

NORTH CENTRAL WORKFORCE INVESTMENT BOARD

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North Central Workforce Investment Board
Youth Council Meeting
October 8, 2008
ITEC, Ridgway, PA

Meeting Minutes

Members Present

Lois Richards	Randy Newell	Ron Berguson
Lisa Kweder	Rebecca Agens	Kassie Zilkofski
Paul Timbrook	George Scull	Mike Dodge
Blythe Brunner	Jim Papp	Donna Kilhoffer
Risha Johnson		

Members Absent

Jonna Irvin	Diane Bernardo	Cathy Straub
Ralph Serafini	James O'Mara	Courtney Cole
Stacey Lo Castro	Linda Thompson	Chris Casey
Ron King	Kenneth Straub	

WIB Staff

Susan Snelick	Pam Streich	Barb McKnight
Jim Stockdale		

North Central Staff

Shawn Evans	Teresa Neal	Diane Corey
Troy Johnson	Judy Galsick	

Guests

Mark Flacinski, IU 9 Transition Council

Call to Order

Chair pro tem Paul Timbrook welcomed everyone and called the meeting to order at 10:10 AM.

Susan introduced new Youth Council Member Donna Kilhoffer. Introductions were made.

Pledge

The Pledge of Allegiance was given.

Minutes of Previous Meeting

Paul asked if there were any corrections, amendments, or additions to the July 10, 2008 meeting minutes. With no corrections, amendments, or additions Randy Newell moved to accept the July 10, 2008 meeting minutes as presented, seconded by Ron Berguson. Motion passed.

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Correspondence

There was no correspondence to share.

Presentation from Youth Representatives

Youth Council Members Kassie Zilkofski and Rebecca Agens, who represent youth from the North Central Region, gave a presentation regarding their experiences from a trip they made to Penn York. Judy Galsick, Youth Employability Counselor for Elk and Cameron counties, noted that she is very proud of Kassie's and Rebecca's participation among other youth from the North Central region who participated in the adventures of the day. She noted that youth participated in physical activities to help them overcome fears and that it really pushed them out of their comfort zones to help them understand how they will need to push past fears to accomplish what they want for their futures.

Blythe Brunner noted that due to leveraging of funds and reduction of funds that we needed to come up with something that would benefit the In-School Youth population from our region regarding careers. Because we did not have a lot of money to work with we developed a program (Career Awareness). We took our In-School Youth and put them through a series of different assessments, labor market information, talked with them one-on-one regarding what they want to do and explained services available to them through the CareerLinks.

Proposed Implementation of our Strategic Plan

Susan noted that she wants to discuss how we plan to move implementation of our Youth Council Strategic Plan forward. Susan noted that the process of creating the plan took approximately six (6) months, that it is a good way to shape the future of the Youth Council and pointing in the right direction to help the youth of our region, and she is happy with the finished product. We want this to be an active plan of the Youth Council that drives the decisions of the Youth Council to impact what we do for our youth.

1. Under Charter – Susan reviewed the North Central WIB Youth Council Strategic Plan Charter information that was distributed at today's Youth Council meeting. The Youth Council Strategic Plan Charter reflects the key values and principles that will govern plan implementation and the way the Council functions. The Charter is based on the following 10 principles governing the Youth Council and the Strategic Plan Implementation:
 - a. The Youth Council is committed to serving the public.
 - b. The Youth Council is committed to continuous improvement of the Youth Development System.
 - c. The Youth Council is committed to building partnerships for achieving the strategic plan's vision, priority goals, and strategies.
 - d. The Youth Council is committed to being a forum for regional assessment and idea sharing with respect to Youth Development needs, including a strong focus and involvement of Industry Partners and other employers.
 - e. The Youth Council will strive to make steady progress implementing the strategic plan; helping to set priorities among the various actions and initiatives based on resources available.
 - f. The Youth Council is committed to being innovative, creative, and experimental – trying new approaches to addressing problems and taking advantage of opportunities.
 - g. The Youth Council will strive to promote resource collaboration and joint initiatives among diverse stakeholders including employers, colleges, technical schools, primary schools, parents, state agencies, non-profit organizations, and others.
 - h. The Youth Council is committed to being an information clearinghouse, providing a wide range of valued information resources for employers, parents, youth, schools, and others.
 - i. The Youth Council will strive to promote the education and training that meets the needs and knowledge/skill requirements of an ever-changing, dynamic economy.

