

Lake County Illinois

*Central Permit Facility
500 Winchester Road
Libertyville, IL 60048*



Meeting Minutes - Final

Friday, December 6, 2013

10:00 AM

or immediately following the Committee of the Whole Meeting

Central Permit Facility

Cultural Diversity Committee

1. Call to Order

Chair Cunningham called the meeting to order at 10:35 a.m.

Present 6 - Vice Chair Nixon, Member Calabresa, Member Taylor, Member Witherspoon, Chair Cunningham and Member Prosen

Absent 1 - Member Maine

Others present:

Barry Burton, County Administrator

Aaron Lawlor, County Board Chair

Ashley Lucas, County Administrator Office

Amy McEwan, Deputy County Administrator

Matt Meyers, Planning, Building and Development

Jennie Vana, Communications

Blanca Vela-Schneider, County Board Office

Eric Waggoner, Planning, Building and Development

Ryan Waller, County Administrator Office

2. Pledge of Allegiance

Chair Cunningham led the Pledge of Allegiance.

3. Approval of Minutes

There were no minutes to be approved.

4. Added to Agenda

There were no items added to the Agenda.

5. Public Comment

There was no public comment.

6. Old Business

There was no old business to conduct.

7. New Business

The consensus of the Committee is to move item 7.2 before 7.1.

7.2 13-1345

Staff update on the County's diversity efforts.

Matt Meyers of the Planning, Building and Development Department presented a staff update on the County's diversity efforts currently in place. Job announcements are provided to diverse organizations to help promote diversity in the workforce. Training programs include orientation training but also individual departmental training. There is a limited English Proficiency Plan that identifies steps in providing language assistance County-wide. Finally, an anonymous hotline is available for staff to report allegations of discrimination internal to the County.

The consensus of the Committee is Human Resources does a great job in its hiring practices to improve diversity. The County has the Buy Local. Build Local. Work Local program which seeks to increase participation from local and minority-owned businesses in Lake County. The County now has measures in place to monitor its progress. Many of the County's projects are too large and there has been an increased effort to break down large projects into smaller ones to provide more opportunities for smaller businesses to bid on the project. The County also provides local forums to educate business owners on how to register, properly complete, and submit bids. County Administrator Barry Burton explained there is complexity in balancing the County's initiatives to comply with State law.

The Committee discussed challenges the County faces in diversity. Chair Lawlor indicated the issue is how the County can be more effective within the parameters of the law. Member Witherspoon reported on the Sheriff's Office success in increasing minority applicants due to its advertising methods. Mr. Burton stressed the importance in getting local businesses to register with the County. Mr. Meyers identified specific initiatives by Departments to improve and promote diversity.

Member Taylor noted the County must also reach out and engage its current employees to understand, help, and improve economic diversity. A request was made to provide a breakdown on the races of the County's employees.

7.1 13-1344

Discussion on the planning of the 2014 Cultural Diversity Seminar.

The Committee discussed the planning of the 2014 Cultural Diversity Seminar. Chair Lawlor requested input on the type of forum for the seminar. Member Rosen suggested the Committee assess the needs of County Board members. Discussion occurred regarding previous speakers of the Cultural Diversity Seminar and which have been most beneficial to department heads, elected officials, and County Board members. Member Witherspoon suggested the Committee invest in getting a consultant who can inspire and teach. The event will take place in February 2014.

8. Executive Session

There was no executive session.

9. County Administrator's Report

There was no County Administrator's report.

10. Adjournment

Chair Cunningham adjourned the meeting at 11:45 a.m.

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice Chairman

Cultural Diversity Committee