



NEMO WORKFORCE DEVELOPMENT BOARD

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**NEMO Workforce Development Board
YOUTH COUNCIL
Meeting Minutes
October 5, 2017**

PRESENT

Youth Council Members

Mark Chambers, Moberly Area Community College
Kristin Chesher, MACC Access & ADA Services
Melissa Layman, Vocational Rehabilitation
Ann McCauley, Moberly AEL
Pat Poepping, NEMO WDB Chair

Guests

Janet Hickey, Boonslick RPC
Sheree Prebe, Gamm, Inc.

NEMO Workforce Development Board Staff

Diane Simbro, NEMO WDB
Sharon Hillard, NEMO WDB

NOT PRESENT

Youth Council Members

Deborah Atkinson, Job Corps
Donna Dunwoody, Moberly Housing Authority
Mollie Gilliland, Macon Housing Authority
Will Hays, LOQW
Alonna Kiser, 10th Circuit Juvenile Office
Lydia McClellan, Macon AEL
Kristin Plunkett, Probation and Parole Officer II
State of Missouri

Chief Local Elected Official (CLEO)

Ryan Poston

MEETING CALLED TO ORDER

Chairperson Mark Chambers called the October 5, 2017 Northeast Missouri Workforce Development Board (NEMO WDB) Youth Council (YC) meeting to order at approximately 10:00 a.m. at the Moberly Area Community College, Moberly MO.

ROLL CALL AND SIGNATURE SHEET

Roll call was taken and a signature sheet was signed by all individuals. Five Youth Council members were present, and a quorum was established.

APPROVAL OF AGENDA AND MINUTES

Pat Poepping moved to approve the agenda and the June 8, 2017 Youth Council meeting minutes. Melissa Layman seconded the motion, and the motion was unanimously approved.

SUMMER JOBS LEAGUE (SJL)

Diane said the Northeast Region was given 40 slots for the TANF Summer Jobs League (SJL) program this year. Although we got a late start, we were currently at 63% of our goal for enrollment. We had received 39 applications, completed 30 assessments, provided 31 youth with work readiness training and 25 youth were enrolled in work experience. The program was extended to November 30th due to the late start. However, we would probably have to stop enrollments the middle of October.

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) UPDATE

Diane said due to WIOA, we had been instructed to revise our old policies and write some new ones. For the Youth program Sharon was reviewing the Youth Stipend and Supportive Service policies. It didn't appear that there would be any major changes in the policies. The Youth Follow Up policy would be updated as well. Before the policies were finalized, they would be sent to the subcontractors for their input. She explained that the region always follows DWD's policies but WIOA requires the Local Boards to establish their own policies as well.

Diane said the NEMO WDB would also be working on its Local Plan for resubmission to DWD by the end of the year. We would probably be asking the Youth Council and subcontractors for their input during that process. She also mentioned that the NEMO WDB would be submitting a Request for Proposal (RFP) for the Youth Programs in the upcoming year. Plans were to have the RFP posted by the first week in February.

YOUTH PERFORMANCE

Diane said accurate performance updates were still not available from the State Case Management System. She had been told that all data should be converted to the new system by October 16. After that conversion, we should be able to run reports. She noted that the State wasn't planning to extend the contract with MoPerforms so staff wouldn't need the requested training on that system. All reports would now be coming from the MoJobs Case Management System.

It was asked if staff liked the new system. It was stated that the new system still had a lot of quirks that were being addressed and the system required more detailed information which required staff to input more data. It was also stated that DWD Tech Support had been excellent to work with. Diane said part of the reason for more detailed information was due to WIOA requirements.

Diane said there would be no performance negotiations with the State this year, and the regions aren't going to be held accountable for performance this year. However, we still needed to make sure we were doing the best we could. She said the regions aren't being held to performance this year because the data in the system was skewed. Through the NGCC model, everyone who came into the Job Centers was placed into

membership. Under WIOA, that is no longer the case. We also had a lot of people that weren't being exited because they would do an occasional job search that would keep them active. Under WIOA, job searches will no longer keep individuals active and they will be exiting the programs. Due to these changes, our numbers appear to have significantly decreased.

An issue with the MoJobs Case Management System not exiting individuals was discussed. Issues with inputting estimated training and supportive service dates in the system were also discussed. Sheree said staff could estimate training for 90 days and supportive services for only 30 days. She had asked DWD tech support about the issue and was told that they wanted to make sure program operators were doing something with the clients. She said it was a lot of work to remember to update this on every individual. Janet mentioned that there were also issues with pulling reports for case managers to know how many individuals and who they had on their case load. The subcontractors were asked if they received Diane's email regarding selecting the Case Management System reports they wanted access to. The subcontractors had some questions about the report descriptions and it was decided that they would discuss the issue further after the YC meeting.

