

**Youth Committee  
Meeting Minutes  
April 9, 2019**

The Youth Committee was called to order at 4:00 p.m. by Chair Teresa Strum. Roll Call was taken.

| <b>Name</b>     | <b>BEST, Inc.<br/>Fiscal Office,<br/>Dixon</b> | <b>NCI Works<br/>One Stop<br/>Center<br/>Ottawa</b> | <b>IVCC<br/>Oglesby</b> | <b>Absent</b> |
|-----------------|--|---|-------------------------|---------------|
| Tera Armstrong  |  |   |                         | X             |
| Jim Carlson     |  |   |                         | X             |
| Emlee Dooley    |  |   |                         | X             |
| Jill Guynn      |  |   |                         | X             |
| Sally Hanrahan  | X  |   |                         |               |
| Beth Hubbard    | X  |   |                         |               |
| Sarah McFarlane | X  |   |                         |               |
| Aurora Medina   |  |   |                         | X             |
| Kris Noble      | X  |   |                         |               |
| Teresa Strum    | X  |   |                         |               |
| Justin Wiggins  | X  |   |                         |               |

**OTHERS PRESENT (Oglesby):** Pam Furlan

**OTHERS PRESENT (Dixon):** Jo Ann Johnson

Approval of Meeting Minutes

Sally Hanrahan motioned to approve the October 9, 2018 Meeting Minutes. Motion was seconded by Beth Hubbard and carried.

**Business Meeting**

Update on Career Preparation/Life Skills Programs

Sally informed members that the Safe School in Peru is the only one participating in the Career Preparation/Life Skills Program this year. BEST staff have been providing monthly presentations on job search and job keeping topics and asking employers to come talk to students. The principal suggested that students may be interested to talk to recruiters from the military and they will be coming to the school this month.

Sally told members that Thome School has new administration and they are focusing on social emotional issues.

Update on Current Youth Providers

Sally provided members with an overview of the current Youth Providers Report that was included with the meeting materials. Sally reminded members that beginning with Program Year 2018, providers were asked to increase one or more of their planned goals and to provide additional services to help keep the

programs in line with the WIOA performance standards. Sally said that she is happy to say that all providers are doing well and it appears that they will meet their planned goals. Sally told members that the report that was included with the meeting materials include numbers through the third week in March so she did not have any additional information to provide them.

Teresa asked about the enrollment in Job Shadowing for the LaSalle County Regional Office of Education project. Sally said that the LaSalle County Regional Office of Education does not provide Job Shadowing or Work Experience as a service, but the information was requested from another Board. Pam informed members that she talked with Kerri Hicks and Laura Olson (BEST, Inc. Career Advisors) about the students enrolled in the LaSalle County Regional Office of Education project and was informed that most of those students are already working or involved with a work study program through the school, so not a lot of youth need the work based learning program with BEST.

#### Youth Committee Initiative(s)

Pam informed members that a proposal from Thomas P. Miller was approved for a youth initiative project, however, staff are waiting until the State releases a grant application to fund the project. Pam noted that she was told that funding opportunity will not be available until June or July.

Sally continued by saying that this year a summer jobs program will be implemented for Whiteside and Lee Counties. She said that jobs will start in June and run at least until early August. Sally said that the target age group is 17-19 either in-school or out-of-school for about 10-15 students. She provided members with an overview of the program structure by saying that all enrollees will participate in a week of work readiness activities such as job keeping, job seeking, life development, etc. They will also participate in field trips that will expose them to different types of careers. In May, Sally said, staff will put together a round table that will include supervisors who have worked with young individuals so that they can share their best practices and challenges. At the end of the program, Sally told members that a hiring event will be held for young individuals.

#### Youth Work-Based Learning Expenditure Update

Pam reminded members that 20% of expenditures must be spent on work based learning initiatives. She reported that as of February 28, 27.9% has been spent and it is expected to reach 28% by June 30.

#### Review & Approval of PY 2019 Youth Projects

Sally informed members that Bureau Henry Stark Regional Office of Education, Regional Office of Education #35 (LaSalle, Marshall, Putnam Counties) and Regional Office of Education #47 (Lee, Ogle, Whiteside Counties) all submitted proposal to extend their current contract for Program Year 2019. Sally then provided a brief overview of each of the projects for PY 19. She told members that the Step Ahead Program offered by the Bureau Henry Stark Regional Office of Education provides GED preparation and some credit recovery for WIOA eligible youth from Bureau County who have dropped out from school. Sally said that due to the rural nature of the county, the instructor provides one-on-one teaching at the local library in their community. This year, Sally told members, they have requested to hire a part-time worker to assist the instructor. Sally told members that the Bureau Henry Stark Regional Office of Education proposal was recommended for continued funding, but since BEST, Inc. has not yet received their allocations, they may be asked to reduce their funding request based on negotiations.

