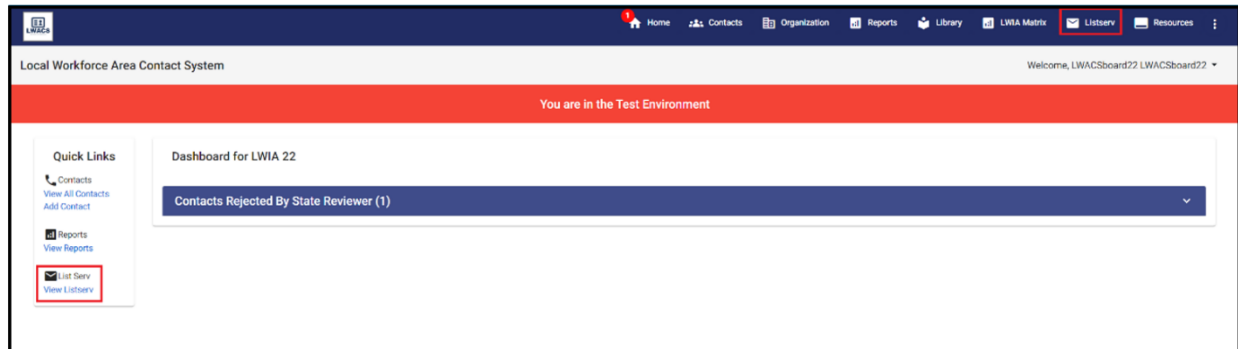


Listserv

The Listserv is an email distribution list of the contacts in LWACS grouped by their associated role.

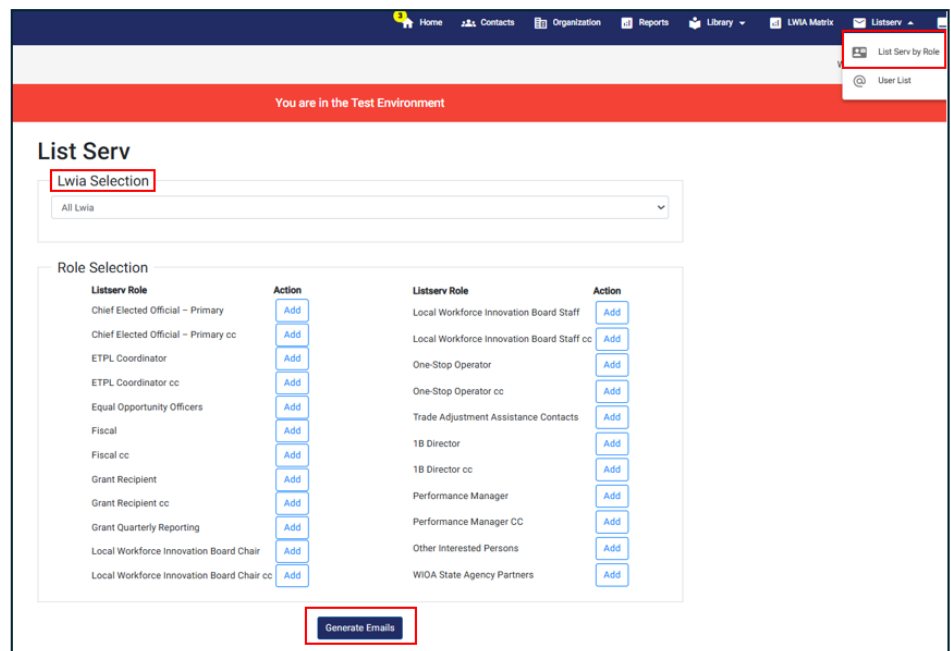


To view the Listserv, select **Listserv** in the *LWACS* header or select **View Listserv** under *Quick Links*.

- List Serv by Role – These are contacts in the LWACS system.
- @ User List – These are contacts that log into the LWACS system.

Use the LWIA dropdown to filter to a specific LWIA.

1. Click **Add** next to the role you want to generate emails for. Multiple roles can be selected.
2. Once all roles have been selected, click **Generate Emails**.
3. A modal will display with the email addresses that were selected.
4. Click **Copy Emails** to paste the emails into your email client.



