

**Lake County Workforce Development Board**  
**Operations Committee**  
**Regular Meeting Minutes**  
**Monday, October 21, 2019 at 9:00 AM**  
**Job Center of Lake County, 1 N. Genesee Street, Waukegan, IL**

**Present:** Chairwoman Laura Crivlare, Charles Ivy, Eva Locke, Edith Salinas, Jennifer Serino, Arlene Santos-George, Ginny Weekly, Jennifer Yonan

**Absent:** Elizabeth Gelacio, Reni Mitova, Ofelia Navarro, Carlotta Roman, Tameka Wilson

**I. Call to Order**..... Laura Crivlare, Committee Chair  
*Chairwoman Crivlare called the meeting to order at 9:07 AM. A quorum was present*

**II. Approval of Minutes** – June 3, 2019 [Attachment A](#)  
*Action: A motion was made by Member Locke, seconded by Member Santos-George that the minutes be approved for June 3, 2019. The motion carried.*

**III. Public Comment**  
*There was no public comment.*

**IV. Chairwoman’s Report**..... Laura Crivlare  
*There was no Chairwoman’s report.*

**V. Old Business**  
○ WIOA Service Integration Self-Assessment and Action Plan [Attachment B](#)  
*Laura Gergely reviewed the WIOA Service Integration Action Plan with the committee and thanked them all for participating in the planning process.*

**VI. New Business**  
● **Review**  
○ LWIA 1 - Required Revisions of the Job Center of Lake County Memorandum of Understanding [Attachment C](#)  
*Laura Gergely reviewed attachment C with the committee. She shared that the Workforce Innovation and Opportunity Act (WIOA) Interagency Technical Assistance Team, which consists of state-level partners of all required programs encompassed by WIOA, has reviewed the Memorandum of Understanding (MOU) submitted by Local Workforce Innovation Area (LWIA) 1 and have some required modifications. All required revisions are due no later than October 31, 2019.*

- Job Center of Lake County 4<sup>th</sup> Quarter One Stop Operator Report Attachment D  
*Member Locke reviewed the 4th quarter One Stop Operator Report with the committee. A reminder that the WIOA Summit for 2020 will be in Peoria on April 28 and 29. Please mark your calendar.*
- Upcoming Planning Activities and Deadlines
  - ✓ Unified State Plan– March 31, 2020
  - ✓ Perkins State Plan – March 31, 2020
  - ✓ Regional and Local Plans – March 31, 2020 Attachment E
    - i. Planning Webinar: October 22 – 1pm: Registration link:  
<https://attendee.gotowebinar.com/register/3892986246946045197>
  - ✓ Job Center MOUs – June 30, 2020 – July 1, 2020 (January 2020)
  - ✓ One Stop Certification – July 1, 2020 (May 2020)

*Member Serino reviewed the upcoming planning schedule with the committee. She encouraged all partners to attend the planning webinar on October 22.*

## VII. Operations Committee Strategic Plan

- WIOA Partners Implementation Plan
  - a. One-Stop Operator
  - b. Local Workforce Innovation Area 1 Regional Plan and Local Plan
  - c. Job Center of Lake County MOU & Cost Sharing Agreement

*Items were reviewed earlier in the meeting.*

## VIII. Upcoming Board & Committee Meetings

- Workforce Development Board Meeting – **November 21, 2019** at 8:00am
- Operations Committee Meeting – 2020 Schedule TBD

*Chairwoman Crivlare announced that the next Board meeting is scheduled for November 21st at the Lake County Federation of Teachers, 248 Ambrogio Drive, Gurnee. Once the 2020 schedule is finalized, Laura Gergely will send out the next committee meeting date.*

## IX. Adjournment

*A motion was made by Member Serino and seconded by Member Weekly to adjourn the meeting. The meeting was adjourned at 9:50 AM.*