

# Lake County Illinois

*600 W Winchester Road  
Libertyville, Illinois 60044*



## Meeting Minutes - Final

Friday, July 17, 2015

2:30 PM

Central Permit Facility

**Cultural Diversity Committee**

**1. Call to Order**

*Member Taylor called the meeting to order at 2:32 p.m.*

**Present** 7 - Member Cunningham, Vice Chair Bartels, Member Calabresa, Member Nixon, Member Taylor, Member Prosen and Member Witherspoon

*Others present:*

*Barry Burton, County Administrator*

*RuthAnne Hall, Purchasing*

*Aaron Lawlor, County Board Chairman*

*Rodney Marion, Human Resources*

*Amy McEwan, Deputy County Administrator*

*Matt Meyers, Planning, Building and Development*

**2. Pledge of Allegiance**

*Member Nixon led the Pledge of Allegiance.*

**3. Approval of Minutes****3.1 [15-0740](#)**

Minutes from April 4, 2014.

**A motion was made by Member Nixon, seconded by Member Taylor, that this minutes be approved. Motion carried by voice vote.**

**Aye:** 7 - Member Cunningham, Vice Chair Bartels, Member Calabresa, Member Nixon, Member Taylor, Member Prosen and Member Witherspoon

**4. Added to Agenda**

*There were no items added to the agenda.*

**5. Public Comment**

*There were no comments from the public.*

**6. Old Business**

*There was no old business to conduct.*

**7. New Business****7.1 [15-0734](#)**

Presentation regarding the survey results from the March 11, 2014 Cultural Diversity Presentation.

*Deputy County Administrator Amy McEwan gave a committee update regarding the survey results. The results presented were positive.*

*County Board Chairman Aaron Lawlor commented that the luncheon presentation seemed very well received and useful. Member Nixon agreed and said it made people start thinking. Member Calabresa commented that the speaker made it personal. Chair Cunningham concurred with all of the comments and expressed her appreciation for how well attended it was and how the message was applicable to all attendees.*

**7.2 [15-0735](#)**

Report on cultural diversity scenario-based training on unconscious bias in the workplace.

*Human Resources Director Rodney Marion described the training provided to staff. He shared that there will be additional opportunities for more staff to participate in unconscious bias training. Member Taylor asked whether participation was voluntary or required, expressing concern that forcing employees to participate may backfire. County Administrator Barry Burton indicated that participation is voluntary. Member Calabresa commented that this was a much more comprehensive approach and an enhancement to the annual luncheon program. Member Nixon indicated that she believes the significant increase in participation speaks for itself. Member Prosen supported a broadening of the County's approach and hopes to see it grow even further.*

**7.3 [15-0736](#)**

Report on diversity statistics.

*Human Resources Director Rodney Marion presented the County's policies and procedures which include harassment policies. He emphasized employees need to feel comfortable at work. He presented demographics on employment and indicated it is reflective of the overall Lake County population. Human Resources is also meeting with departments to help them strategize on how to reach a diverse applicant pool.*

*RuthAnne Hall from the Purchasing presented on the Buy, Build, Work Local initiative. She presented how they are now tracking and developing metrics.*

*Member Witherspoon commented that she was surprised by these statistics and happy to hear such improvement has been made in a short time.*

*There was a discussion on where positions are advertised. Chairperson Cunningham asked if information can be sent to the Minister Alliance. Member Nixon has been working on these items for a long time and it is all about coming together regularly to discuss new ideas. Member Prosen discussed the Minority Affairs Task Force, a grass roots effort to connect job seekers with jobs. Unfortunately, the applicants who attended were not always qualified for the jobs, and thus, were sent away discouraged. She emphasized that these functions need to be well organized and thought out to ensure there is a diversity of jobs at many different skill levels.*

*Chairperson Cunningham complimented committee members on the discussion and indicated that the work of the committee helps Lake County to continue its efforts to grow. She thanked the committee members for their many contributions.*

**8. Executive Session**

*There was no Executive Session.*

**9. County Administrator's Report**

*There was no County Administrator's Report.*

**10. Adjournment**

*The meeting was adjourned.*

**A motion was made by Member Cunningham, seconded by Member Nixon, that the meeting be adjourned. The motion carried unanimously.**

**Aye:** 7 - Member Cunningham, Vice Chair Bartels, Member Calabresa, Member Nixon, Member Taylor, Member Prosen and Member Witherspoon

*Minutes prepared by Amy McEwan/Blanca Vela-Schneider.*

*Respectfully submitted,*

---

*Chairman*

---

*Vice Chairman*

---

*Cultural Diversity Committee*