

**Lake County Workforce Development Board**  
**Executive Committee**

**MINUTES**

**Thursday, April 23, 2020 at 8:00 AM**

**Zoom Meeting URL:**

<https://zoom.us/j/92337269977?pwd=RVpueU13RXNkUmNWVhLQkdhU1F5dz09>

*Attachments are available upon request: [WorkforceBoard@LakeCountyIL.gov](mailto:WorkforceBoard@LakeCountyIL.gov)*

**Present:** Chairman Warrington, Laura Crivlare, Chris Hammerlund, Jennifer Harris, Tim Dempsey, Tony Figueroa, Dennis Kessler, Edward Melton, Lori Suddick, Mike Rummel, Jennifer Serino

**Absent:** Karen Stoneman

**I. Call to Order**.....Andrew Warrington, Committee Chairman  
*Chair Warrington called the meeting to order at 8:02 AM.  
A quorum was present.*

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

**III. Chairman’s Report**..... Andrew Warrington  
*There was no public comment*

**IV. Consent Agenda**

- 1. Committee Meeting Minutes – February 1, 2020 [Attachment A](#)
- 2. Rapid Response Dislocated Worker grant in the amount of \$14,891.00 [Attachment B](#)
- 3. Job Center of Lake County MOU PY20 Draft Operating Budget for July 2020 - June 2021 [Attachment C](#)
- 4. Notice of Intent to Apply for Certification of One Stop Center and Process [Attachment D](#)

**Action: A motion was made by Member Dempsey, seconded by Member Kessler that the Consent Agenda be approved.  
The motion carried.**

**V. Action Items**

- 1. Approve Revisions to Workforce Board Policies [Attachment E](#)  
**Action: A motion was made by Member Melton, seconded by Member Kessler, to approve the revisions to the Workforce Board Policies.  
The motion carried.**

- 2. Approve WIOA funds to be used to pilot a program with LinkedIn Learning [Attachment F](#)  
**Action: A motion was made by Member Harris, seconded by Member Dempsey, to approve WIOA funds to be used to pilot a program with LinkedIn Learning.  
The motion carried.**

*Member Serino shared that 327 LinkedIn Learning Pro licenses at \$86.30 per license per learner per year for a total of \$29,430 is the proposal. LinkedIn Learning leverages skills data from LinkedIn, the world's largest professional network, to inform the courses developed. LinkedIn Learning combines industry-leading content from Lynda.com with personalized course recommendations based on insights from LinkedIn's network. The Workforce Development Department will pilot a program utilizing the training modules within LinkedIn Learning to help customers boost their job skills and enhance their professional profiles. Continuous and on demand training and education is crucial in these ever-changing times.*

## **VI. Old Business**

1. Lake County Workforce Development Board's Strategic Plan [Attachment G](#)  
*Chair Warrington shared that for the past few months the Strategic Plan Workgroup has been working to create a document to lead the WIB's efforts for the next four years. The committee chairs met in early March to review and modify the draft strategic plan. Attachment G is the outcome of these efforts.*
2. Workforce Development Board Economic Interest Statement Extension  
*Chair Warrington stated that after consulting with the State's Attorney's Office, we found that the Executive Order issued by the Governor in response to COVID-19 gives an extension to 30-days following the termination of the proclamation, presuming there are no other extensions, it would move the May 1st filing deadline to May 31ST.*
3. Workforce Innovation and Opportunity Act Regional & Local Plans  
*Chair Warrington announced that both the Regional and Local plans for 2020 through 2024 were submitted to DCEO in late March. The technical assistance team will review the plans from now till June and the plans will be approved July 1, 2020.*

## **VII. New Business**

1. CARES Act
2. Statewide WIOA Rapid Response Funding - layoff aversion activities in response to the COVID-19
3. DOL Youth Apprenticeship Funding Opportunity  
*Member Serino shared that the CARES Act had \$360 million appropriated to the Department of Labor, \$345 Million of this is to be used for the Employment Training Administration. The act also allows for 20% to be allocated to administrative services. The Workforce Board is working with the Illinois Department of Commerce and Economic Opportunity (DCEO) to provide small businesses and non-profits with reimbursement grants during this health crisis. These grant funds can help you equip your business with strategies that assist in mitigating layoffs and adhering to "social distancing" provisions established by state and federal health entities. Allowable Strategies and Costs include the following: Payment for special cleaning & sanitization services, purchase of software and hardware for remote working, cost of conversion to call center/remote work environments, cross functional or transitional training and production of essential goods and services needed to support COVID-19 response. Anyone interested can contact myself or Jeff Hubert. We are also exploring a DOL Youth Apprenticeship Funding grant.*

## **IX. Updates & Information**

1. National Association of Workforce Boards  
*Member Harris gave an overview of the efforts of NAWB due to COVID-19. She encouraged the board to check out the resources on the website: <https://www.nawb.org/COVID.home>. She shared that the FORUM has been reschedule for late June and is looking at a virtual platform so many can still attend.*
2. Illinois Workforce Innovation Board  
*Chairman Warrington shared that the next full board meeting is scheduled for June 18, 2020 in DuPage, Illinois. The Illinois Workforce Innovation Board (IWIB) introduced the first edition of a monthly IWIB*

Newsletter being published to share stories regarding IWIB activities and members, State and local best practices, WIOA partners and programs, and other events around workforce and education. The can be found here: [IWIB website](#).

