

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, March 13, 2018

12:00 PM

Conference Room C

Diversity and Inclusion Committee

1. Call to Order

Chair Cunningham called the meeting to order at 12:00 p.m.

Present 7 - Chair Cunningham, Vice Chair Werfel, Member Bartels, Member Frank, Member Witherspoon, Member Prosen and Member Wyatt

Others present:

Barry Burton, County Administrator

Alex Carr, Communications

Jennifer Everett, Workforce Development

Paul Fetherston, Assistant County Administrator

Gary Gordon, Finance and Administrative Services

Karla Hasty, Human Resources

Rodney Marion, Human Resources

Jennifer Serino, Workforce Development

Jennie Vana, Communications

Blanca Vela-Schneider, County Board Office

Dakisha Wesley, Assistant County Administrator

Bethany Williams, Lake County Partners

2. Pledge of Allegiance

Chair Cunningham led the Pledge of Allegiance.

3. Approval of Minutes**3.1 [18-0216](#)**

Minutes from June 6, 2017.

Attachments: [D&I 6.6.17 Minutes](#)

A motion was made by Member Bartels, seconded by Member Wyatt, to approve the minutes. The motion carried unanimously.

Aye: 7 - Chair Cunningham, Vice Chair Werfel, Member Bartels, Member Frank, Member Witherspoon, Member Prosen and Member Wyatt

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment

There were no comments from the public.

6. Chairman's Remarks

Chair Cunningham updated the committee on the seminar on diversity and inclusion.

7. Old Business

There was no old business to conduct.

8. New Business**8.1 [18-0240](#)**

Discussion and review of the 2018 Cultural Diversity and Inclusion Program and Luncheon.

Jennie Vana, Communications, presented preliminary survey results (24 responses) to the seminar on the diversity and inclusion.

This item was discussed.

8.2 [18-0241](#)

Human Resources update on diversity training and recruitment strategies.

Human Resources Director Rodney Marion and Karla Hasty, Human Resources, reported on Human Resources' efforts to hire diverse people and its efforts for succession planning.

Jennie Vana, Communications, reported on the more targeted effort Lake County has made in communicating open positions. She reported that a video, featuring 50 county employees, highlights the county's mission and goals, as well as the services Lake County provides. She noted that there has been a 143 percent increase in job related posts viewed by the public, noting that in 2017 there were 117,000 views.

Ms. Hasty indicated that in years 2016 and 2017, 230 managers and supervisors were trained on interviewing skills and diversity in the workplace. In 2018, a consultant will be hired to provide diversity training electronically to all employees.

Ms. Hasty indicated that the County is partnering with high schools for career panel participation.

Member Bartels expressed his approval for the efforts by Lake County, noting that diversity is more than ethnicity. Ms. Hasty indicated that 50 percent of the County's departments utilize interview panels when going through their candidate selection process to obtain a more diverse pool of candidates.

Discussion ensued.

A presentation was provided.

8.3 [18-0244](#)

Progress report on Lake County's Economic Opportunity Program.

Finance and Administrative Services Director Gary Gordon reported on the county's economic opportunity program and efforts being made to increase the diversity in vendor contracts. Mr. Gordon noted the County's outreach to the Society of American Military Engineers (SAME) in Milwaukee and the Illinois Department of Transportation.

Annual newsletters are being sent out to municipalities, schools/parks and other agencies

to improve buying power. There has been a targeted procurement effort for general construction jobs through the Lake County Contractors' Association.

Mr. Gordon noted that vendors are encouraged to register their business through the county's website so that they can receive automatic notification of available contracts.

Discussion ensued.

A report was given.

8.4 [18-0242](#)

Health Department presentation on current Diversity and Inclusion programs.

Lisa Kritz, Health Department, gave an update on the Health Department's strategies to incorporate diversity and inclusion in all aspects of its work. Ms. Kritz identified program and events the Health Department promotes to encourage diversity, such as the Inclusion and Diversity County PRIDE event. The Health Department has displayed signage promoting and welcoming diversity in its facilities.

Discussion ensued.

A presentation was provided.

8.5 [18-0243](#)

Lake County Partners and Workforce Development presentation on Lake County workforce demographics and trends.

Bethany Williams and Jennifer Serino, Workforce Development, provided a presentation on Lake County's workforce demographics and trends.. Ms. Serino indicated that the county's population is essentially flat, noting that there are more children being born and international migrants arriving in Lake County, but the County is simultaneously losing people due to domestic migration and deaths.

Ms. Serino indicated that the highest unemployed communities continue to be Round Lake, Zion, Waukegan, and North Chicago, noting that many people who live in these areas are living under the poverty level.

Workforce Development implemented the disability employment initiative in 2014 of which 600 individuals with disabilities have been served.

Ms. Serino identified partnering agencies, including Goodwill, Nineteenth Judicial Circuit Court, and Health Department who have been working with Workforce Development to address unemployment. Discussion ensued.

A presentation was provided.

9. Executive Session

The Committee did not enter in Executive Session.

10. County Administrator's Report

There was no report from the County Administrator's Office.

11. Members' Remarks

There were no remarks from members.

12. Adjournment

The meeting was adjourned at 1:52 p.m.

A motion was made by Member Werfel, seconded by Member Werfel, to adjourn the meeting. The motion carried unanimously.

Aye: 6 - Chair Cunningham, Vice Chair Werfel, Member Frank, Member Witherspoon, Member Prosen and Member Wyatt

Not Present: 1 - Member Bartels

Next Meeting: To Be Determined

Respectfully submitted,

Chairman

Vice-Chairman

Diversity and Inclusion Committee