

**MINUTES OF A MEETING  
PLANNING COMMITTEE  
LAKE COUNTY WORKFORCE INVESTMENT BOARD**

**October 26, 2004 - 10:00 a.m.**

**At**

**Lake County Department of Job and Family Services**

**Committee Members Attendance**

Dave Kalina  
Joe Francesconi  
Roger Sustar

**Staff Attendance**

Bob Dawson  
Marty Singer  
Pam Fiederer  
Carol Anderson

**Expanded Committee Members**

Eric Barbe  
Gretchen Skok-DiSanto  
Cathy Haworth  
Jeff Malish  
Lou Falk

Dave Kalina called the meeting to order.

Approval of Minutes from March 18, 2003 Meeting.

**A motion was made by Eric Barbe to approve Minutes of March 18, 2003, and seconded by Joe Francesconi. All approved, motion passed.**

Bob Dawson advised the Committee that WIB Chair, Eric Barbe, had expanded the Planning Committee by appointing Jeff Malish, Lou Falk, Gretchen Skok-DiSanto, Cathy Haworth and himself to the Committee until further notice. The additional members have been added to assist with the portion of the Five-Year Business Plan that is being handled by the Planning Committee.

Bob announced that we had initiated the planning process by submitting an application to be pre-designated a WIA Local Service Area effective July 1, 2005. He explained that the WIA Management staff met with Eric, Jeff and Joe (Dave was called out of town) to “plan the Plan and the planning process.” Bob reviewed the basic requirements of the Plan as spelled out by the Governors Workforce Policy Board and a required time line for the planning process. Bob distributed a Summary of the Business Plan Components and discussed how he saw the Plan developing. The finished Plan must be submitted to Columbus by February 28, 2005.

Committee Chair Dave Kalina led the committee in a review of a wealth of information including a

Lake County Labor Market and Workforce Analysis that was developed by Pam Fiederer utilizing the latest ODJFS labor market information and information derived from the 2000 Lake County Census. The Committee reviewed and specifically answered a series of questions listed in the “Business Plan Guidance” document specifically relating to “Market Trends”.

The Committee directed the staff to record their input into “Strategic Business Points,” add them to the Labor Market and Workforce Analysis, and make them available to all interested parties via the Lake1Stop website. They further directed the staff to begin to complete the Business Plan templates as directed by the GWPB and to begin to draft the Five-Year Plan.

There being no further business Chairman Kalina adjourned the meeting at 12:00 pm.