

**Youth Committee Conference Call
Meeting Minutes
August 11, 2020**

The NCI Works Youth Committee Zoom Meeting was called to order at 4:03 p.m. by Chair Teresa Strum. Roll call was taken.

Name	Present	Absent	Name	Present	Absent
Tera Armstrong		X	Beth Hubbard	X	
Jim Carlson		X	Aurora Medina		X
Emlee Dooley	X		Sarah McFarlane	X	
Abby Farrell		X	Kris Noble	X	
Jill Guynn	X		Teresa Strum	X	
Sally Hanrahan	X		Justin Wiggins		X

Others Present: Carrie Folken, Jo Ann Johnson

Approval of Meeting Minutes

Sally Hanrahan motioned to approve the April 14, 2020 Meeting Minutes. Motion was seconded by Teresa Strum and carried.

Business Meeting

Update on Career Preparation / Life Skills Programs

Sally told members that she has not reached out to Safe School in Peru about providing information again this year to students. She said that she thinks that we will not be able to do what we have done in the past this semester just because of the situation with COVID. She told members that she will reach out to their principal in September to see what we might be able to do.

Although it's not life skills, Sally did inform members that we hope to work with a few students from the Safe School in the Regional Office of Education in Lee, Ogle and Whiteside Counties. Sally told members that recent changes allows BEST to offer some limited funding for occupational training for youth who are in high school. The Safe School, Sally said, has students that they would like to send to the Whiteside Area Career Center and were unable to provide the funding for the students to do that. Sally said that if their students meet our (Title I) eligibility criteria, we will be able to pay for their tuition at the Career center as well as any required expenses. She said that they would also be able to participate in work experience as well. Sally noted that BEST does not have a lot of funding available for tuition for high school students, but thinks that they can take up to 3 or 4 students this year to see how it could work.

Review of PY 19 Youth Providers

Sally referred members to the PY 19 Youth Provider report that was included with the meeting materials. Sally that the report reflected the number of youth served and outcomes for Program Year

2019 which just ended on June 30. Sally said, like everyone, these programs were unexpectedly hit with the COVID situation and had to make some big adjustments in the way that they delivered services in the last quarter of the program year. She said that all three programs reported that one positive outcome was that students and staff are learning more about how to use technology in teaching and that they will likely continue doing even after everything is completely opened up.

Update on Current Youth Providers

Sally informed members that after the April Youth Committee meeting, staff conducted negotiations with each of the Youth Providers. She said that they made some suggestions for changes to the program setup and and/or budget amounts. Sally said that all three programs agreed to changes and the contracts were signed for their respective programs to begin on July 1. Sally reminded members that the programs always start out slow because typically classes do not start until mid-August or September so they will not see a lot of activities on the PY 20 Youth Provider Report.

Sally told members that she did change the format of the report for PY 20. She said that the report shows the number of students who are actively in the program and the number that are in follow up on July 1. Sally told members that Follow-Up is the contact and activities that take place after a youth is done with the program. The student is followed-up for about a year. This year, Sally said, we have asked all of the contract providers to continue to do the follow up as they have done in the past. Working with students, she said, in follow-up is not as time consuming as it is to work with the students who are in the program, but it is a big part of what our contract providers do. Sally told members that all but one of the performance measures is determined during the follow-up period so providing follow-up services ensures that our performance stays where it needs to be.

Continuing, Sally said that also different this year is that contract providers are not providing job shadows or work experiences, but we are still going to ask them to refer youth to BEST for assistance in those areas. The report, she said, will show the number of youth referred and then the number that ended up getting a job shadow or a work experience from that referral.

Kris Noble asked how the Bureau County program was meeting with students since most of the Libraries are closed due to COVID. Sally reported that most of the small town Libraries remain open so the coordinator of the Bureau County program is able to meet with students. Additionally, she told members that even though the Princeton Library is closed, they are allowing the coordinator to meet the students at a picnic table outside by the Library so they have access to their WIFI.

Sally also told members that during negotiations staff asked the Youth Provider if they were in need of any equipment to operate their program this year.

Youth Committee Initiative / Committee Goals

Carrie asked members to brainstorm and think of goals for the new Program Year. She reminded members that a few years ago their goal was to implement a Career Exploration/Life Skills Program and that has been doing well. Carrie asked if members were interested in doing any other type of initiative as the NCI Work Youth Committee. During discussion, members agreed that most 17 year old are not motivated and they are always looking for ways to get them interested in the various programs.

Members also discussed the possibility of obtaining a dropout list from the Regional Office of Education so those students could be contacted to see if they would be interested in any of the youth programs being offered by the various providers. Members also talked about providing incentives for achievements to keep the students on track. In closing, members all agreed that it's a challenge getting students in the programs. Carrie asked if members would like to research information to find out what does attract the 17 year old age bracket and see if programs can be developed for them. Members commented that it may be a benefit to have a former participant who has achieved success to come and talk to these students. Members agreed that would be a good idea as it may be eye-opening for the youth to see how others have advanced in their career and lives.

Youth Work-Based Learning Expenditure

Carrie reminded members that the Work Based Learning Expenditure is 20% of the expenditures for the youth allocation. She told members that we have to meet this expenditure as it is required by the law. Carrie admitted that when COVID hit the area, staff were somewhat nervous because so many worksites closed and the students were not able to work. She told members that DCEO allowed us to pay a COVID pay for those individuals who lost their Work Experience jobs due to COVID. With that being said, Carrie informed members that as of June 30, the Work Based Learning Expenditure was 23.6%. She told members that she is looking forward to a larger number next year.

Work in the Real World

Sally told members that she assumes that Work in the Real World will not be held this year but has reached out to the contact person at Sauk Valley Community College. She said that she will keep members informed if there will be some type of Work in the Real World this fall.

Other Business

COVID-19 Impact on our Youth Population in LWIA #4

Carrie told members that this information was on the previous Agenda and asked members how the COVID crisis is affecting the youth that you have on a day-to-day basis. Sarah said that Sauk Valley Community College is getting more students who are interested in virtual and online classes. Teresa noted that she conducted a virtual workshop recently and wondered how many were really engaged. She said they took a poll at the end of the workshop and 14 out of 16 attendees did provide specific examples that were mentioned, but 2 did not relate to anything. Beth said that they are getting more calls from students wondering when they can start classes. She said that they will start classes on August 25 following CDC guidelines. Beth noted that ideally they would like to get the students to be a part of hybrid classes so that they could become more comfortable with technology. Teresa commented that there are challenges all around between classroom, daycare and home. She said that everyone needs to have flexibility and adaptability to continue to move forward. Teresa noted that we have come so far and able to accommodate everyone at some level. One challenge Teresa said she sees is with clinical.

In closing, Teresa commented that the Youth Committee has talked a lot about soft skills throughout the years. She said that will be it may be a bigger conversation now with such a virtual world. She said that could be an area of focus for the Youth Committee.

Public Comments

None

Adjournment

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

Jo Ann Johnson