YOUTH SERVICE PROVIDER UPDATES/REPORTS

- **Boonslick Regional Planning Commission**

Janet Hickey provided a performance report for Boonslick RPC. In July NECAC Service Coordinator Janice Allan and staff presented a workshop called "*Reality Enrichment and Life Lessons*" at the Job Center. It was an interactive poverty simulation designed to help youth participants understand real life situations. The youth found the mockups to be true-to-life lessons and were able to get an understanding of the struggles people face. She said BRPC was working on their outreach to area youth. Staff had visited Montgomery County twice, sharing information about all programs and helping job seekers register on MoJobs. They were working with the Troy Chamber of Commerce to set up a visit in Lincoln County and were excited about the opportunity to reach more residents within the Job Center service area. On June 21, National Council on Alcoholism & Drug Abuse Community Based Prevention Specialist Julie Hook presented "*The Current Prescription Drug Misuse*" workshop for the youth. The impact all drugs have on the brain and the current understanding of addiction as a neurological disease that is both preventable and treatable was discussed. Proper disposal of unused prescription drugs and who to turn to when looking for help was also discussed.

For enrollments they had 10 ISY and 38 OSY, 16 youth in follow-up, and 5 hard exits. Information regarding incentives for PY 2016 was also provided. Three of the five individuals enrolled in the Youth program who graduated from high school are attending college.

Mark said MACC would soon be starting some projects with Pike Lincoln Technical School involving virtual enrollment classes etc. He also mentioned that there had been some changes happening in healthcare training.

- **Gamm, Inc.**

Sheree Prebe provided performance and expense reports for Gamm, Inc. for July 1, 2017 to September 30, 2017. For ISY, they had 1 new enrollment with a total of 29 ISY enrolled. For OSY, they had 6 new enrollments with a total of 83 OSY enrolled. Information regarding OSY and ISY enrollments per county was provided. Six youth were provided classroom training activities, and the average cost per customer was \$1,272.42. Work experiences were provided to 2 Scholars @ Work individuals and 2 ISY. A total of \$900 had been provided to OSY for incentives. Sheree said 4 individuals were enrolled in HSE classes. Supportive services were being provided to 4 individuals. Sheree provided an expenditure report and said they were doing fine on their expenses. A copy of a letter Gamm, Inc. Case Manager Elaine Miller received from a participant expressing her gratitude for all the services she had received was also shared. Diane said staff work very hard serving the youth and letters of gratitude were very much appreciated. Sheree said

activity for Marion County was low but she thought that would improve now that MACC was providing services in that area.

ROUNDTABLE - OPPORTUNITY FOR EACH AGENCY TO SHARE EVENTS, INFORMATION, AND SPECIAL PROJECTS

Mark provided information regarding the MACC Career and Health Fair to be held Wednesday, October 18, 2017 from 11:00 to 4:00. They will have approximately 115 tables. A list of agencies planning to set up tables was provided. Student nurses will have displays and provide information regarding health issues. Door prizes will be awarded. Several high schools plan to attend and the community is also invited. On October 25, 2017 from 5:30 to 7:30, the MACC Moberly Campus will be having an open house for their health program. Mark along with nursing staff and other individuals will be there to provide information to interested individuals regarding the programs. It was asked if Job Center information was provided in the MACC financial package given to students. Mark said they provide individuals with all information and it was included in the package.

Mark said as one of the proctors for the HiSet on the MACC campus, he sees every student who takes the HiSet. He also sees their scores, talks with them and provides them with his business card. He encourages the students to further their education and he refers them to others. At the last testing, they had about 10 kids that scored 18, 19 and 20 across the board. Five of those students had already signed up for classes at MACC.

Ann McCauley said MACC had to postpone the start of the LaBelle AEL classes due to the lack of youth signed up. Due to extending their program and being short staffed, she asked her two secretaries if they would like to go to the LaBelle and Canton area for a day recruiting. They were excited and went everywhere. Bill had been recruiting in the area as well. The availability of the AEL service was new in the area so they were trying to market the program on the borders. Classes at LaBelle are held on Tuesday and Thursday. They really want to grow the border program because of the lack of services. They don't have enough funds to put services in Scotland County and they were aware of some transportation concerns there. Their next goal was to acquire funds to branch out to several of those northern counties. Sheree said if individuals travel through the country it would only take about 45 minutes to get to LaBelle. Ann said several people had told her that the bridge being out now was an issue and as soon as it was fixed they would come.

