

**Lake County Workforce Development Board
Talent Pipeline Committee & Employer Connections Committee
Joint Meeting Minutes
Tuesday, May 15, 2018 at 9:00 AM
Job Center of Lake County, 1 N. Genesee Street, Waukegan, IL**

Attachments are available upon request: WorkforceBoard@LakeCountyIL.gov

Present: Chairwoman Chris Hammerlund, Chairwoman Karen Stoneman, Kurt Beier, Kevin Considine, Jennifer Everett, Emily Garrity, Demar Harris, Susan Huwe, Sylvia Johnson, Scott Jones, Tim Kirschner, Eric Kurtz, Lacie Mayer, Laura Naselli, Eric Pfligler, Jennifer Serino, Suzanne Stidham

Absent: Lorenzo Bess, LaMar Black, John Bradarich, Greg Burns, Germain Castellanos, Dennis Kessler, Noelle Kischer, Kristi Long, Carlotta Roman, Arlene Santos-George, Gina Schuyler, Monika Schwander

I. Call to Order

Chairwoman Stoneman called the meeting to order at 9:02 AM. A quorum was present.

II. Approval of Minutes

Minutes will be approved during the August committee meetings. No action took place.

III. Public Comment

There was no public comment.

IV. Chairwoman's Report

Chairwoman Stoneman announced that the Executive Committee convened an Employer Connections Task Force to heighten business engagement efforts, strengthen the Ecosystem, and provide strategic direction for employer connection initiatives. The Task Force met on April 17, 2018 to discuss the business engagement plan for 2018. They reviewed business services offered by various entities in Lake County in the workforce system.

Chairwoman Hammerlund welcomed two new members to the Talent Pipeline Committee: Lacie Mayer, Employment & Training Manager at Six Flags Great America (Lacie Mayer is also a LCWDB Board member); and Eric Pfligler, Talent Development Consultant at the College of Lake County.

V. Old Business

There was no old business to conduct.

VI. New Business

1. Discussion of Business Needs and Workforce Solutions with Local Employers
 - Kimberly Wimer; Human Resource Manager; Laser Precision, LLC
 - Lee Goldberg; Director of Operations; Eirich Machines, Inc.

Kimberly Wimer from Laser Precision and Lee Goldberg from Eirich Machines discussed their experience with the workforce system, including their hiring and talent needs, the services they utilized in the workforce system, and ways in which the workforce system could partner with businesses to address trends and needs within high-demand industries in Lake County. Committee discussed workforce needs at length.

2. **Action Item**

[Attachment A](#)

Review and Approve Lake County Workforce Development Board Service Policies:

- Incentives Policy
- Work Experience Policy
- Youth Eligibility Requirements Policy
- Personally Identifiable Information Policy
- Follow-Up Policy
- Adult Priority of Service Policy

Member Serino explained that each standing committee provides oversight to policies relating to their responsibilities under the Board's strategic plan. Policies are reviewed annually to ensure alignment with federal and state regulations. She reviewed changes to existing policies and the purpose of each new policy. Redline copies are available upon request; contact WorkforceBoard@LakeCountyIL.gov.

Action: A motion was made by Member Beier, seconded by Member Everett, to approve Lake County Workforce Development Board Service Policies: Incentives Policy, Work Experience Policy, Youth Eligibility Requirements Policy, Personally Identifiable Information Policy, Follow-Up Policy, and Adult Priority of Service Policy. The motion carried.

3. **Review:** Lake County Partners 3rd Quarter Business Outreach Program Metrics

[Attachment B](#)

Member Considine presented metrics from Lake County Partners' Business Outreach Program from July 1st, 2017 through March 31st, 2018 to Committee. Lake County Partners intends to meet performance measure goals by June 30, 2018. Over time, data from other Ecosystem partners will supplement the report.

This item was reviewed.

4. **Review:** Workforce Development Department 3rd Quarter Business Service Outcomes

[Attachment C](#)

Member Harris reviewed Workforce Development Department's 3rd quarter business services outcomes from July 1st, 2017 through March 31st, 2018 with Committee. The report now includes feedback from employers to gauge satisfaction with the Business Services Team delivering workforce solutions.

This item was reviewed.

5. **Review:** Approved Training Provider and Training Program List for LWIA 1

[Attachment D](#)

Mandi Freeman reviewed Attachment D with Committee. She explained that the LCWDB is responsible for determining eligibility for training programs in Lake County to receive WIOA Title I funds for the provision of training services to WIOA participants. She reviewed the list of approved training programs as well as the process for initial certification. This list will be reviewed with Committee on an annual basis.

This item was reviewed.

VII. Talent Pipeline Committee Strategic Plan

No additional discussion took place.

VIII. Employer Connections Committee Strategic Plan

1. Employer Engagement Example: Henrico County, VA High School “Signing Day”

- <http://henricoschools.us/33000-likes-henrico-schools-signing-day-for-students-entering-the-workforce-strikes-chord-on-social-media/>
Chairwoman Stoneman referenced Henrico County, VA High School “Signing Day” as an example of creative employer engagement initiatives. She encouraged Committee members to provide additional examples.

IX. Board & Committee Engagement

1. Lake County Workforce Development Board Sponsored Event – July 12, 2018

- Global Solutions for Workforce and Economic Development
Mandi Freeman explained that the Media Plan Task Force of the Executive Committee seeks to increase Board-sponsored events around workforce development topics. An event is scheduled for July 12, 2018 (tentatively 9:00 AM – 11:00 AM). It is a presentation on international perspectives of economic and workforce development. It will address global trends affecting labor market and workforce innovations from around the world.

X. Upcoming Board & Committee Meetings

1. Workforce Development Board Meeting – June 28, 2018 at 8:00 AM
2. Talent Pipeline Committee Meeting – August 15, 2018 at 9:00 AM
3. Employer Connections Committee Meeting – August 21, 2018 at 9:00 AM

No additional discussion took place.

XI. Adjournment

A motion was made by Member Beier, seconded by Member Everett, that this meeting be adjourned.

The meeting was adjourned at 10:07 AM.