

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, June 6, 2017

1:00 PM

Assembly Room, 10th Fl

Diversity and Inclusion Committee

1. Call to Order

Present 5 - Chair Cunningham, Vice Chair Werfel, Member Bartels, Member Frank and Member Witherspoon

Absent 1 - Member Prosen

2. Pledge of Allegiance

Member Frank led the Pledge of Allegiance.

3. Approval of Minutes**3.1 [16-0550](#)**

Minutes from April 19, 2016.

A motion was made by Member Werfel, seconded by Member Frank, that this item be approval of minutes. The motion carried unanimously.

Aye: 5 - Chair Cunningham, Vice Chair Werfel, Member Bartels, Member Frank and Member Witherspoon

Absent: 1 - Member Prosen

4. Addenda to the Agenda

There were no items added to the agenda.

5. Public Comment

There was no public comment.

6. Chairman's Remarks

Chair Cunningham recognized long-time District 14 county board member and member of the Diversity and Inclusion Committee, Audrey Nixon. She and other members praised Nixon for being a pioneer in promoting diversity and inclusion in Lake County.

7. Old Business

There was no old business to conduct.

8. New Business**8.1 [17-0428](#)**

Discussion and review of the 2017 Cultural Diversity and Inclusion Program and Luncheon.

Chair Cunningham gave an update of the annual program and viewed it as successful. She said she received a lot of positive feedback from attendees. A survey was presented that showed 47 people attended the March 2017 program and luncheon; 88 percent rated the presentation as Good or Excellent; 96 percent agreed or strongly agreed that the topic was current, and 100 percent agreed or strongly agreed the presentation was informative.

This item was discussed.

8.2 [17-0429](#)

Human Resources update on diversity training and recruitment strategies.

Human Resources Director Rodney Marion gave an update on Human Resource's

recruitment strategies, including use of social media (Linked In). The committee discussed exploring using Twitter for job announcements. Chair Cunningham expressed importance of diversity among employees. Karla Hasty with Human Resources shared base line demographic information that departments can use that to help make hiring decisions. Member Witherspoon encouraged Human Resources to send announcements to minority groups. Rodney Marion gave update on training, including interviewing skills, implicit bias/diversity and diversity in the workplace. Member Frank asked Human Resources to look at the turnover rate (broken down by minority group) to see if it's out of balance. Member Werfel asked to pair up new employees with senior employees as a mentor, and to help manage expectations.

This item was presented.

8.3 [17-0430](#)

Progress report on Lake County's Economic Opportunity Program.

Gary Gordon, Finance Director, gave an update on the EEO/Buy Local, Build Local, Work Local program, including the 2016 community outreach events and targeted procurement activities. He said that participation in on-line vendor registration has increased since last year. He gave an update on the Court Tower construction workforce and Depke construction project. Member Frank asked about requirements for hiring, and Gary Gordon explained that Lake County has no legal authority to give preference, as we are non-home rule.

This report was presented.

8.4 [17-0431](#)

Health Department presentation on Bridging the Gap of Disparity Series and Inclusive Communication.

Adam Carson, Director of Strategic Initiatives with the Lake County Health Department, gave an update on the Health Department's Inclusion and Diversity Council's Discussion Series. He said communities are facing barriers, such as poverty and illness, and the Health Department is working on training and services to address these challenges. Hannah Goering also shared new Inclusive messaging that the Health Department has posted at its facilities that read "You are Welcome Here" in English and Spanish. Jennie Vana also shared that these will also go up in other County facilities, including the main County Building/Courthouse.

This item was presented.

9. Executive Session

There was not Executive Session.

10. County Administrator's Report

There was no County Administrator's Report.

11. Members' Remarks

There was no Members' Remarks.

12. Adjournment

A motion was made by Member Werfel, seconded by Member Frank, that this item be adjourn. The motion carried unanimously.

Aye: 5 - Chair Cunningham, Vice Chair Werfel, Member Bartels, Member Frank and Member Witherspoon

Absent: 1 - Member Prosen

Next Meeting: To Be Determined

Minutes prepared by Jennie Vana.

Respectfully submitted,

Chairman

Vice-Chairman

Diversity and Inclusion Committee