

**Youth Committee
Meeting Minutes
February 14, 2017**

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

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

Sally Hanrahan motioned to approve the October 11, 2016 Meeting Minutes. Motion was seconded by Martha Anderson and carried.

Business Meeting

Update on Career Preparation/Life Skills Programs

Sally informed members that this year's Career Preparation/Life Skills Programs have two sites. One is at the Safe School in Peru and the other is at Thome School in Rock Falls. Sally told members that the program at the Safe School is going very well. She mentioned that new students are being brought in so some of the programs are being repeated. Sally told members that Aurora has agreed to conduct a presentation at the Safe School on Friday. She continued by saying that the teacher at the Safe School is very excited about the employer panel that is scheduled for April. The Safe School, Sally said, has asked that a military recruiter be invited to talk with the students as a possible career choice. In regards to the Thome School, Sally said the program is going well. In addition to information provided about

job search, Sally said, they requested staff to explore the opportunity for employers to provide the presentation. Sally told members that she has been inviting individuals from different industries to come in and talk to the students. Sally informed members that Teresa recruited an individual to make a presentation about health care later in the month.

Update on Current Youth Providers / Project Reach

Sally informed members that the Youth Providers and Project Reach updates were included with the meeting materials. She told members that the Bridge program offered at Streator High School are doing well. Sally said that the Education Outreach Program with the Regional Office of Education #47 has exceeded the overall number of new youth this year. She said that they are no longer taking new students from Lee or Whiteside Counties but will still take new students from Ogle County as they would like to fill the GED class in that county. Sally told members that students from Lee and Whiteside Counties are being referred to Adult Education at Sauk Valley Community College until July when spots will open back up. Sally then informed members that the Regional Work Study Program with LaSalle County Regional Office of Education have been working with students at the IVCC Ottawa Campus and IVCC Campus. She told members that they could tell by the numbers that the program is positively accepted. Sally then disseminated a copy of an article that was in the local newspaper regarding one of the students enrolled in the Regional Work Study Program. The Step Ahead Program operated by the Bureau County Regional Office of Education, Sally said is doing well. They will have new enrollees this month. The Project Reach program provide high school equivalency instruction to youth in Carroll and Jo Daviess Counties. This program, Sally said, is contracted through the Business Employment Skills Team, Inc. with a licensed teacher. Sally told members that the instructor has met her enrollment numbers and is waiting on completions. Overall, Sally said the program is doing well.

Work in the Real World Update

Sally informed members that the Work in the Real World event was held in November at Sauk Valley Community College. She told members that career information was shared with about 235 students. Sally said that about 40 employers were on hand and talked about a variety of careers. Overall, Sally said that evaluations were positive. The date for this year has been set with Sauk Valley Community College (November 17). Sally told members that Sauk Valley Community College has been very gracious to hosting the event and also provided pizza and cookies at no cost. However, due to a limited budget and classroom management, Sally said that the planning committee has been asked to reduce the number of attendees.

Sally noted that Jerry Binder (Assistant Director, Whiteside Area Career Center) received some favorable comments on the evaluation. Paula noted that the event in November 2017 will include some Building Trades programs. Sally commented that a representative from Jo Daviess Carroll County Career Technical Education Academy talked with students and is interested in replicating a Work in the Real World event in their area. Pam stated that it would be good to partner with the Career Technical Education Academy. Sally noted that she has offered to meet with them and discuss the benefits of the event.

WIOA Youth Career Pathways Grant

Pam reminded members that Business Employment Skills Team, Inc. applied for a Career Pathways Grant to cover the IL Valley Community College and Sauk Valley Community College areas, but was denied. DCEO, Pam said, released the Request for Proposal for the Career Pathways Grant but it had to be a regional effort. Pam told members that would include the Quad Cities area and they were not interested in applying for the grant. Prior to the release of the second RFP, Pam told members that some individuals got together and decided to run a similar program on our own. Pam told members that Business Employment Skills Team, Inc. is partnering with the Whiteside Area Career Center, Sauk Valley Adult Ed Department, IL Valley Community College Adult Ed Department and the LaSalle-Peru Area Career Center. To date, Pam said that there are 3-4 students at IL Valley Community College interested in the manufacturing bridge program.

