



**MISSION**

To ensure a workforce is equipped for today and prepared for tomorrow.

**VISION**

To be the leader of the Lake County workforce system that produces a highly skilled workforce and powers the region's economic vitality and quality of life.

**Workforce Development Board  
Minutes**

**Thursday, November 19, 2020 at 8:00 AM**

**Zoom Meeting URL:**

<https://zoom.us/j/91743867332?pwd=L0pVYzRKTEN5VIU3V3JHRWVITXVzQT09>

Present: Chairman Andrew Warrington, Vicechair Stoneman, Kevin Considine, Laura Crivlare, Michael Darling, Tim Dempsey, Carrie Espinosa, Josh Fisher, Emily Garrity, Chris Hammerlund, Jennifer Harris, Dennis Kessler, Edward Melton, Noelle Kischer, Kristi Long, Kathryn Nellis, , Carlotta Roman, Arlene Santos-George, Michael Rummel, Carla Schroeder, Jennifer Serino, Patrick Statter, Lori Suddick, Kim Wimer, Roycealee Wood

**I. Call to Order** ..... Andrew Warrington, Chairman

*Chairman Warrington called the meeting to order at 8:02 AM.*

*A roll call was made, and a quorum was present.*

**II. Public Comment**

*No public comment was made.*

**III. Chairman's Report** ..... Andrew Warrington

- Welcome to the New Lake County Workforce Development Board Members

*Chairman Warrington welcomed and introduced the new members that include:*

- o *Michael Darling, Owner – Farmers Insurance*
- o *Carrie Espinosa, Owner – Horizon Benefit Services*
- o *Josh Fisher, President/Owner – Fisher Paper Products*
- o *Carla Schroeder, Talent Acquisition Director – Consumers Credit Union*

- New Board Member Orientation Session – December 2, 2020 at 8:15AM

*Chairman Warrington shared that to better onboard the new LCWDB members, Tim Dempsey will lead the planning efforts for the LCWDB New Member Orientation Session. To ensure current board members can attend and participate it will be scheduled for December 2nd at 8:15AM (via Zoom) in lieu of the December Executive Committee meeting. Please attend if your schedule allows.*

**IV. Consent Agenda Items**

**Approve:**

- September 2020 Board Meeting Minutes Attachment A.1
- 2021 Board and Committee Meeting Schedule Attachment A.2
- Modification to Policy 1: Procurement Attachment A.3
- Job Center of Lake County Memorandum of Understanding Required Revisions Attachment A.4
- Modifications to the LCWDB WIOA Local Plan - Chapter 5: Performance Goals and Evaluation Attachment A.5
  - PY'20/'21 Local Performance Goals

**Review:**

- Workforce Board Brief Attachment A.6

*Action: A motion was made by Member Stoneman, seconded by Member Harris that the Consent Agenda be approved.*

*A rollcall vote was made, and the motion carried.*

**V. Action Item**

- Approve the modifications of the Lake County Workforce Development Board By-Laws updating the Committee structure with the addition of a Finance and Compliance Committee.
  - Article V, Section 1 Committees and Section 7 Description and Duties of the Finance and Compliance Committee

*Action: A motion was made by Member Melton, seconded by Member Kischer, to approve the modifications of the Lake County Workforce Development Board By-Laws updating the Committee structure with the addition of a Finance and Compliance Committee.*

*A rollcall vote was made, and the motion carried.*

**VI. United Way of Lake County 211 Update**

Presenter:

Julie Gordon, Board member, United Way of Lake County

*Chairman Warrington welcomed Julie Gordon, United Way of Lake County Board member. Julie is here today to give us an update of the first year of 211 here in Lake County. The full presentation can be found [here](#).*

**VII. Success Stories**

*Chairman Warrington shared that he hoped to end the year on a positive note by highlighting some successes from Workforce Development and our partners during this vital and difficult time in our community. Three success stories were shared with the Board. You can find the presentation [here](#).*

- **Abbott Laboratories Hiring Event**

Presenters:

Shyrl Hoover, Senior Director of Projects, Abbott Laboratories

Jeff Hubert, Employment Specialist, Lake County Workforce Development

- **Transform Lake County**

Presenter:

Jesus Ruiz, Dean of Lake Shore Campus, College of Lake County

- **USDOL Dislocated Worker Training Grants – Contract Tracers**

Presenters:

Jennifer Serino, Director, Lake County Workforce Development

Claire Cody, Career Specialist, Lake County Workforce Development

**VIII. Workforce Board Strategic Plan**

- Create a culture of equitable prosperity

- o Equity Task Force Update

*Member Roman and Garrity gave an update on the Inclusive Leadership Institute.*

- Continue to be the Workforce Innovative Leader

- o Communication and Marketing Request for Proposal

*Laura Gergely shared that the RFP process is coming to an end and an announcement will be shared in December.*

**IX. Business and Finance Office Update**

- Lake County Workforce Development Grant Expenditure Report

Attachment C

- Lake County Workforce Development Contract Report PY19 and PY20

Attachment D

*Member Serino reviewed the current Business Reports with the committee and stated that the new Finance and Compliance will start doing a deeper dive in both reports in 2021.*

**X. Next Board Meeting**

- Workforce Development Board Meeting – Thursday, February 25, 2021 at 8:00AM

*Board Chairman announced the next meeting will be on February 25, 2021 via Zoom.*

**XI. Adjournment**

*A motion was made by member Kessler and seconded by member Hammerlund that the meeting be adjourned.*

*The meeting was adjourned at 9:28 AM.*