

**Youth Committee  
Meeting Minutes  
October 9, 2018**

The Youth Committee was called to order at 4:05 p.m. by Chair Teresa Strum. Roll Call was taken.

<b>Name</b>	<b>BEST, Inc. Fiscal Office, Dixon</b>	<b>NCI Works One Stop Center Ottawa</b>	<b>IVCC 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			

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

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

Approval of Meeting Minutes

Teresa informed members that she talked with Jo Ann about a few typographical errors in the June 12, 2018 Meeting Minutes. Sally Hanrahan motioned to approve the June 12, 2018 Meeting Minutes as corrected. Motion was seconded by Teresa Strum and carried.

**Business Meeting**

Update on Career Preparation/Life Skills Programs

Sally informed members that Thome School (Whiteside County) and the Safe School (LaSalle County) will be the sites for the Career Preparation/Life Skills Program this year. Sally said that students will be asked as to the topics that they would like to learn about. She told members that teachers at the Safe School are developing a list of topics and presenters that they would like our staff to recruit. Emlee told members that Mendota High School has implemented their own program this year with the 3 students that attended Circuit Breaker last year. Emlee said that they are teaching job skills and social skills during the 5<sup>th</sup> and 6<sup>th</sup> hour of school. Emlee suggested that we may want to open a line of communication with the Mendota High School instructor after they get settled in their program.

### Update on Current Youth Providers / Project Reach

Sally informed members that since the Youth Committee did not meet in August, the Youth Provider information included with the meeting materials is through June 30, 2018. Beginning with July 1, 2018, Sally told members that the report is also included with the meeting materials. She told members that the report includes the number of youth enrolled, number pending and outcomes, if any.

Sally reminded members that for PY 18, three Youth Programs are being operated. They include the Education Outreach Program with the Regional Office of Education #35; Regional Work Study with the LaSalle County Regional Office of Education; and, Step Ahead with Bureau County Regional Office of Education. This year, Sally said, Youth Providers are being asked to provide Work Experience and Job Shadowing numbers to the report provided to the youth committee. Sally told members that the Regional Work Study and Step Ahead Programs just started so they would not have any completions. On the other hand, Sally said that the Education Outreach Program runs year round, so their report reflects some completions. Teresa confirmed that the Planned New Enrollments for each of the programs do not include any carry-in students. Sally informed members that Pending Enrollments means that they have met with the student and they are waiting on documentation to complete the enrollment file so that they can begin the program.

Sally also told members that Project Reach does not exist any longer. She said that the individual that was operating the Project Reach project was hired full-time with BEST, Inc. to run the program and work with WIOA eligible customers. Sally asked Jo Ann to remove that item from the Agenda for the next Youth Committee meeting.

### Work in the Real World

Sally informed members that Work in the Real World will be held on Friday, November 16 at Sauk Valley Community College. She said that there is about 60 presenters that will be available to share information to about 300 students. Sally told members that they are still looking for moderators if anyone is interested. Sarah McFarlane volunteered to be a moderator.

### Youth Committee Initiatives / Vendor Fair Discussion

Pam provided members with some background of the Youth Initiative noting that the discussion started with Emlee's idea to work with foster care youth that are transitioning out of the system. She told members that staff discussed applying for a DCEO grant to help fund such a project, but it did not meet the definitions outlined for the grant. Pam told members that a few weeks ago, she, Sally, Jill and Susan Glassman met and discussed options that were available. Pam told members that an RFP will be developed for a program that will enable the youth providers' community to engage and retain disconnected youth and get better program outcomes. She said that in order to engage them, we should understand more about them which means that we would need to survey youth to find out what services they want/need and how they want to get them vs assuming we know what they need and/or want. The survey results should inform the service providers of gaps that exist and/or what kind of programs could and/or should be created. The

ultimate plan, Pam said, will be to get youth in some type of work-based learning (WBL) activity, leading to a career.

Pam told members that Phase I will solicit a topic expert in the field of working with low-income/at-risk youth (criteria would be WIOA youth eligibility criteria) to develop the survey and facilitate its distribution throughout the 8-county area through a variety of means, including technology, in order to reach the largest number of youth. Phase 2 Pam said would be the summit with the focus on community providers. Pam said that she and Sally talked about getting a facilitator that is knowledgeable in working with the challenges of youth. By the end of the summit, Pam said that an action and/or implementation plan will be developed. Phase 3 would be to implement resources both financially and non-financial of all participants in the summit.

During discussion, Emlee comments that most of the youth do not know what they need. Sally stated that is why the facilitator needs to be an expert in their field of working with the challenges of youth. After discussion, members agreed with moving forward with the Request for Proposal.

Pam provided members with a timeline of the project noting that NCI Works and Chief Elected Officials approved the release of the RFP. She said that once the RFP is returned we will be able to see if WIOA funds can be used for the project or if we need to apply for a special grant through DCEO. Pam also told members that once she finalizes the RFP she will send it out to Youth Committee members for their review. Sally requested that the facilitator be somewhat familiar with rural areas.

#### Youth Work-Based Learning Expenditure Update

Pam reported that the Youth Work-Based Learning Expenditure as of the end of August is 37.4% which is very good. However, she said that when this expenditure rate is projected to the end of June we are about half of that percentage. Pam told members that staff need to focus on Work-Based Learning Activities.

#### Tackling the Tough Skills Update

Jill informed members that Breanne Suarez is no longer with the University of IL Extension and she was the only one on staff certified to teach that curriculum. Jill said that the Youth Development Facilitator position will be posted soon. Once a person has been hired for that position, Jill said, we may be able to continue discussion about the Tackling the Tough Skills program.

#### Other Business

Sarah provided members with an overview of the Sauk Valley Community College Health Careers Bridge Program that is being offered during the spring semester. Sarah told members that this Bridge Program is one of the most popular programs as it can lead to going into another medical career. Sarah said that Sauk Valley Community College is working with AHEC on this program. Teresa stated that they have talked about the student getting points for entering the

nursing home after this Bridge Program. Sarah commented that some incentive is needed for the students.

Public Comments

None

Adjournment

With there being no further business, Emlee Dooley motioned to adjourn. Motion was seconded by Jill Guynn and carried. Meeting adjourned at 4:55 p.m.

Jo Ann Johnson