

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, July 29, 2025

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/44ria5p>

Health and Community Services Committee

1. Call to Order

Chair Parekh called the meeting to order at 8:32 a.m.

2. Pledge of Allegiance

Member Knizhnik led the Pledge of Allegiance.

3. Roll Call of Members

Present 6 - Vice Chair Altenberg, Member Casbon, Member Ross Cunningham, Member Danforth, Member Knizhnik and Chair Parekh

Absent 1 - Member Maine

Other Attendees

In Person:

Sandy Hart, County Board Chair

Chris Anderson-Sell, Communications

RuthAnne Hall, County Administrator's Office

Gina Tuczak, Finance

Patrice Sutton, County Administrator's Office

Matt Meyers, County Administrator's Office

Jennifer Serino, Workforce Development

Kevin Quinn, Communications

Theresa Glatzhofer, County Board Office

Electronically:

Demar Harris, Workforce Development

Christine Sher, Stormwater Management

Sonia Hernandez, County Administrator's Office

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment

There were no comments from the public.

6. Chair's Remarks

Chair Parekh thanked Vice Chair Altenberg for leading the last Committee meeting.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Item 8.1)

MINUTES

8.1 [25-0918](#)

Committee action approving the Health and Community Services Committee minutes from June 24, 2025.

Attachments: [HCS 6.24.25 Final Minutes](#)

A motion was made by Vice Chair Altenberg, seconded by Member Knizhnik, that these minutes be approved. The motion carried by the following voice vote:

Aye: 6 - Vice Chair Altenberg, Member Casbon, Member Ross Cunningham, Member Danforth, Member Knizhnik and Chair Parekh

Absent: 1 - Member Maine

REGULAR AGENDA

WORKFORCE DEVELOPMENT

8.2 [25-0905](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Program Year (PY) 2025 Formula Grant and authorizing an emergency appropriation in the amount of \$8,516,791 for the Lake County Workforce Development Department.

Attachments: [Workforce Development PY'25 WIOA Grant July 2025](#)
[Workforce Development PY25 WIOA Grant Description July 2025](#)

Items 8.2 through 8.4 were discussed and voted on together.

Jennifer Serino, Workforce Development Director, explained that items 8.2 through 8.4 are to accept federal grant funding for the Workforce Development Department. Discussion ensued.

A motion was made by Member Cunningham, seconded by Member Casbon, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:

Aye: 6 - Vice Chair Altenberg, Member Casbon, Member Ross Cunningham, Member Danforth, Member Knizhnik and Chair Parekh

Absent: 1 - Member Maine

8.3 [25-0906](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Quality Jobs, Equity, Strategy, and Training (QUEST) Dislocated Worker Grant modification; and approving an emergency appropriation in the amount of \$135,000.

Attachments: [Workforce Development QUEST Grant Modification July 2025](#)
[Workforce Development Quest Grant Modification Budget July 2025](#)

Items 8.2 through 8.4 were discussed and voted on together. See consolidated notes under item 8.2.

A motion was made by Member Cunningham, seconded by Member Casbon, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:

Aye: 6 - Vice Chair Altenberg, Member Casbon, Member Ross Cunningham, Member Danforth, Member Knizhnik and Chair Parekh

Absent: 1 - Member Maine

8.4 [25-0907](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Statewide Rapid Response Grant and authorizing an emergency appropriation in the amount of \$350,000 for the Lake County Workforce Development Department.

Attachments: [Workforce Development Rapid Response Grant July 2025](#)
 [Workforce Development Rapid Response Grant Budget July 2025](#)

Items 8.2 through 8.4 were discussed and voted on together. See consolidated notes under item 8.2.

A motion was made by Member Cunningham, seconded by Member Casbon, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:

Aye: 6 - Vice Chair Altenberg, Member Casbon, Member Ross Cunningham, Member Danforth, Member Knizhnik and Chair Parekh

Absent: 1 - Member Maine

8.5 [25-0909](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) 2025 Supplemental Grant and authorizing an emergency appropriation in the amount of \$232,774 for the Workforce Development Department.

Attachments: [Workforce Development Supplemental Grant July 2025](#)
 [Workforce Development Supplemental Grant Budget July 2025](#)

Jennifer Serino, Workforce Development Director, explained that this item is to accept state grant funding for the Workforce Development Department. Discussion ensued.

A motion was made by Member Cunningham, seconded by Member Casbon, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:

Aye: 6 - Vice Chair Altenberg, Member Casbon, Member Ross Cunningham, Member Danforth, Member Knizhnik and Chair Parekh

Absent: 1 - Member Maine

8.6 [25-0911](#)

Joint resolution approving the Workforce Development Board Memorandum of

Understanding (MOU) and Cost Sharing Agreement with the Job Center of Lake County, and authorizing execution of all necessary correspondence to submit the signed MOU to the Illinois Department of Commerce and Economic Opportunity (DCEO).

Attachments: [Workforce Development Job Center MOU July 2025](#)

Jennifer Serino, Workforce Development Director, explained that this item is to approve a Memorandum of Understanding (MOU) for a cost sharing agreement with the Job Center of Lake County.

A motion was made by Member Casbon, seconded by Member Knizhnik, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:

Aye: 6 - Vice Chair Altenberg, Member Casbon, Member Ross Cunningham, Member Danforth, Member Knizhnik and Chair Parekh

Absent: 1 - Member Maine

8.7 [25-0976](#)

Director's Report - Workforce Development.

Jennifer Serino, Workforce Development Director, provided an overview of the Job Center of Lake County's Annual Report, announced upcoming events, and provided an update regarding the Summer Youth Program. Discussion ensued.

9. County Administrator's Report

Patrice Sutton, County Administrator, provided an update regarding the Enterprise Resource Planning (ERP) system testing and implementation process. Discussion ensued. County Administrator Sutton also introduced Regina Tuczak, Chief Financial Officer.

10. Executive Session

The Committee did not enter into Executive Session.

RuthAnne Hall, Assistant County Administrator, reminded the Committee that the periodic review of Executive Session minutes will occur at the next Committee meeting.

11. Member Remarks and Requests

Vice Chair Altenberg cautioned that there is a new strain of COVID-19 going around.

12. Adjournment

Chair Parekh declared the meeting adjourned at 9:14 a.m.

Next Meeting: August 5, 2025

Meeting minutes prepared by Theresa Glatzhofer.

Minutes were approved on September 2, 2025, by the Health and Community Services Committee.

