

Lake County Illinois

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



Meeting Minutes - Final

Friday, November 4, 2022

1:00 PM

Assembly Room, 10th Floor or register to virtually attend at
<https://bit.ly/3DmYT6m>

Diversity and Inclusion Committee

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

(1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.

(2) Remote / virtual attendance through registration at the link on the front page of this agenda.

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

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per comment. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance 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 or delivered to the County Board Office 18 N. County Street, Waukegan, Illinois (10th floor)).

Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance on the 10th Floor, (2) Public Comment by individuals who registered via the link on the front page of the agenda and are attending remotely / virtually, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: Diversity and Inclusion Committee (Subject line for written Public Comment)
- * Name (REQUIRED)
- * Topic or Agenda Item # (REQUIRED)
- * Street Address, City, State (Optional)
- * Phone Number (Optional)
- * Organization/Agency/etc. Represented (If representing yourself, put "Self")

* * *To view County Board Rules, click here: <https://bit.ly/3idRdrV> * * *

1. Call to Order

Chair Cunningham called the meeting to order at 1:00 p.m.

2. Pledge of Allegiance

Vice Chair Roberts led the Pledge of Allegiance.

3. Roll Call of Members

Present 3 - Chair Ross Cunningham, Member Kyle and Vice Chair Roberts

Absent 2 - Member Casbon and Member Maine

Other Attendees:

In Person:

Gary Gibson, County Administrator's Office

Jennifer Brennan, Communications

Jim Hawkins, County Administrator's Office

John Light, Human Resources

Kevin Quinn, Communications

Krista Kennedy, Finance

Matt Meyers, County Administrator's Office

RuthAnne Hall, Purchasing

Sandy Hart, County Board Chair

Tammy Chatman, Communications

Theresa Glatzhofer, County Board Office

Electronically:

Alexander Carr, Communications

Cassandra Hiller, County Administrator's Office

Frank D'Andrea, Finance

Janna Philipp, County Administrator's Office

Jolanda Dinkins, County Board Office

Kristy Cechini, County Board Office

Michael Wheeler, Finance

Sonia Hernandez, County Administrator's Office

ShaTin Gibbs, Finance

Stacy Davis-Wynn, Purchasing

Susan August, Purchasing

Yvette Albarran, Purchasing

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment (Items not on the agenda)

There were no comments from the public.

6. Chair's Remarks

Chair Cunningham stated that the Committee will move through today's agenda quickly.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business**CONSENT AGENDA (Item 8.1)*****MINUTES*****8.1 [22-1385](#)**

Committee action approving the Diversity and Inclusion Committee minutes from August 5, 2022.

Attachments: [D&I 8.5.22 Final Minutes](#)

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

Aye: 3 - Chair Ross Cunningham, Member Kyle and Vice Chair Roberts

Absent: 2 - Member Casbon and Member Maine

REGULAR AGENDA**8.2 [22-1410](#)**

Resolution approving the 2023 Lake County Diversity and Inclusion Calendar.

Attachments: [\(22-1410\)D&I 2023 Calendar\(10.05.22\)](#)

Jim Hawkins, Deputy County Administrator, noted that the 2023 Lake County Diversity and Inclusion Calendar was presented at the previous Diversity and Inclusion Committee meeting and that edits were made to the Calendar at the Committee's direction.

A motion was made by Vice Chair Roberts, seconded by Member Kyle, that the resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 3 - Chair Ross Cunningham, Member Kyle and Vice Chair Roberts

Absent: 2 - Member Casbon and Member Maine

8.3 [22-1411](#)

Update on Lake County Staff workforce diversity.

John Light, Human Resources Director, provided data regarding workforce diversity that the Committee previously requested. Discussion ensued.

8.4 [22-1416](#)

Presentation and discussion on the minority contractor outreach.

Attachments: [Diversity Committee Presentation - Purchasing Diversity Initiative](#)
[2022 Doing Business Flyer- Purchasing v6](#)

RuthAnne Hall, Purchasing Agent, gave a presentation regarding minority contractor outreach. Discussion ensued.

9. County Administrator's Report

There was no County Administrator's Report.

10. Executive Session

The Committee did not enter into Executive Session.

11. Members' Remarks

There were no remarks from members.

12. Adjournment

Chair Cunningham adjourned the meeting at 1:28 p.m.

Next Meeting: TBD

Minutes prepared by Theresa Glatzhofer.

Respectfully submitted,

Diversity and Inclusion Committee Chair