Ann said MACC had two AEL classes in Kirksville. One was held on Tuesday, Wednesday and Thursday mornings and the other was held on Tuesday, Wednesday and Thursday evenings on the MACC Campus. The AEL program was growing and they had gone from approximately 150 to 950. They also had classes at the Vandalia women's prison, Vandalia public schools, Bowling Green public schools, and three classes at Hannibal. They were also starting an AEL class for students enrolled in the MoDot Heavy Construction program who will get their HiSet and a certificate in Heavy Highway Construction. MACC was recruiting for that program now. They also had AEL classes at Mexico which were overflowing. They had been contacted about a new grant to cover the cost to transport students who can't get into the class at Mexico to Vandalia where they had openings. They took over Columbia and opened a morning class that they had to double and they opened an evening class as well. At Columbia, they are also doing an Integrated Education and Training (IET) program with Job Point where students have the opportunity to get their HiSet and any kind of skills or certificates that Job Point offers.

Ann said MACC just opened their Integrated Education and Training (IET) program with the college. Students can be dually enrolled in the AEL program to get their HiSet while they are taking classes at the college to get their Associates degree in Childcare. If they complete the program and agree to teach in a childcare program or in a public school in MO for a certain amount of time, T.E.A.C.H. MO will pay a portion of their degree.

Mark talked about an opportunity for individuals in the Bachelors program taking a combination of Associates Arts and teaching classes to go from MACC with an AAS into Mizzou at no cost.

Ann said part of the reason MACC has become so involved is because when they looked at workforce needs in Moberly they discovered that the community childcare center was licensed for 100 children and only serves 40 because they can't get enough credentialed teachers. They wanted to get involved and really make a difference.

Diane said this was similar to what was happening with Douglas Community Services in Hannibal through the pre-apprenticeship/apprenticeships for the child development. There will be an October 27th meeting with Douglas Community Services, DOL, DESE, NEMO WDB and MACC. Once individuals get their certificate they can receive tuition reimbursement. Ann said T.E.A.C.H. MO was a statewide program and they may be eligible for that as well.

Ann mentioned that they were just getting started with a new program in Kirksville that wasn't up and running yet. They have contacted Kraft/Heinz and Hollister to discuss ways to provide the support they need that can be offered through MACC's Mechatronics program. They are working to develop a program where their Kirksville AEL students can dually enroll and go to the Mechatronics lab to study manufacturing concepts that they would need for jobs at Kraft/Heinz and Hollister. Mark said MACC was really trying to offer small business support and was also working to create non-credit adult education programs. He noted that he would soon be score certified and could start working with small businesses again.

Ann said it hadn't been announced yet but MACC was working with the State to develop and pilot a new adult education diploma that results in the HSE and credit hours. Students will take the *Introduction to Community College* course in their AEL class and a career and technical education class and finish with a High School Equivalency and a community college certificate for two hours college credit. MACC will pilot the program and it will be implemented statewide. Diane asked Ann to send information about the program for her to forward to everyone.

Kristin Chesher said students who had any limitations/disabilities could be eligible for accommodations and this may warrant a referral to the MACC Access and ADA Services Office. This could include things such as specific keyboards, extended testing time, etc.

Melissa Layman said Vocational Rehabilitation was also implementing a new case management system and staff had new guidelines on data they were required to enter. The changes had created some extra paper work etc. but she hoped it didn't impact the services they provided. She said she covers Randolph County and works with four schools in Boone County. She spoke about their summer work experience program in Columbia for eligible juniors. Youth were paid minimum wage for six weeks. They worked 16 hours a week and 4 hours of the week was classroom time for soft skills training.

Diane said the younger the youth are when they begin working and learning soft skills, such as how to show up for work on time and how to work with others, the better work habits they will develop and the better employees they will become. Unfortunately, youth have sometimes developed a lot of negative behaviors from their environment that they need to unlearn.

Mark said Pat Poepping was the newly elected Chairperson for the NEMO Workforce Development Board and would be attending the Youth Council meetings. Pat also works closely with the college Architectural Mechanical Design program (AMD) program.

NEXT MEETING DATE/LOCATION

The next Youth Council meeting is scheduled for November 30, 2017. Location to be determined.

ADJOURNMENT

The meeting adjourned at approximately 11:35 a.m.