Local Workforce Area Contact System

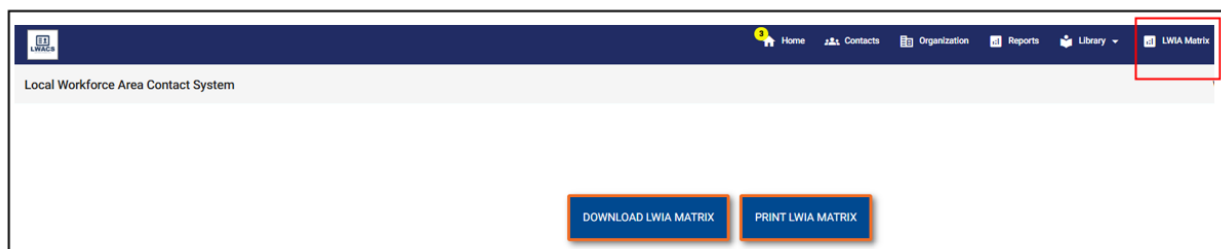
Contact Listerv & LWIA Matrix

LWIA Matrix

LWACS can generate an **LWIA Matrix** by pulling in the associated contacts from the LWACS contacts. To update contacts on the LWIA Matrix, please refer to the *Contact Management* instructions.

Note: Comprehensive Illinois workNet Centers are pulled in from the Illinois workNet Service Finder. To make updates to these locations, please see the [Service Finder Guide](#) page on Illinois workNet for instructions.

1. Select **LWIA Matrix** on the LWACS header. The matrix will be displayed.
2. Click **Download LWIA Matrix** to generate a pdf of the matrix.
3. Click **Print LWIA Matrix** to print a copy of the matrix.



Local Area/Region	Chief Elected Official(s)	Local Workforce Innovation Board Chairperson	LWIS Staff	WIOA Program Services Administrator (Adult, Youth, Dislocated Worker)	ETPL Coordinators	Comprehensive Illinois workNet Centers	Office of Employment & Training Staff
1 - Northeast --- Lake County Workforce Development Department Counties Served: LAKE	Mr Jack Borre Director R and D IT Baxter Healthcare Corporation 25212 West IL Route 120 Round Lake, IL 60073 Phone: (224) 755-1234 Email: CHANGE@jrb_borre@baxter.com Contact CC(s): Ms Jennifer Serino Email: CHANGC@serino@lakecountyl.gov	Annie A Brooks General Resource Leader Domino Engineering 209 South Spenser Street Taylorville, IL 62568-0282 Phone: (815) 265-6464 Email: abrooks@nobe.net --- Mrs. Candy Cane Jameson Vill WIOA Manager CTI Computers 1100 North Sportsman Drive Taylorville, IL 62568 Phone: (217) 888-3333 Email: Candy@noemail.com --- Janet Jane Teacher Midwest Family Business Advisors 707 Skokie Boulevard Northbrook, IL 60062 Phone: (219) 219-2119 Email: jane@email.com	Ms Sandy Hart County Board Chairperson Lake County 18 North County Street Waukegan, IL 60095-4304 Phone: (847) 377-2300 Email: SMHart@lakecountyl.gov Contact CC(s): Ms Jennifer Serino Email: CHANGC@serino@lakecountyl.gov	Ms Jennifer Serino Director Lake County Workforce Development Department 1 North Genesee Street Waukegan, IL 60095-8103 Phone: (817) 555-1234 Email: CHANGE@serino@lakecountyl.gov Contact CC(s): Mr Demar Harris Email: dharris@lakecountyl.gov Secondary: elocke@lakecountyl.gov	Ms Sandy Hart County Board Chairperson Lake County 18 North County Street Waukegan, IL 60095-4304 Phone: (847) 377-2300 Email: SMHart@lakecountyl.gov --- Dr. Gilligan Island Jr. Instructor Prairie Park Partners 40 Prairie Park Drive Wheeling, IL 60090 Phone: (312) 456-7897 Email: Gilligan@email.com ATTN To: Cassie Craven Email: Cassie@email.com --- Janice McVey Teacher United Way of Lake County 330 South Greenleaf Street Gurnee, IL 60031-3389 Phone: (214) 215-2118 Email: Janice@email.com	Job Center of Lake County - Waukegan 1 North Genesee, 1st Floor Waukegan, IL 60095 Phone: 847-377-3450 Fax: 847-2492214 TTY: 800-526-0644 https://www.lakecountyl.gov/4927U/cb-Center-of-Lake-County	Marlene Budge Sr. Regional Contact (874) 874-8774 Rachel Smith Rapid Response Contact (213) 213-2113

April 19, 2023
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