Discussion was held about asking high school superintendents and/or guidance counselors to identify students who might be interested in pursuing a pathways program. Jim Carlson commented that Seneca High School would be interested. He encouraged staff to contact the local high school superintendents so that they can enable the process that works best for their individual schools. Paula stated that is similar to what Whiteside Area Career Center is doing with the multi-crafting program at Sauk Valley Community College. It was noted that April 28 the Whiteside Area Career Center will be hosting a Job Fair for students. Pam suggested that BEST, Inc. could coordinate with the effort to start a pilot program that would involve career center(s), guidance counselors, superintendents and employers for eligible students. Pam asked Sally to work with the Business Employment Skills Team, Inc. Youth Workgroup on this effort.

Paula informed members that Sauk Valley Community College will be hosting a Manufacturing Day on April 7. She told members that the students will tour 2 different businesses and then return to Sauk Valley Community College for lunch. Sally offered her assistance for that day if needed. Paula encouraged out-of-school youth to attend.

Youth Budget Update

Pam informed members that under WIOA, 20% of the youth funds must be spent on work-based learning activities. She noted that the 20% can include staff services and wages that are for work-based learning activities. Most of the time, Pam said, it would be wages for work experience, internship and if an older youth, OJT. Pam informed members that she would like to begin reporting the expenditure information to the Youth Committee as an informational item. Currently, the youth expenditure is 27.7%. The projected rate at the end of the Program Year, Pam said, is 25.6%. She told members that staff does not see any problem making these percentages.

PY 17 Request for Proposal (RFP)

Sally informed members that the Youth Request for Proposal will be released on March 16. Since the Youth Committee will not meet prior to due date of the Request for Proposals, she asked members if they would be interested in volunteering to read and rate the proposals. Teresa and Paula volunteered to read and rate the proposals.

Other Business

Teresa informed members of the impending nursing shortage in the United States. She noted that employers are scrambling and the need for nurses, both LPN and RN have increased. Teresa commented that the shortage is due to the increased demand as well as retirement of the current workforce. Part of the problem, Teresa said, is that nurses with a Master's Degree are being taken out of the work place and put into the classroom to train future nurses. Another issue is that the nursing programs only allow a limited number into the program. It was noted that Sauk Valley Community College is working on changing their nursing program curriculum.

Dianna Schuler informed members that Mary Katos, the Employer Relations Representative in Carroll and Jo Daviess Counties is coordinating a Summer Youth Job Fair with CTE. The event, Dianna said will be on March 16 at the CTE Office in Elizabeth. Dianna said that they are expecting 8-9 schools and 7 businesses from the hospitality and tourism sectors who are currently hiring will be in attendance taking applications.

Jill asked Pam if there was an opportunity for the Youth Committee to have any input into the upcoming Community Audit that NCI Works is doing. Pam responded by informing members that a consulting firm will be conducting a Community Audit-Unemployed Survey for LWIA #4 (Bureau, Carroll, Jo Daviess, LaSalle, Lee, Ogle, Putnam & Whiteside Counties). This study, Pam said, will look at the demographics of the local area and develop a comprehensive assessment of communities and counties. In addition to that information, they will also look at the percentage of the population that is underemployed. Pam told members that BEST, Inc. was informed that they did receive the funding for this project, but no contract has been initiated. Jill stated that the University of IL Extension is looking to develop some new programs and was interested in learning more about the information that is being gathered for the Community Audit. Pam said that she would email Jill with the information.

Pam then informed members of another grant that was received. She told members that a Process Mapping project was approved for funding. The goal of this project, Pam said, is to identify the programs and services that are available and enable all partnering agencies to work together for the benefit of that mutual customer.

Pam told members that she would keep members informed on the status of these two projects. She said that if anyone had any questions regarding these projects to send her an email.

Public Comments

None

Adjournment

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

Jo Ann Johnson