

# **Lake County Illinois**

*Lake County Courthouse and Administrative Complex  
18 N. County Street  
Waukegan, IL 60085-4351*



## **Agenda Report - Final**

**Tuesday, May 27, 2025**

**1:00 PM**

**Assembly Room, 10th Floor or register for remote attendance at:  
<https://bit.ly/4k45QNK>**

**Diversity, Equity and Inclusion Committee**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings in one of two ways:

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

**RECORDING:** Meetings, to include Public Comment, will be recorded.

**PUBLIC COMMENT:**

An opportunity for Public Comment will be provided during the meeting in accordance with the Lake County Board Rules of Order and Operational Procedures. At the time of Public Comment, it will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@Lakecountyil.gov](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office, 18 N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

**PLEASE NOTE:** An individual is allowed 3 minutes total for one or more public comments.

Individuals providing Public Comment will provide the following information:  
Meeting: Diversity, Equity and Inclusion Committee (Subject line for written Public Comment)

Topic or Agenda Item #: (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment
6. Chair's Remarks
7. Unfinished Business
8. New Business

**CONSENT AGENDA (Item 8.1)**

**\*MINUTES\***

8.1 [25-0398](#)

Committee action approving the Diversity, Equity and Inclusion Committee minutes from February 25, 2025.

**Attachments:** [DEI 2.25.25 Final Minutes](#)

**REGULAR AGENDA**

8.2 [25-0772](#)

Joint resolution approving a contract with Carter Development Group, LLC, Tamarac, Florida, for an Employee Engagement Organizational Assessment in the amount of \$108,340 and authorizing a line-item transfer in the County Administrator's Office.

- The County issued a request for proposals (RFP) which was extended to 91 vendors, proposals were received from 27 vendors and one non-responsive vendor, and interviews were held with the top five ranked firms.
- Based on the criteria set forth in the RFP, an interdepartmental evaluation committee identified Carter Development Group, LLC as the most qualified firm and requested a Best and Final Offer (BAFO) to revise scope to ensure the focus was to embed psychological safety, emotional intelligence, respect in the workplace and belonging in Lake County operations.
- Carter Development Group, LLC submitted a BAFO focused on an Employee Engagement Organizational Assessment in the amount of \$108,340.
- The resolution authorizes a line-item transfer in the amount of \$93,340 from regular salaries and wages to consultants in the County Administrator's Office.

**Attachments:** [RFP 25158 DEI Assessment FINAL](#)

[Final Score Matrix](#)

[2025-05-07 Contract 25158 CLEAN DRAFT \(003\)](#)

[BAFO CarterDevGroup Lake County](#)

[Vendor Disclosure - Carter Development Group 12-15-2025](#)

**8.3     [25-0773](#)**

Presentation and Discussion on United Against Hate.

- A request was made of staff to provide an overview of strategies from national and regional United Against Hate initiatives.

**Attachments:**   [United Against Hate](#)

**9.     County Administrator's Report**

**10.    Executive Session**

**11.    Member Remarks and Requests**

**12.    Adjournment**

**Next Meeting: August 26, 2025**