



LCWDB Executive Committee Meeting Agenda

February 19, 2025, at 8:15 AM

Job Center of Lake County

1 N. Genesee St. Waukegan, IL 60085

I. Call to Order

II. Public Comment

III. Chair Report

IV. Consent Agenda

1. Approve January 2025 Executive Committee Minutes

[Attachment A](#)

V. Action Items

1. Approve revision of Policy 22 – Employer Incentives for Apprenticeships
2. Approve the Chamber of Commerce Initiative Grant Agreements totaling
3. Approve the Opportunity Youth Program Grant Agreements

[Attachment B](#)

[Attachment C](#)

[Attachment D](#)

VI. Regular Agenda

1. Advocacy Planning & WIOA Reauthorization

VII. PY 24 Program Plan Updates as Available

1. Job Center
2. CEJA
3. Local Chamber Engagement
4. Opportunity Youth Community programs
5. Industry Sector Initiatives

VIII. Upcoming Board & Committee Meetings

LCWDB Board of Directors Meeting	February 27, at 8:00 AM
Talent Pipeline Committee Meeting	March 11, at 9:00 AM
Operations Committee Meeting	March 14, at 9:00 AM
Employer Connections Committee Meeting	March 18, at 9:00 AM
Executive Committee Meeting	March 19, at 8:15 AM

IX. Adjournment



LCWDB Executive Committee Meeting Minutes

Wednesday, January 15, 2025, at 8:15 AM

College of Lake County, Room A133

19351 W Washington St, Grayslake, IL 60030

Present: Kevin Considine, Timothy Dempsey, Jennifer Harris, Marcus Jordan, Dr. Michael Karner, Dennis Kessler, Dr. Carlotta Roman, Mary Ross-Cunningham, Jennifer Serino, Dr. Lori Suddick, Kimberly Wimer

Absent: Laura Crivlare, Kathy Dunaj, Ed Gallagher, Dr. Andrew Warrington

I. Call to Order..... Kimberly Wimer, Chairwoman

*The meeting was called to order on **Wednesday January 15, 2025, at 8:15 AM** by Executive Committee Chairwoman Kimberly Wimer.*

II. Public Comment

No public comments were made.

III. Chairman’s Report.....

- *Chairwoman Kimberly Wimer welcomed the committee to the first in-person meeting of 2025 and extended wishes for a productive and successful new year. Chairwoman Wimer emphasized the importance of the discussions ahead (particularly those related to the Strategic Plan funding diversification, and ongoing programs).*

IV. Reports

- *Dr. Michael Karner, Regional Superintendent of Schools, provided an update on the federal grant received by the Regional Office of Education:*
 - i. Dr. Karner shared that the ROE has been awarded a \$9.9 million federal grant to support elementary schools in Lake County over the next five years.*
 - ii. The grant will focus on enhancing Positive Behavioral Interventions and Supports (PBIS) and Multi-Tiered Systems of Support (MTSS) to improve academic outcomes, student mental health, and overall well-being.*
 - iii. A key component of the grant includes developing a professional development system to*

ensure educators have access to ongoing training and can meet professional licensure requirements.

- iv. *Dr. Karner also mentioned that efforts are underway to explore bringing Dolly Parton's Imagination Library to Lake County, which, if implemented, would provide children aged 0-5 with a free book each month to promote early literacy.*

V. **Consent Agenda**

- *November 2024 Executive Committee Minutes (Attachment A) were reviewed.*
 - **Motion:** *Timothy Dempsey*
 - **Second:** *Dennis Kessler*
 - **Outcome:** *The minutes were unanimously approved without amendments.*