Pam said that the Department of Labor has not yet released their allocations to the State. She said the normally the allocations are received in April, but at this point we have not been given a solid date.

Sally said that if the project(s) are reduced after contract negotiations, it is not a reflection on the program, but the availability of funding.

In regards to the Bureau Henry Stark Regional Office of Education proposal, Sally said that they will be asked to increase the incentive for Leadership Conference from \$20.00 to \$30.00 to match the policy of BEST, Inc.

Teresa Strum motioned to approve the Request to Extend Contract for Bureau Henry Stark Regional Office of Education pending contract negotiations. Motion was seconded by Sarah McFarlane and carried. Beth Hubbard abstained from discussion and voting as she submitted a competitive proposal.

Sally then presented the Request to Extend Contract for the Regional Work Study Program offered by Regional Office of Education #35 (LaSalle, Putnam, Marshall Counties). She told members that this project is for credit recovery of LaSalle County youth. Instruction is provided at the Ottawa IVCC Center, the IVCC campus and the Mendota Library. Sally said that it is recommended to extend the current contract for the Regional Work Study Program pending contract negotiations. Sarah McFarlane motioned to approve the Request to Extend Contract for the Regional Work Study Program offered by Regional Office of Education #35. Motion was seconded by Kris Noble and carried. Beth Hubbard abstained from discussion and voting as she submitted a competitive proposal.

The third project to Request to Extend Contract was the Education Outreach Program offered by Regional Office of Education #47 (Lee, Whiteside, Ogle Counties). Sally told members that this program provides services to WIOA-eligible out-of-school youth between the ages of 17-24 who reside in Lee, Ogle and Whiteside Counties. She said that youth are provided or linked with academic instruction that results in a High School Equivalency Certificate as well as career readiness skills to help them secure and maintain employment. Sally told members that this program was also recommended to extend their contract for PY 19. Teresa motioned to approve the Request to Extend Contract with Regional Office of Education #47 pending contract negotiations. Motion was seconded by Justin Wiggins and carried. Beth Hubbard abstained from discussion and voting as she submitted a competitive proposal.

It was noted, that Streator High School submitted a Request for Proposal, but they did not meet the minimum requirements for their submission and therefore the proposal was not considered for funding.

#### Other Business

Teresa informed members that KSB Hospital received a planning grant that will be used to help battle opioid addiction for local residents. She said that she is part of the Board working on this endeavor and said that Pam was also invited to be a part of this project. Teresa said that Sinissippi has hired a nationally known individual to conduct sessions for health care providers focusing on education of opioid addition and what policies and procedures are needed to be implemented. The next session, Teresa said, will include health departments, schools, police departments, care givers and other interested individuals. Kris Noble said that the U.S. Chamber has initiated some meetings with legislators to get a grasp on the issue. She also said that Rock River Human Resource group has talked about helping people in the recovery programs at Sinissippi with mock interviewing. Teresa commented that this presenter will talk about some of the legal aspects for employers.

Kris told members that the Education Committee of the Sauk Valley Area Chamber of Commerce has been meeting with businesses and education to pilot a certificate of employability skills program. This 6-week program will include 7, 8, and 9 graders from Fulton and Rock Falls schools. The long term vision, Kris said is to come up with a certificate of employability to show local employers that they have successfully completed the program. Pam commented that the message to these students need to be consistent so that they are all getting the same message. Kris said that when she has the pamphlet completed she will share with members. Teresa commented that students need to understand how to make a professional type email address, set up their voice mail on their phones and leave a professional sounding voice mail. Kris stated that team building and decision making is part of the program she is developing. She also told members that the (Post-Secondary & Workforce Readiness) PWR Act through the Illinois Legislation is now mandating that 6.25% of student's grades will be on competency based learning systems.

#### Public Comments

None

#### Adjournment

With there being no further business, Kris Noble motioned to adjourn. Motion was seconded by Sally Hanrahan and carried. Meeting adjourned at 4:51 p.m.

Jo Ann Johnson