

**Lake County Workforce Development Board**

**Executive Committee**

**Minutes**

**Wednesday, May 6, 2020 at 8:15 AM**

**Zoom Meeting URL:**

<https://zoom.us/j/97155675889?pwd=OFpaNDluWlkyamxJV01GcHM5N0Z6Zz09>

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

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

**I. Call to Order** .....Andrew Warrington, Committee Chairman  
*Chair Warrington called the meeting to order at 8:15 AM.  
A quorum was present.*

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

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

**IV. Consent Agenda**

1. Committee Meeting Minutes – April 23, 2020 [Attachment A](#)  
**Action: A motion was made by Member Dempsey, seconded by Member Melton that the Consent Agenda be approved.  
The motion carried.**

**V. New Business**

1. Discussion and Action Planning
  - o Economic Recovery and Resiliency Planning
  - o Industry Sector Strategies
  - o Data Required for Recovery*Member Serino lead a conversation a conversation around planning for the future, strategies and what is needed to make the correct decisions.*

**VIII. Updates & Information**

1. National Association of Workforce Boards  
*NAWB announced that the FORUM is moving to All-Virtual Format, Dates Confirmed for June 29 - July 1, 2020. Member Harris wanted to reiterate that NAWB is committed to providing its members with world-class resources and professional development through our annual convening. More to come on the process and layout of the event.*
2. Illinois Workforce Innovation Board  
*The IWIB Summer Meeting is scheduled for June 16<sup>th</sup> remotely. March Newsletter can be located [here](#).*
3. Workforce Development Department
  - o Reopening of the Job Center

- Youth Programs
- PY'20 WIOA Allocations

*Member Serrino gave an update from the Workforce Development department. She included that we are working on the plan going forward to open the Job Center to the staff and then to the public. This is a work in progress and updates will be given once a plan is solidified. We are working with DCEO and Lake County to make a safe plan that best serves all involved.*

*The Lake County Workforce Development Board (LCWDB) and Lake County Purchasing issued a Request for Proposals (RFP) on Wednesday, January 15, 2020 to solicit proposals to deliver WIOA Youth Programs throughout Lake County. The RFP included an estimated annual total of \$750,000 in WIOA funds available through this RFP. Each proposal cannot exceed \$100,000 and must provide a plan to serve no more than 15 WIOA eligible youth. The LCWDB received four proposals from the following entities: Employee Connections, North Chicago High School (District 187), The Community Works, and First Institute Training & Management, Inc. Negotiations took place the week of April 13, 2020 and include program deliverables, program performance, and budgets. Final budget and performance will be brought to the committee as part of the budget approval process in June 2020.*

*The Illinois Department of Commerce & Economic Opportunity (DCEO) issued Workforce Innovation and Opportunity Act (WIOA) Notice No.19-NOT-05 on Wednesday, May 6, 2020 regarding notification of WIOA Title IB PY'20 Formula Funding. Lake County's total allocations is \$6,580,878 – that is an increase of \$2,003,884.*

**IX. Business & Finance Updates**

1. 3<sup>rd</sup> Quarter Grant Expenditure Report
2. 3<sup>rd</sup> Quarter Contract Expenditure Report

[Attachment B](#)  
[Attachment C](#)

*Member Serino reviewed the Grant Expenditure Report and the Contractor Expenditure Report. All budgets are on track.*

**X. Upcoming Board & Committee Meetings**

1. Executive Committee Meeting – June 3, 2020 at 8:15 AM
2. Workforce Board Meeting – June 25, 2020 at 8:00 AM

*Chairman Warrington announced that the next WIB meeting will be held on June 25 at 8:00 AM and the next Executive Committee meeting is June 3rd at 8:15 AM – both will be done via Zoom.*

**XI. Adjournment**

*A motion was made by member Harris and second by member Melton that the meeting be adjourned. The meeting was adjourned at 9:13 AM.*