VI. **Regular Agenda**

- **Strategic Plan Discussion** – *The Executive Committee undertook an in-depth review of strategies to foster excellence and accountability while ensuring sustainable growth:*
 - i. **Key Topic:** *Diversifying funding sources to support and expand workforce initiatives*
 1. *Members highlighted the importance of philanthropic funding, private sector partnerships, and enhanced employer engagement*
 2. *Suggestions included investing in innovative programs such as mobile job center, which would enhance accessibility for underserved communities*
 3. *Members emphasized the need for scalable programs, with a focus on justice-involved individuals and youth*
- **WIOA Reauthorization** – *The Executive Committee discussed the challenges associated with WIOA reauthorization:*
 - i. *Concerns were raised regarding the potential state-level consolidation of workforce boards, which could limit local control*
 - ii. *The need for strong advocacy to preserve local decision-making authority was stressed*
- **CEJA (Climate and Equitable Jobs Act) Updates:**
 - i. *Progress on pre-apprenticeship training and Clean Energy ridge Programs were noted*
 - ii. *Partnerships with local organizations, including the College of Lake County, continue to support program implementation*
- **Opportunity Youth Community Programs** – *The ongoing RFP process was reviewed:*
 - i. *A joint meeting of the Talent Pipeline and Employer Connections Committees will be*

held on February 12, 2025, to evaluate proposals

ii. Final recommendations will be presented at the February Executive Committee Meeting

- **Industry Sector Initiatives** – *The Executive Committee discussed efforts to strengthen engagement with local chambers of commerce and employers:*

i. Challenges in connecting with large employers, such as Grainger, were noted

ii. Plans were outlined to enhance outreach and education about workforce development services

VII. **State and National Updates**

- **IWIB** – *Jennifer Harris reported on developments from the Illinois Workforce Innovation Board (IWIB):*

i. IWIB adopted a new strategic plan emphasizing committee realignment to streamline efforts

ii. Diversity, Equity, and Inclusion (DEI) initiatives were integrated into the Continuous Improvement Committee

iii. Ongoing efforts focus on employer engagement and improving delivery systems

- **NAWB** – *Jennifer Serino provided insights from the National Association of Workforce Boards (NAWB):*

i. WIOA reauthorization remains a contentious issue. The prior version of the bill will not be revisited, and legislative efforts are expected to restart due to changes in Congressional leadership

ii. NAWB has announced changes to its annual forum, moving the 2026 and 2027 events to Las Vegas and Chicago, respectively. Additionally, Policy Days in Washington, DC, will continue annually to engage with federal legislators

VIII. **Updates/Other Items**

- **LCWDB Employer Connections Committee Meeting**

i. Tuesday, January 21, 2025, at 9:00

- **LCWDB Executive Committee Meeting**

i. Wednesday, February 19, 2025, at 8:15 AM

- **LCWD Board of Directors Meeting**

i. Thursday, February 27, 2025, at 8:00 AM

IX. **Adjournment**

The meeting was adjourned at 9:39 AM following a motion and approval by the committee.



Lake County Workforce Development Board
February 19th, 2025

Action

Approve the proposed revision of Policy 22 – Employer Incentives for Apprenticeships, incorporating updates to align with State Apprenticeship Expansion Grant funding requirements and enhanced eligibility criteria.

The Executive Committee will vote on this revision before submission to the full Board for final approval.

Background

The State of Illinois Workforce Innovation Board (IWIB), through WIOA Notice 22-NOT-05, has provided updated guidance on employer incentives for apprenticeship expansion under the Apprenticeship Illinois Expansion Grant Fund. To remain in compliance and support increased participation in registered apprenticeships, LCWDB has reviewed and revised its Employer Incentive Policy (Policy 22).

Key Revisions to Policy 22

1. Expanded Eligibility Criteria:
 - Employers must be either registered sponsors of a DOL Registered Apprenticeship Program (RAP) or a hiring employer within an active RAP.
 - Employers must have engaged with LCWDB’s Apprenticeship Specialist for technical assistance between July 1, 2024 – April 30, 2025.
2. Clarified Allowable Uses of Incentive Funding:
 - Funds can support:
 - New apprenticeship program design and start-up costs
 - Classroom and online training for apprentices
 - Training supplies, curriculum development, and mentorship costs
 - Incentives cannot be used for wages.
3. Adjustment to Funding Allocation:
 - One-time incentive per newly registered apprenticeship program.
 - Funding amount not to exceed \$4,000 per employer, contingent on availability and number of approved applicants.
 - Employers must submit required documentation by May 16, 2025, with awards distributed in June 2025.
4. Notification & Documentation Requirements:
 - Employers will receive official notification via mail and email.
 - Required submission of:
 - Appendix A – Registered Apprenticeship Standards (*for new programs*)
 - Appendix D – Employer Acceptance Agreement (*for hiring employers under an existing RAP*)
 - DOL Form 671 – Program Registration & Apprenticeship Agreement (*for RAP expansion cases*)

Workforce Board Strategic Alignment

This policy update aligns with LCWDB’s goal of expanding apprenticeship opportunities and strengthening employer partnerships to support regional workforce needs.

