

**Youth Committee  
Meeting Minutes  
June 11, 2019**

In the absence of Chair Teresa Strum, Pam Furlan called the Youth Committee meeting to order at 4:00 p.m. Roll Call was taken.

Name	BEST, Inc. Fiscal Office, Dixon	NCI Works One Stop Center Ottawa	IVCC Oglesby	Absent
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

Justin Wiggins motioned to approve the April 9, 2019 Meeting Minutes. Motion was seconded by Beth Hubbard and carried.

**Business Meeting**

Update on Career Preparation/Life Skills Programs

Sally informed members that the Career Preparation/Life Skills Program with Safe School went very well. Students were receptive to employer visits from Sapp Brothers, IL Valley Community Hospital (IVCH) and River Front Machine.

Update on Current Youth Providers

Sally told members that the update for the current Youth Providers was included with the meeting materials. She said that at the next Youth Committee meeting she will have the final numbers for each of the projects. Sally reminded members that July 1 will begin a new Program Year and each of the current projects did receive contract extensions through June 30, 2020. Sally said that the Education Outreach Program will fall short on their enrollments this year. She told members that they had about 45 applications of potential enrollees, but they did not consistently follow through with staff, so they were dropped from consideration. Beth stated that the Education Outreach Program stopped enrollments

earlier than in the past so that they would not go over planned numbers. Sally noted that numbers will change during the next few weeks as students receive their diplomas and enter work experience and/or job shadowing.

Sally told members that she attended the GED graduation at Sauk Valley Community College and complimented Sarah McFarlane on a great job. She said that the event was well attended. Beth stated that they promoted attendance for family members of the graduates and was glad to see that so many at the event.

Pam noted that the Regional Work Study program exceeded their numbers and the Step Ahead program fell short by one. Sally said that it is possible that the Step Ahead program will meet their planned numbers. Sally also noted that the Regional Work Study program will be asked to increase their numbers for the coming year. Pam suggested that during contract negotiations for PY 19 that each of the providers reduce their budget. Pam informed members that BEST, Inc. received about \$83,000 in reduced funding for the Youth Program for PY 19. She said that we will have some carry-forward, but it will not be the full 20% that is allowable. Sally said that she talked with Annette Pace (Finance Director with BEST, Inc.) and she has recommended to reduce each budget by 10%. Sally told members that she has contacted each of the providers and requested a modification to the budget that they submitted with the proposal. She said that she has also asked the Regional Work Study program to increase their numbers.

#### Youth Committee Initiative(s)

Sally provided members with an overview of the Summer Jobs Program that is being held in Lee and Whiteside Counties. As part of the program, Sally said a Work Readiness class will be held next week that will give the students information on careers, job search, job keeping skills, etc. After the event, Sally said that they will meet with supervisors that worked with the students and find out what worked and what did not work. Based on that information, she said, staff plan to put together informational guides that can be provided to future supervisors to help them coach youth. Sally told members that it's possible that a supervisor meeting will be done in conjunction with the upcoming Work in the Real World event in November.

Pam informed members that she participated on a conference call earlier today about an initiative to start a pre-apprenticeship program in the Whiteside Area Career Center and River Bend High School district. The program would include partners such as Sauk Valley Community College manufacturing council, Whiteside Area Career Center Workforce Council plus others. Pam said that they are looking to work together to come up with a pre-apprenticeship program utilizing the Multi-Craft Program at Sauk Valley Community College. Pam told members that a DCEO Notice of Funding Opportunity (NOFO) is supposed to be available sometime in July. She told members that she understands that this grant would allow us to serve both WIOA and non-WIOA eligible youth and adults. She said we would be able to extend the targeted population that we serve and we would be able to apply to be the intermediary for the Pre-Apprenticeship program and getting additional funding for youth. Pam told members that Ronda Kliman with the Department of Labor, Bureau of Apprenticeship Training, will be meeting with this group tomorrow and will be getting more information about the program and will let Pam know if there is a role for us in this initiative.

## Youth Work-Based Learning Expenditure Update

Pam informed members that the Youth Work-Based Learning Expenditure rate is 28.2%. She told members that the projection for the Youth Work-Based Learning Expenditure rate is 27.3% which still exceeds the minimum requirement of 20%.

## Possible Future Initiatives: Selection Discussion

Pam informed members that she recently attended two workshops in March specifically targeting youth. One was entitled “Making Apprenticeships Work for Opportunity Youth” (previously referred to as “at-Risk Youth”) that addressed developing a plan to market to employers at hiring events, etc. Pam said that we have had several events but focused on adults or dislocated workers. Now, she said, we need to do it for youth also. Pam said that this would be an option to apply for additional money and then to target the youth. She recommended that both the Employer Engagement Committee and Youth Committee provide input and endorsement of the initiative. Pam noted that the initiative could be part of the Rapid Talent Pipeline Initiative (RTPI) also.

The second opportunity is a “reverse hiring events” for youth, Pam said. She said that this is something that we could incorporate into any hiring event that was held. Pam mentioned to Sally that maybe we could tie this with an end of summer hiring event. The structure, Pam said, is that the youth are seated at tables by field of interests. Employers then visit each table and talk to youth about interests, skills, career choices and experience.

Pam asked the committee for their thoughts on these 2 initiatives.

Kris informed members that she has been sharing the 16 Career Clusters with employers and provided an overview for members. She said that it is important to get the youth to think about the career pathways for all areas that they can pursue. Kris said that students do not understand the career pathways in different industries. Pam said that she liked the idea of the career pathway. Jim Carlson commented that he also liked the reverse hiring event and agreed with the career pathways. Beth Hubbard concurred with the reverse hiring event noting that the students would be more comfortable sitting at a table. She said that they are less likely to go up to an employer and asked questions. Beth also stated she liked the idea of the apprenticeship program. Sally said that she also liked the reverse hiring event and thought it was something different. Justin commented that some youth do not know what they want to do. Kris pointed out that the career cluster would be a good start for them. Justin suggested that the youth be provided with a brief overview of the career clusters before the event. Members continued discussion about the different positions within an industry that may be available at one time or another. Jill commented that a brief highlight of the career clusters of 3 minutes or less hitting the high points would get their attention before visiting with the employers.

Pam then asked about doing a reverse hiring event at the end of the summer program and use it as a pilot program. Sally responded that since the summer program is a small group of students, she would want to include the Education Outreach Program. Beth thought it would be good for their students to be involved in such an event. Members agreed to move forward with the Reverse Hiring Event.

### Other Business

Jim Carlson provided members with an overview of the robotics program that was a success at Seneca High School this year. He said that the students had fun while learning. Jim noted that there will be some improvements made to the curriculum next year but overall the program was well received.

Jim Guynn informed members that the University of IL Extension has a new program entitled, "Tech Change Makers". She said that 4H youth have been trained and will be teaching adults how to use internet programs and services. Jill said that they also have an after-school robotics club for juniors and seniors.

### Public Comments

None

### Adjournment

With there being no further meeting, Sally Hanrahan motioned to adjourn. Motion was seconded by Kris Noble and carried. Meeting adjourned at 4:52 p.m.

Jo Ann Johnson