3. College of Lake County

o Small Business Administration

*Mitch Bienvenue from CLC's Small Business Development gave an update on the services and outreach they have currently undertaken due to COVID-19. Member Suddick announced that the college is doing their very best to support they normal daily activities during this time of uncertainty related to the global outbreak of COVID-19. CLC campuses are closed to students, community members and non-essential employee functions. Classes have moved to an alternative learning model. Campus operations will be offered through remote service as follows. Many departments offer phone, email, and virtual services so students can access needed supports without visiting campus. Member Suddick announced the plan for CLC's summer schedule:*

- *Intersession May 19 – June 5 (Registration open, featuring Online Anytime and Online Live Options)*
- *Summer Session June 8 – July 30 (Registration open, featuring all three options)*
- *Summer Boost July 6 – August 8 (Registration opens April 27)*

*She shared that Lancers Keep Learning Fund was established to help CLC students economically impacted by COVID-19, the college and the CLC Foundation have allocated \$140,000 for the Lancers Keep Learning Fund. Through this fund, eligible students will be provided with financial assistance and resources to cover critical basic needs such as: food insecurity, utility bills such as rent and cell phone bills and technology costs and tools to continue to learn from home.*

4. Illinois Department of Employment Security

*Member Crivlare shared that the week ending on April 14 we had 201,000 claims and the week ending on April 11 had 141,000 claims. She announced a new process in order to respond to the extremely high volume of unemployment benefit claims due to COVID-19, IDES has implemented the following schedule for those filing claims online and over the phone:*

*Online Filing Schedule:*

- *Those with last names beginning with letters A-M will be asked to file their claims on Sundays, Tuesdays, or Thursdays.*
- *Those with last names beginning with letters N-Z will be asked to file their claims on Mondays, Wednesday, Fridays.*
- *Saturdays will be available for anyone to accommodate those who could not file during their allotted window.*

*She also shared that he federal government recently passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act, legislation that will address the dramatic economic crisis brought on by COVID19, which includes the following federally funded unemployment benefits expansions:*

- **Federal Pandemic Unemployment Compensation (FPUC)** FPUC provides an additional \$600 per week for individuals receiving regular unemployment benefits, PUA, PEUC, or extended benefits if they are triggered under Illinois law, beginning March 29, 2020 and concluding the week ending July 25. FPUC has been fully implemented and disbursement has begun.
- **Pandemic Emergency Unemployment Compensation (PEUC)** PEUC provides up to 13 additional weeks of federally funded unemployment benefits for individuals who have

*exhausted regular unemployment benefits. IDES received USDOL guidelines on April 10 and expects the program can be implemented through the current IDES computer system the week of April 20, 2020.*

- **Pandemic Unemployment Assistance (PUA)** PUA provides up to 39 weeks of federally funded unemployment benefits to individuals not typically eligible for unemployment benefits, including independent contractors and sole-proprietors who have become unemployed as a direct result of COVID-19.

5. Workforce Development Department

- Rapid Response Activities
- WIOA PY'20 Allocations
- Re-opening the Job Center

*Member Serino gave an updated of Workforce Development Department activities. She shared that the PY'20 allocations have not been announced and the state of the summer youth program is still at a standstill until further notice from Lake County. Rapid response activities are still active but remotely. Reopening the Job Center is priority. We will follow the direction of the county and will share the plan with the board once developed and finalized.*

**X. Business & Finance Updates**

PY 2019 3<sup>rd</sup> Quarter Expenditure Report will be shared at the May 6, 2020 Executive Committee Meeting.

**XI. Upcoming Board & Committee Meetings**

1. Executive Committee Meeting – May 6, 2020 at 8:15 AM
2. Workforce Board Meeting – June 25, 2020 at 8:00 AM  
*Chair Warrington announced that the next Board meeting will be held on June 25 at 8:00 AM and the next Executive Committee meeting is May 6th via ZOOM.*

**XII. Adjournment**

**A motion was made by Member Melton, seconded by Member Harris , that this meeting be adjourned. The meeting was adjourned at 9:35 AM.**