Justification

The proposed changes align with the State’s 2024 Apprenticeship Expansion Goals and support regional workforce initiatives by:

- Increasing employer participation in registered apprenticeships.
- Expanding industry partnerships for work-based learning.
- Ensuring that Lake County remains eligible for continued state and federal funding.

Proposal Evaluation & Approval Process

The redlined draft and the updated policy document were reviewed by LCWDB staff, incorporating feedback from the State’s guidance memo on apprenticeship incentives.

Attachments for Review:

1. Redlined Draft – Policy 22 (PY23)
2. Revised Policy 22 (PY24)
3. State WIOA Notice 22-NOT-05 – Apprenticeship Expansion Memo

Recommended Motion

Motion to approve the revised Employer Incentive Policy (Policy 22 - PY24) and present it for full Board vote at the next scheduled LCWDB meeting.

Lake County Workforce Development Board

February 12th, 2025

Action

Approve the Chamber of Commerce Initiative Grant Agreements totaling no more than \$150,000, with the intent to award no less than two local Chambers of Commerce \$75,000 each to support workforce and economic development initiatives as recommended by the evaluation team.

Workforce Board Strategic Plan Key Imperative Alignment: Strengthening Business Engagement & Economic Growth

Background

Lake County Purchasing issued the Request for Proposal (RFP) #24384 to fund Chamber of Commerce initiatives supporting workforce innovation and business engagement under the Workforce Innovation & Opportunity Act (WIOA). The program fosters economic growth, enhances workforce readiness, and provides businesses with tools to expand employment opportunities. The RFP outlined total available funding of \$150,000, with a maximum award of \$75,000 per recipient.

Proposal Evaluation & Selection

LCWDB received 3 proposals requesting a total of \$225,000. Each proposal was evaluated based on organization background and experience, program description, expected outcomes, staffing plans and qualifications, and financial management plan and budget.

After evaluations and negotiations, final deliverables, performance metrics, and budgets were determined.

Budget & Participants

Proposer	PY'25 Budget
Lake Zurich Chamber of Commerce	\$75,000
Green Oaks Libertyville Mundelein Vernon Hills Chamber of Commerce (GMLV)	\$75,000

Lake County Workforce Development Board

February 2025

Action

Approve the Opportunity Youth Program Grant Agreements totaling \$504,306.30 to serve Opportunity Youth (ages 16-24) in Lake County as recommended by the evaluation team.

Workforce Board Strategic Plan Key Imperative alignment: *Accelerate Career Pathway*

Background

Lake County Purchasing issued the Request for Proposal (RFP) #24383 to fund Opportunity Youth Programs supporting WIOA-eligible out-of-school youth through job readiness training, work-based learning, and employment pathways. The program helps young adults overcome employment barriers by providing career coaching, skills training, and supportive services such as transportation and childcare. At least 30% of the budget must be allocated to work-based learning activities including internships, apprenticeships, and on-the-job training. The RFP noted the total funds available as \$500,000 with a maximum award of \$250,000 per subrecipient.

Proposal Evaluation & Selection

The LCWDB received 7 proposals requesting a total amount of \$1,246,985. Each proposal was evaluated and scored based on program design and implementation, outcome and evaluation, organizational capacity and experience, partnerships and collaboration, budget and justification. In addition, the highest scored proposals were invited for an interview conducted by the evaluation team. Following the evaluation and interview process, negotiations took place with the highest scoring proposals to finalize deliverables, performance metrics, and budgets.

Budget & Participants

Proposer	Participants Served	Award Amount
160 Driving Academy	18 Out-of-School Youth	\$128,571.30
SGA Youth & Family Services	25 Out-of-School Youth	\$248,535.00
Youth Conservation Corps (YCC)	18 Out-of-School Youth	\$127,200.00