

**Lake County Workforce Development Board
Employer Connections Committee
Meeting Minutes
Tuesday, March 20, 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 Karen Stoneman, Kevin Considine, John Bradarich, Emily Garrity, Demar Harris, Susan Huwe, Sylvia Johnson, Dennis, Kessler, Noelle Kischer, Eric Kurtz, Jennifer Serino, Suzanne Stidham

Absent: Scott Jones, Carlotta Roman, Arlene Santos-George

I. Call to Order

Chairwoman Stoneman called the meeting to order at 9:00 AM. A quorum was present.

II. Approval of Minutes

December 19, 2017

January 16, 2018

[Attachment A](#)

[Attachment B](#)

Action: A motion was made by Member Considine, seconded by Member Bradarich, that the minutes from the two Committee Meetings be approved. The motion carried.

III. Public Comment

There was no public comment.

IV. Chairwoman's Report

Sean Hogan—Executive Director of Institutional Effectiveness, Planning, and Research at the College of Lake County (CLC)—will deliver a presentation to the Lake County Workforce Development Board at the next Board meeting on April 26. The presentation will cover findings from CLC's most recent environmental scan and will solicit feedback from the LCWDB regarding workforce development strategies and needs within Lake County.

V. Old Business

There was no old business to conduct.

VI. New Business

1. Committee member discussion around employer engagement
 - A Resource Guide to Engaging Employers
 - Discussion Questions
 1. How do we engage businesses to address immediate needs?
 2. How do we engage businesses at a high-impact, strategic level?
 3. How do we cultivate long-term employer relationships?
 4. How do we work with employers around specific plans?

[Attachment C](#)

The committee discussed employer engagement around the discussion questions at length. Mandi Freeman will collect and synthesize notes from the discussion which will then be revisited by Committee at the next standing meeting on May 16, 2018.

VII. Employer Connections Committee Strategic Plan

1. Lake County Workforce Development Ecosystem

- Ecosystem partners – Update

Members Considine and Harris reported activity that has occurred over the past few months from the combined efforts within the Ecosystem, including business outreach and business services. They highlighted the many career expos that have taken place at area high schools with employers and training providers around key industries, including: Manufacturing, IT, Health Services, and Transportation/Logistics.

2. Labor Market Data

- High Priority Occupations Discussion – February 22, 2018
 - Methodology (dissents and similarities), terminology, and data limitations

Mandi Freeman explained that a subset of the Data Users Group—including CLC, Workforce Development Department, and Lake County Partners—are meeting to discuss the process by which each entity identifies high priority occupations to align methodologies and document the differences in approaches. Information will be captured in a centralized location for informational and planning purposes.

- Lake County Data Users Group meeting – May 7, 2018
 - Data Resource Inventory Survey

Mandi Freeman explained that the Lake County Data Users Group—headed by Bethany Williams at Lake County Partners—has taken initiative to develop a Data Resource Inventory that will serve as a navigational tool for the public. The inventory will note key what data agencies in Lake County provide.

3. Sector-Based Career Pathways

No additional discussion took place.

VIII. Board & Committee Member Engagement

Committee members discussed the Employer Connection Update delivered in February via email which highlighted metrics and business services associated with Lake County Partners' Business Outreach Program. This update will be provided on months that Committee does not meet to maintain engagement. Mandi Freeman requested that all questions and comments be sent directly to her.

IX. Upcoming Board & Committee Meetings

1. Workforce Development Board Meeting – April 26, 2018 at 8:00 AM
2. Employer Connections Committee Meeting – May 15, 2018 at 9:00 AM

X. Adjournment

A motion was made by Member Bradarich, seconded by Member Stidham, that this meeting be adjourned.

The meeting was adjourned at 10:05 AM