOU Updates**
 - i. Approval of revised partner Memorandum of Understanding (MOU) to align with updated federal and state requirements.
- **Program Policy Updates**
 - i. Adoption of revised case management and eligibility policies to improve clarity and efficiency.

VI. Regular Agenda

- **Performance Dashboard Review**
 - i. Staff presented data on WIOA performance indicators, including enrollment, credential attainment, and employment outcomes. Overall performance is on target, with youth participation noted as an area for continued monitoring.
- **Job Center Operations**
 - i. Discussion focused on traffic at the Job Center of Lake County, employer recruitment events, and the effectiveness of hybrid service delivery. Committee members provided feedback on improving communication to jobseekers.
- **Innovation & Pilots**
 - i. Updates included VR headset demonstrations, sector-based initiatives, and outreach strategies to underserved communities.
- **Collaboration with Education Partners**
 - i. Discussion of partnerships with local schools, CLC, and training providers to strengthen pipelines into in-demand sectors.

VII. Announcements

- The next full Board of Directors Meeting is scheduled for September 26, 2025, at 8:00 AM, at the College of Lake County.
- Staff reminded committee members of the upcoming Disability Job Fair on September 11, 2025, at the Advanced Technology Center in Gurnee.

VIII. Updates/Other Items

- Staff provided updates on grant compliance, fiscal monitoring, and ongoing DCEO communications.
- Committee members discussed opportunities for greater alignment between business services and youth programming.

IX. Adjournment

The meeting was adjourned at **10:08 AM**.