

**Youth Committee  
Meeting Minutes  
August 8, 2017**

The Youth Committee was called to order at 4:00 p.m. by Acting Chair Emlee Dooley. Roll call was taken.

<b>Name</b>	<b>BEST, Inc. Fiscal Office, Dixon</b>	<b>NCI Works One Stop Center, Ottawa</b>	<b>Absent</b>
Martha Anderson			X
Tera Armstrong		X	
Jim Carlson			X
Emlee Dooley	X		
Jill Guynn			X
Sally Hanrahan	X		
Beth Hubbard	X		
Aurora Medina			X
Paula Rademacher			X
Breanne Suarez		X	
Teresa Strum			X

**OTHERS PRESENT (Ottawa):** Dianna Schuler

**OTHERS PRESENT (Dixon):** Pam Furlan, Jo Ann Johnson

Approval of Meeting Minutes

Tera Armstrong motioned to approve the June 13, 2017 Meeting Minutes. Motion was seconded by Sally Hanrahan and carried.

**Business Meeting**

Update on Career Preparation/Life Skills Programs

Sally informed members that within the next few weeks she will contact the Safe School and Thome School to official set the schedule for the Career Preparation/Life Skills Program for the coming school year. She told members that the Career Preparation/Life Skills Program will not be held at Circuit Breaker this coming school year.

Update on Current Youth Providers / Project Reach

Sally told members that two reports were included with the meeting materials. She reported that for Program Year 2016 (07/01/2016 – 06/30/2017) each of the 4 Youth Providers and Project

Reach exceeded their planned numbers to be served. Sally told members that for Program Year 2016 each of the contractors did well this year. Referring members to the Program Year 2017 (07/01/2017 – 06/30/2018) report, Sally said that some of the programs have not officially started so the numbers will be reflected in the October report. Sally corrected the Project Reach report noting that 9 students will be served in Program Year 2017. She told members that the Project Reach project started in January 2017 and the number she reported was cumulative. Sally said that she will change the reporting format for the next meeting.

## RISE UP

Sally reminded members that RISE UP is a credentialing program through the National Retail Federation (NRF) for individuals ages 17-24. She told members that BEST, Inc. in Ottawa and Princeton have some concerns as to how it will work for their students. She said that the staff did not feel that the students would give the time needed for the program. Beth Hubbard told members that she did some research on the project and is willing to run a pilot program through the Education Outreach Program. Beth then outlined the costs and different options available to run the project. The first thing that would need to happen is to join the NRF and become a partner. There is no cost to join the NRF. Beth noted that the closest testing site is Northern IL University. In order to become a testing site, Beth told members, the organization would need to apply and pay \$175.00 per physical location. She said once a site is determined, a proctor would need to be added to that site. As for the student side of this curriculum, Beth said, they would access it online (e-learning) and download a PDF of the modules. Once the student is comfortable with the curriculum they will be able to test. Another option, Beth told members, is to pay \$50.00 for the curriculum to see what it looks like and then we can decide if we want to become a testing site. Another point of interest, Beth said, if the curriculum would be taught by a teacher, the cost would be \$500.00 per instructor. The course will take 20-40 hours to each the modules. Beth offered Wallace School as a testing site for the RISE UP project. She also recommended that the curriculum be purchased for \$50.00 and volunteered one of her students to look at the materials. During the discussion of the curriculum, Sally pointed out that there is a lot of soft skills built into the program. After discussing the benefits of the RISE UP program members agreed that it was worth pursuing. Beth told members that she will need to look at her current grant agreement with BEST, Inc. to determine the line item for the expenditure.

## **Issues Affecting Youth**

### “Tackling the Tough Skills” Program

Breanne introduced members to the “Tackling the Tough Skills” program offered by the University of Illinois Extension Service. Copies of the curriculum was disseminated to members. Breanne told members that the program is very flexible and can be offered as a standalone or series depending on the needs of the audience. She said that it could be done for 8 or 10 weeks depending on the timeframe needed. Breanne told members that the “Tackling the Tough Skills” program can be done at no cost. She said that she has a copy of the curriculum

and can see if additional copies could be gotten at no cost. Breanne informed members that the students would need to enroll in 4H that would require some demographic information on the student, but they would not need to give them their name. The program, Breanne said, is done in a group for students ages 14-18. She noted that there was also an adult version of the program available. Members then discussed the program noting that connection with soft skills. Breanne told members that the "Tackling the Touch Skills" program does not come with a certificate, but the University of Illinois Extension Service can make one available. After discussion, members agreed that this program would benefit the students at Circuit Breaker. Sally said that she and/or Emlee will contact Circuit Breaker about this program and set up a meeting.

#### State of the Workforce (SOW) Report Update

Pam disseminated copies of the State of the Workforce Report to members. She informed members that the report contains the big picture of our 8-county area and encouraged members to review it. Pam said that during the discussion from one of the community forums it was suggested to survey youth in the area to find out if they are considering staying in the area. Pam told members that years ago, the Local Workforce Board conducted a Cool Community Survey that asked youth several questions about leaving or staying in the area when they complete school. She said that questions also included questions about their career path, fun activities, educational activities, employment opportunities, etc. Pam said that the Cool Community Survey was distributed through the Career Advisors to the local high schools. Pam asked members if the Youth Committee would like conduct such a survey again. Continuing, Pam pointed out that in the State of the Workforce Report, young people are leaving this area while the people staying in the area are getting older and not necessarily going to be retiring. Tera commented that she would like to see the questions that were used from the original Cool Community Survey. Sally stated that it would be beneficial to look at the questions from the previous survey. Emily commented that with tourism may be keeping the youth in the local area. Pam told members that tourism and hospitality if of big interest in our Local Workforce Area. She said that there is an interest in Theme Trails such as a Presidential Trail and Restaurant Trail. It was agreed that a copy of the Cool Community Survey (and results) will be shared with the Youth Committee at their October meeting.

#### Other Business

None

#### Public Comments

Dianna Schuler asked members to "Like Us" on Facebook.

Adjournment

With there being no further business Sally Hanrahan motioned to adjourn. Motion was seconded by Tera Armstrong and carried. Meeting adjourned at 5:00 p.m.

Jo Ann Johnson