

**Employer Connections Committee**  
**Meeting Minutes**  
**Tuesday, January 16, 2018, 9:00 A.M.**  
**Job Center of Lake County, 1 N. Genesee Street, Waukegan, IL**

**Present:** Chairwoman Karen Stoneman, Kevin Considine, Scott Jones, Dennis Kessler, Jennifer Serino

**Late Arrival:** Noelle Kischner, 9:26 a.m.

**Absent:** John Bradarich, Emily Garrity, Demar Harris, Susan Huwe, Sylvia Johnson Jones, Eric Kurtz, Carlotta Roman, Arlene Santos-George, Suzanne Stidham

**I. Call to Order**

Chairwoman Stoneman called the meeting to order at 9:20 a.m.  
A quorum was not present.

**II. Approval of Minutes – December 19, 2017 Minutes**

[\(Attachment A\)](#)

**Action:** Action could not be taken since a quorum was not present.

**III. Public Comment**

None.

**IV. Chairwoman's Report**

Membership on the Media Plan Task Force is open to all Board members. Board Staff Mandi Freeman will provide more information to the full Board later in the week and will schedule the first meeting in February, 2018.

**V. Old Business**

None.

**VI. New Business**

1. Review Lake County Partners 2<sup>nd</sup> quarter Business Outreach Program metrics

[\(Attachment B\)](#)

Member Considine presented to Committee metrics from Lake County Partners' Business Outreach Program from July 1<sup>st</sup>, 2017 through January 5<sup>th</sup>, 2018. Lake County Partners intends to facilitate at least eleven outreach visits a month with new employers through June, 2018. There are twenty-two pending referrals that are currently being processed by Lake County Partners. Over time, data from other Ecosystem partners will supplement the report.

2. Review Workforce Development Department 2<sup>nd</sup> quarter business services outcomes

[\(Attachment C\)](#)

Member Serino reviewed with Committee Workforce Development Department's 2<sup>nd</sup> quarter business services outcomes. Board Staff Mandi Freeman and Member Serino will work to provide information in a more meaningful way that encourages high-level discussion among Committee members.

3. Discuss Integrated Business Services Framework performance measurements

[\(Attachment D\)](#)

Member Serino reviewed with Committee the five structural components of the Framework for Integrated Business Services that was approved by the Illinois Workforce Innovation Board. The framework will be adopted across workforce, education, and economic development partners on a regional and local level to better integrate the delivery of services to businesses.

**VII. Employer Connections Committee Strategic Plan**

1. Lake County Workforce Development Ecosystem

- Strengthen Ecosystem

The partners within the Ecosystem have decided to meet on a more regular basis to align strategies, to identify potential obstacles, and to generate preemptive solutions. Resultant activity will be reported to the Employer Connections Committee in between regular standing meetings.

## 2. Labor Market Data

- High Priority Occupation Discussion – January 22, 2018

Board Staff Mandi Freeman and Member Serino from the Workforce Development Department will meet with individuals from the College of Lake County and from Lake County Partners to discuss each entity's methodology for identifying high priority occupations and to consider a common methodology that can be used among Ecosystem partners, if suitable.

- Lake County Data Users Group meeting – February 5, 2018

The Lake County Data Users Group (DUG) is working to create a Data Resource Inventory that may be shared with community partners and DUG members. Board staff Mandi Freeman and Member Serino will continue to meet with the DUG to identify what data the Lake County Workforce Development Board could provide.

## 3. Sector-Based Career Pathways

No discussion took place.

## **VIII. Board and Committee Member Engagement**

### 1. Optional tour of the Job Center following committee meeting

Committee members were invited to tour the Job Center of Lake County.

## **IX. Upcoming Board & Committee Meetings**

### 1. Workforce Development Board Meeting – February 22, 2018 at 8:00 am

Board Staff Mandi Freeman will provide notice of the meeting location on February 1, 2018.

### 2. Employer Connections Committee Meeting – March 20, 2018 at 9:00 am

The Employer Connections Committee will meet on March 20, 2018 at 9:00 am.

## **X. Adjournment**

Chairwoman Stoneman requested a motion to adjourn. Member Jones motioned to adjourn; Member Kessler seconded the motion. The meeting adjourned at 10:05 a.m.