

# GARY W. GIBSON

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## PROFILE

**Public Service professional with thirty years of progressively responsible experience in local government administration including:**

- Program & project development
- Budgeting
- Intergovernmental cooperative efforts
- Strategic planning
- Communications
- Legislative affairs
- Employee recruitment
- Purchasing

## SELECT ACCOMPLISHMENTS

- Served as Manager of the Lake County Workforce Development Board. Charged with responsibility for coordinating Board activities and implementing Board's goals and objectives.
- Played key role in implementation of new Workforce Innovation and Opportunity Act at local level and reviewed draft State policies under development by Illinois Department of Commerce and Economic Opportunity.
- Established new contractual arrangement with local economic development group (Lake County Partners) for provision of business services to local business community.
- Served as Interim County Administrator during period of August 2001 through January 2002 while leading recruitment for selection of new County Administrator. Continued performing responsibilities previously assigned as Assistant County Administrator.
- Developed Affordable Housing Grant Program which provided \$300,000 per year to other local governments, not-for-profit organizations and private developers to create affordable housing units throughout Lake County.
- Developed Brownfield Grant Program that provides \$200,000 per year to local governments to assist in site investigation and/or remediation efforts for brownfield redevelopment.
- Served as Acting Director of Purchasing from December 1994 through January 1996, while continuing with other responsibilities as Research Analyst. Directed recruitment process for hiring of new Director.
- Served as main contact point for reorganization study undertaken following 2000 census.
- Oversaw development of new format for County Board Rules and Operational Procedures. Continued to be responsible for development of new Board Rules as part of Board reorganization process.
- Coordinated development of new County Board District Map following 2000 census.

## PROFESSIONAL EXPERIENCE

**County of Lake  
Waukegan, IL**

**November 1993 to January 2017**

**Position titles include:**

▪ <b>Manager/Interim Manager/Assistant Manager - Workforce Development Board</b>	▪ <b>Assistant County Administrator</b>
▪ <b>Interim County Administrator</b>	▪ <b>Acting Purchasing Director</b>
▪ <b>Senior Research Analyst</b>	▪ <b>Research Analyst</b>

**Manager/Interim Manager/Assistant Manager -- Workforce Development Board  
(2009 to 2017)**

- Directed all functions of Workforce Development Board operations, including implementation of new Workforce Innovation and Opportunity Act (WIOA) requirements.
- Oversaw development of new Board policies including: WIOA Transition Policy, High Priority Occupation Policy and List of Targeted Occupations
- Participated in research and creation of materials, planning activities and overall coordination efforts for development and implementation of Board's Strategic Plan.
- Developed new electronic newsletter as part of effort to create new Communications Plan for Workforce Development Board.
- Annually developed Five Year Plan Modification for WDB approval.
- Responsible for review of training programs for initial or annual recertification to remain eligible for use of Workforce Development Act Individual Training Account funds.
- Worked with local businesses, community based organizations and training providers to increase collaboration and communication with Board and Workforce Development Department.

**Assistant County Administrator(1997 to 2008)**

**Interim County Administrator (2001 to 2002)**

**Acting Purchasing Director (1994 to 1996)**

**Research Analyst/Senior Research Analyst (1993 to 1997)**

- Assisted County Administrator with implementation of County Board policies and programs and provided on-going operational support for Administrator's office.
- Served as Interim County Administrator and Acting Purchasing Director during periods of recruitment to fill positions.
- Coordinated development and review of policy and program recommendations for consideration by 23-member County Board.
- Responsible for variety of aspects for development and implementation of County's Strategic Plans.
- Created New/Expanded Program Analysis used during budget development.
- Coordinated State and Federal legislative programs of the County Board.
- Co-project manager for development of federally required All-Natural Hazard Mitigation Plan.
- Coordinated location analysis for construction of new state owned and operated University Center.
- Conducted analysis and provided recommendations for implementation of County's Early Retirement Incentive Program.
- Served as main staff support for establishment and administration of Special Service Areas.
- Served as staff liaison for Standing Committees of the County Board including: Community & Economic Development, Revenue, Records & Legislation Committee, Planning, Building & Zoning, Law & Judicial, Health & Human Services, Financial & Administrative and Public Works & Transportation Committees during service with Lake County.

**City of Lake Forest  
Lake Forest, IL**

**1989-1993**

**Administrative Assistant – Planning Department  
Administrative Intern – City Manager's Office**

Served as Administrative Assistant in Planning Department after re-entering local government field as Intern in City Manager's Office. Performed wide range of duties including: policy and program formulation; budget development; staff support to City Council, Zoning Board of Appeals and Plan Commission; and development of amendments to Comprehensive Plan and Zoning Code.

### **ACCOMPLISHMENTS:**

- Developed new format for Zoning District Map using City's Geographic Information System. New map combined separate Historic Residential and Open Space Preservation District maps with Zoning District Map. Allowed for future modifications to be made in-house.
- Prepared economic analysis for annexation petition of proposed office development.
- Coordinated acquisition of new computer hardware for Planning and Engineering sections.
- Prepared new format for Capital Equipment and Capital Improvement sections of annual budget.
- Prepared City's application for Illinois Environmental Protection Agency permit for establishment of state-of-the-art composting operation.
- Prepared City's Indoor Air Act policy for approval by City Council.
- Developed projections of future enrollment for local elementary school district, including analysis of City's growth patterns and properties available for development to aid in site selection for new schools.

### **EDUCATION**

Master of Arts in Public Affairs, Northern Illinois University – DeKalb, IL  
Bachelor of Science, Journalism, Southern Illinois University – Carbondale, IL  
Associate of Arts, Rock Valley College – Rockford, IL

### **PROFESSIONAL ASSOCIATIONS – PAST and PRESENT**

Illinois Workforce Partnership (IWP), Vice-President (2015-2017)

International City/County Management Association (ICMA)

- Member – Governmental Affairs and Policy Committee (2008-2011)

Illinois City/County Management Association (ILCMA), Board Member (2004-2006)

Illinois Association of County Administrators (IACA), President (2005-2006)

Illinois Association of Municipal Management Assistants (IAMMA)