

**Lake County Forest Preserve District
Diversity and Cultural Awareness Committee
July 18, 2019**

The Lake County Forest Preserve District's Diversity and Cultural Awareness Committee met on Thursday, July 18, 2019. The meeting was held at the District's General Offices, 1899 West Winchester Road, Libertyville, Illinois.

Members Present:

Julie Simpson, Chair
Mary Ross Cunningham, Vice Chair
Jennifer Clark
Jessica Vealitzek

Absent:

Adam Didech

Also Present:

Paul Frank
Alex Ty Kovach, Executive Director
Mary Kann
Mike Tully
John Nelson
John Tannahill
Nan Buckardt
Laurel Diver
Julie Gragnani

1.0 Call to Order – With a quorum present, Chair Simpson called the meeting to order at 11:30 a.m.

2.0 Pledge of Allegiance – With no objections, Chair Simpson dispensed with the Pledge of Allegiance.

3.0 Approve Minutes of Previous Meetings: June 29, 2006 and May 12, 2008 – Chair Simpson read an email from Legal Counsel Matt Norton regarding new committee members approving minutes from meetings held before their terms. His email explained that the Open Meetings Act (OMA) requires that a committee approve the minutes of its meetings. If a majority of committee members recuse themselves, the minutes would never get approved, which would be a violation of OMA. A vote to approve the minutes is not necessarily an endorsement of what the minutes say, but rather indicates an assumption that the recording secretary accurately recorded the summary of the meeting. A general discussion ensued; motion by member Clark, second by member Vealitzek to approve the minutes from the 2006 and 2008 meetings. Voice vote being had, the motion passed with member Cunningham voting No.

4.0 Public Comment – None

5.0 Addenda to the Agenda – None

6.0 New Business

6.1 Program Outreach – Administration Director Mary Kann noted that two directions in the current Strategic Plan address equitable access to the District's programs: Public Access and Connections, and Communication, Education and Outreach. She gave a presentation on the District's Program Outreach including accessibility and reaching out to diverse age groups. The committee discussed senior programming since the discontinuation of Seniors Day; the possibility of closed captioning Board meeting videos; and Ms. Kann added that the District's website is currently undergoing a revision that will include ADA accessibility. Director John Nelson summarized the career fairs at area high schools the District attends for YCC recruitment, and reviewed the YCC scholarship program. Education Director Nan Buckardt explained programming including community outreach, YCC, Green Youth Farm, Gateway Grants, summer camp scholarships, Science Explorers in Nature, and the new Conservation Explorers Program, which is a collaboration with Lake Forest Open Lands. Director Kann.

continued, reviewing examples of community outreach and reported on community participation at the Museum, Independence Grove, the three golf courses, and the Preservation Foundation donors.



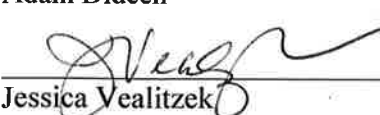
6.2 Recruitment Outreach – Director Kann gave a presentation on the District’s Recruitment Outreach, including how and where employment opportunity notifications are distributed. In addition to mail and email lists and online postings, positions are also posted on career-specific websites and through Career Builder. She also reviewed the various career and job fairs that the District participates in. Member Cunningham asked about the diversity of the job fair held at Greenbelt Cultural Center last winter. Ms. Kann noted that there are challenges with a diverse workforce going into environmental careers. Director Mike Tully added that this is a nationwide issue that needs more education and outreach as children. A general discussion ensued including internships and shadowing or mentoring programs. Director Kann concluded the presentation by showing some promotional videos for job openings, explaining the various social and digital media sources used, and reviewing a chart of recruiting results for protected classes of women and minorities from 2017 to present.

6.3 Staff Diversity Training – Director Kann gave a presentation summarizing the District’s Staff Diversity awareness efforts, including training sessions on diversity and inclusion, and disability awareness including ADA training and conferences. She responded to questions and Executive Director Kovach added that future staff development will include hiring a consultant to provide quarterly staff training workshops on inclusion, unconscious bias, and the core values. Chair Simpson suggested doing digital-based refreshers in follow-up to the training sessions.

7.0 Next Meeting – Chair Simpson noted that she would like the committee to commit to meeting twice a year moving forward. Executive Director Kovach recommended the next meeting be scheduled in six months so that staff could report out to the committee on upcoming training efforts.

8.0 Adjourn - With no further business, motion by member Clark, second by member Vealitzek to adjourn the meeting. Voice vote being had, the motion passed unanimously and the committee adjourned at 12:55 p.m.

APPROVED:

| | <u>Yea</u> | <u>Nay</u> |
|--|-------------------------------------|--------------------------|
|  Julie Simpson, Chair | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
|  Mary Ross Cunningham, Vice Chair | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| _____ Jennifer Clark | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ Adam Didech | <input type="checkbox"/> | <input type="checkbox"/> |
|  Jessica Vealitzek | <input type="checkbox"/> | <input type="checkbox"/> |

Date Approved: 1-27-2020