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- j. The Youth Council will collaborate actively with other elements of the Workforce Development System such as the Pennsylvania CareerLink Centers.

The second page is a pledge sheet that Youth Council members signed at today's meeting pledging their support and contributions to the successful implementation of the Youth Council Strategic Plan and the 10 governing principles listed above.

2. Under Committee Structure – Susan reviewed the Youth Council Strategic Plan Implementation Committees that was distributed at today's meeting. The Implementation Committees are Awareness, Preparedness, and Employment. Susan noted that we felt this was a very good start and to please let her know if any Youth Council member wished to be changed from one committee to another.

Susan noted that we discussed how to make the Youth Council Strategic Plan a working document of the Youth Council and what made sense was to make it a working part of our Youth Council meetings. The idea is to break the Youth Council into the three (3) committees listed above, one for each of the four (4) goals, and spend up to 45 minutes of the Youth Council meetings in Committee meetings. The individual committees will work with their goal and really delve into the how, the who (partners that we need to bring in) to accomplish the items within that goal, and then track the progress of the goal. Each Committee would have a Chair person who would then report to the full Youth Council what was discussed at their committee meeting. Discussion ensued with excellent feedback.

3. Under Goal #4 – Susan noted that Goal #4 talks about the Youth Council being a “Regional Clearinghouse”. We had discussion whether it made sense to have a committee that focuses on this or was it something for the entire Youth Council should work toward. When you look at the individual action items within that goal should be accomplished within the three (3) committees by the other three (3) goals and we think that Goal #4 should be an agenda item to be worked on by the entire Youth Council. Susan continued that she believes the reports back from each committee will lend back to Goal #4.

Regional Career Education Partnership

Pam gave an update regarding the Regional Career Education Partnership. She noted the Regional Career Education Partnership grant is being melded into the Youth Council. We received funding last year that we received an extension on and that funding has been used to implement the Work Readiness Skill Standards (WRSS) into secondary schools and post-secondary schools and some other activities that unite business and industry partnerships with the schools. We applied for some more money and received an additional \$70,000.00. Part of this money will go towards the WRSS and part will be used to help pay for salaries of our Youth Counselors to make it possible for them to work with other students who are not WIA eligible. We will not receive the additional funding until we use the remainder of last year's funds.

Current activities that we fund include:

- We are working with Ridgway Area High School to fund a National Hardwood Lumber Association (NHLA). This is a short course of lumber grading that will be held for four (4) days at the high school. While we will fund it, schools from the Elk County region will choose students who will attend the training. This will also be opened to the public but adults will be charged \$75.00 to take the course.
- Bradford Area High School is bringing back the Gas and Oil Extraction curriculum for 11th and 12th grade students and opening it up to other school districts. We are helping to fund the implementation of this curriculum into the schools and this is part of the Gas and Oil Extraction Industry Partnership.

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- The Pennsylvania STEM (Science, Technology, Engineering, and Mathematics) Initiative brochure was distributed at today's Youth Council meeting. PA STEM Initiative is a unique public-private partnership around education and training redesign. It was formed in August 2007 and comprised initially of Commonwealth Agencies (Education, Labor & Industry and Community & Economic Development), Team PA Foundation and the National Governor's Association. In September 2007 the Department of Environmental Protection was approached and added as a strategic partner of the initiative. Since then AT&T, Wall Street West, and the National Girls Collaborative Project and the Pennsylvania Association of Colleges and Universities have been added. The initiative currently has an established identity at the state level with participation ranging from Pennsylvania State Education Association and other education organizations; Keystone Innovation Zone and similar economic partners and wide array of workforce development partners. Industry leaders, representatives from the offices of key legislators and representatives add critical value to this varied and talented group who come together with the same mission:

Dramatically increase P-20 students (especially females, minorities and underrepresented groups) in Science, Technology, Engineering, and Mathematics careers while continuing the development of effective strategies to retain, recruit, and retrain our incumbent workforce in these critical fields.

