

**TARGETED POPULATION COMMITTEE  
MEETING MINUTES  
Wednesday, August 21, 2019**

The Targeted Population Committee was called to order at 2:36 p.m. by Co-Chair Vanessa Hoffeditz

<b>Name</b>	<b>Present – IVCC</b>	<b>Present – Sterling</b>	<b>Absent</b>
Fidencio Campos			X
Dan Fitzgerald			X
Carrie Folken	X		
Vanessa Hoffeditz	X		
Dan Payette		X	
Kris Noble		X	

**OTHERS PRESENT (Sterling):** Pam Furlan, Jack Kromer, Bruce Larson

**OTHERS PRESENT (IVCC):** Steve Kreitzer, Rhonda Krueger, Patrick Sweeney, Danielle VanOosten, Matt Sprong, Mark Krueger, Joel Torbeck, Jo Ann Johnson

Approval of Meeting Minutes

Carrie Folken motioned to approve the June 19, 2019 Meeting Minutes. Motion was seconded by Bruce Larson and carried.

Business Meeting

Providing a review, Pam told members that the Targeted Population Committee (and Workgroup) started out discussing the 3 targeted populations (Individuals with Disabilities, Veterans, and Individuals Returning from Incarceration) and did a study to find out if there was any issues and/or challenges on behalf of employers for hiring or interviewing individuals from the targeted population. She said that Thomas P. Miller & Associates (TPMA) compiled the report and we are now moving to the next steps of developing a curriculum that everyone would use for their respective workshops. Pam noted that the second half of the next steps also includes a marketing campaign or strategy development.

Pam then introduced Joel Torbeck to members. She said that Joel has been working with the LaSalle County ReDeploy Program that serves non-violent felons. This program is offered to those individuals as an alternative to being incarcerated. Pam said that Joel and Danielle VanOosten, with IL Department of Employment Security, have put together some materials that they are currently using in their workshops.

Joel referred members to the Job Search Workshop Outline that was included with the meeting materials. He said that the outline shows what topics will be covered in each of the workshops. Joel told members that Topics for the Targeted Populations is included at the bottom of the outline and will be presented depending on the audience. Joel informed members that the

standard job search includes building a resume, filling out applications, interviewing and hiring. He said that no matter what population the individual is in, the same fundamentals apply.

Danielle provided information various programs that are available to Veterans as well as to businesses that hire Veterans. She told members that IVCC will be starting a Veterans Job Club on the first Tuesday of each month from 1:00 – 2:30 p.m. at the Oglesby campus.

Rhonda informed members that the IL Department of Employment Security is in the process of developing standardized workshops that will be used statewide. She said that according to the Acting Regional Manager, Jody Wanless, staff will be scheduled sometime in September for a train the trainer event. Rhonda also told members that IDES is offering stand-alone workshops for expungement of criminal records and how to apply for state jobs.

Vanessa asked if the IDES standardized workshops would be applicable to the Targeted Populations that the committee has been addressing. Rhonda commented that all IDES staff will be using the same workshop materials. Bruce stated that IDES will still be required to provide Veterans workshops each quarter but the workshops will be standardized so that each staff person is using the same materials. Pam asked if the materials would be considered for the targeted populations. Bruce stated that it would work well with Veterans and those returning from incarceration, but could not respond how it would work for individuals with disabilities. Vanessa suggested that staff visit with Department of Rehabilitation, Gateway or Horizon House to see what type of workshops they provide to their customers. Joel told members that BEST was invited to IVCIL and conducted a workshop for them and he used the same information but presented it in a more simplified format.

Matt (Sprong) informed members that he has some resources that he could share that are tailored for individuals with disabilities.

Kris (Noble) voiced her disappointment in the survey stating that one of the challenges in reaching the targeted populations is the lack of transportation and child care.

Pam reminded members that one of the goals of the committee/workgroup was to develop a curriculum that will be used by everyone so that the same message is getting out. She said that the workshop would include information such as how to get a driver's license if returning from incarceration or how to find the documents you need to obtain a driver's license. Vanessa said that she shared the Re-Entry Guide that was published by the University of Illinois that has all that type of information included.

Dan (Payette) asked for information regarding the length of the various workshops currently being offered between BEST, Inc. and IDES. Bruce and Joel provided him with the information by saying that the workshops vary in length but overall they are done within a half-day session. Dan then suggested that the workshops be presented by a traveling team for those that do not have transportation and/or child care.

After discussion, Pam suggested that Joel contact Sharel Wolber, who is the lead of the BEST, Inc. Grant Writing Team and research the possibility of obtaining a mobile unit for the purpose

of conducting job search assistance.

Vanessa and Bruce both commented that local libraries are always looking for events to host and suggested that they be contacted about holding the workshops at their locations.

In closing the discussion, Pam summarized the next steps for this task.

- 1) Check with IDES to see if Partners can attend the train the trainer session
- 2) Research grant for mobile unit
- 3) Check with IDES to see if their standardized curriculum can be customized to include modules for each of the targeted populations
- 4) Check with local libraries about hosting job search events

Members then briefly discussed a marketing plan to get the word out about the workshops. Pam said that she would recommend shifting that responsibility to the NCI Works Business Liaison & Marketing Committee. She also thought that a Podcast would be beneficial. Matt suggested to contact the Marketing Program at IVCC as instructors are looking for projects for their students. Carrie pointed out that our area also includes Sauk Valley Community College, Kishwaukee College, Highland Community College and Blackhawk College.

#### Next Meeting

Vanessa informed members that the next meeting will be October 16, 2019, 2:30 p.m. at IL Valley Community College and the BEST, Inc. Office in Sterling.

#### Public Comments

None

#### Adjournment

With there being no further business, Matt Sprong motioned to adjourn. Motion was seconded by Bruce Larson and carried. Meeting adjourned at 3:48 p.m.

Jo Ann Johnson