



Lake County Illinois

Legislation Details (With Text)

File #: 19-0487 **Version:** 1 **Name:** Workforce Develop. Business Analyst Posn
Type: resolution **Status:** Passed
File created: 3/18/2019 **In control:** Health and Community Services Committee
On agenda: **Final action:** 4/9/2019

Title: Joint resolution approving a new full-time business analyst position funded by the Workforce Innovation and Opportunity Act (WIOA) grant in the Workforce Development Department.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
4/9/2019	1	Lake County Board	adopted	Pass
4/4/2019	1	Financial & Administrative Committee	recommended for adoption to the consent agenda	Pass
4/2/2019	1	Health and Community Services Committee	approved and referred on to the Financial and Administrative Committee	Pass

Joint resolution approving a new full-time business analyst position funded by the Workforce Innovation and Opportunity Act (WIOA) grant in the Workforce Development Department.

- The Workforce Development Department (Workforce) provides services and training opportunities to help Lake County job seekers to be competitive in today's marketplace.
- The demand for Workforce's services resulted in securing two new ongoing grants for fiscal year 2019 budget in order to provide increased programmatic grant activity.
- Workforce has determined that hiring a business analyst to provide performance measurement assessments of programs and training would be beneficial to the department and ultimately the clients served.
- By analyzing current programs and processes, the business analyst will make recommendations and support the implementation of future improvement efforts.
- The business analyst would have additional duties that include grant reporting, human resources, procurement, and internal logistics.
- This position will enhance audit accountability with a segregation of duties now being performed by only one individual, and avoid a single point of contact failure by the sharing of execution and reporting duties.
- This position will be funded by a reallocation of existing WIOA grant dollars, with the new ongoing grants paying for existing services.
- This position will be eliminated should the grant funding sources expire or not be renewed.

RESOLUTION

WHEREAS, the Workforce Development Department has a statutory requirement to provide services and programs to Lake County job seekers; and

WHEREAS, the need for services combined with difficulties in training and retaining staff requires a full-time position; and

WHEREAS, the Director of Workforce Development decided quality assurance via performance management would help assure the best products possible for their clients; and

WHEREAS, there is sufficient funding designated for the position in Workforce's FY 2019 budget by the reallocation of existing grants to cover this position for the rest of FY 2019, with ongoing funding to be allocated during the FY 2020 budget process.

WHEREAS, the costs are estimated to be:

750-4042X-51110	between \$58,261 to \$72,369 in full-time salary
101-4042X-74080	an estimated \$17,255 in HLD employee benefits
101-4042X-74100	between \$4,456 and \$5,536 in FICA
101-4042X-74110	between \$4,614 and \$5,731 in IMRF

NOW, THEREFORE, BE IT RESOLVED, by this County Board of Lake County, Illinois, that one full-time business analyst (K7) be created in the Workforce Development Department (Fund 750);

DATED, at Waukegan, Lake County, Illinois, on April 9, 2019.