Pam noted that the Workforce Investment Board (WIB) is serving as the Point of Contact (POC) for the STEM Initiative. Pam noted that five (5) of North Central's counties are in the Central STEM Network and this is the STEM that we (North Central WIB) are the POC for. Jefferson County is in the Northwest STEM and we are in the process of making sure that we are also involved with it.

We have been invited to attend the National Girls Collaborative meeting in Harrisburg. Donna Kilhoffer has agreed to be on the STEM Committee and Donna and Pam will attend the meeting.

The "Real World Design Challenge – The Nation's Innovation Engine" was also distributed at today's Youth Council meeting. Pam noted that this is one of the STEM's first initiatives that she wants to make the Youth Council aware of. Governor Rendell is implementing this and the goals are to (1) inspire and engage all students in STEM education and (2) systematically highlight the potential future workers in science and engineering fields. Innovation, creativity, and collaboration in industry are powered by advanced simulation, modeling, and Internet collaboration tools. These concepts and tools need to be the foundation upon which real world learning solutions are built. Students today are "digital natives" adept at using mobile devices, collaborative social networks and other technologies. Most students distinguish between what they learn "in school" and what they learn in the "real world". The real world thrills them. It makes sense to give them tools that authentic professionals use: simulation, modeling, and collaborative tools.

We need to "bridge the needs of industry with the future of education". We need to develop a sustainable strategy for transforming and ensuring our nation's global economic competitiveness for generations to come. To effect long-term, systematic transformation of education we need to link schools, universities, industry, and government together in a voluntary federation. Product design and the design process are proven ways to teach innovation, creativity and collaboration. We have been perfecting these concepts in industry for decades. By applying a design-driven approach to real world "education" challenges, we not only replicate the environment of professionals, but intertwine the inquiry and design processes. When students engage in the design process they employ the disciplines of science, technology, engineering, and mathematics. When students work with mentors they have access to expertise needed to make real contributions.

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Workforce Operations Activity Report

Under the Workforce Operations Activity Report Blythe noted currently we have an active Junior Achievement program in Elk and Cameron counties. Thanks to GE in St. Marys, as they have headed the Board of Directors for this program and have helped with fund raising for this program. Blythe noted that we are in desperate need of volunteers to teach 7th and 8th "Economics for Success". They plan to start this on Monday, October 27th and it will run through Monday, November 24th. Blythe asked that if any Youth Council member or if they have a friend who would be willing to volunteer to teach to please contact her. Other than an hour-long online course each volunteer receives a kit that includes the lesson plans for the classroom and all other needed information. Prep time for each session is approximately 1-hour and there are generally 6 30-minute sessions. Generally classes are held in the fall and spring. We work with any school in Elk and Cameron counties interested in the Junior Achievement program. Our hope is to have the Junior Achievement Program in each of the North Central region's six (6) counties.

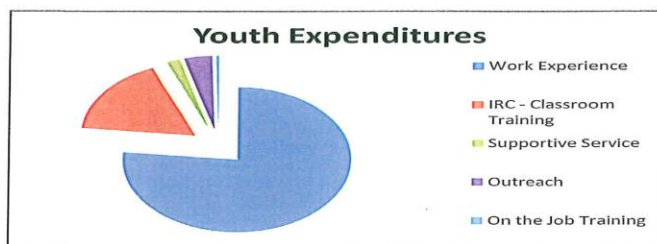
Blythe noted that the Elk & Cameron Counties Junior Achievement's Board of Directors is sponsoring a fundraiser "Circus is Coming is to Town" for Junior Achievement. It will be held at the Cameron County High School in Emporium on October 27, 2008.

Blythe reviewed the Workforce Operations Activity Report (July 1, 2008 – September 30, 2008) distributed at today's Youth Council meeting (please see below). Expenditures listed shows amounts for In-School, Out-of-School, and Totals spent in each of the following categories: Work Experience, IRC-Classroom Training, Supportive Services, Outreach, On the Job Training, and Totals. It also shows Regional Case Loads for In-School, Out-of-School, and Totals for each North Central county.

WORKFORCE OPERATIONS ACTIVITY REPORT July 1, 2008 - September 30, 2008

Expenditures

	IN	OUT	Totals
Work Experience	\$110.42	\$18,604.40	\$18,714.82
IRC - Classroom Training	\$1,874.00	\$2,315.50	\$4,189.50
Supportive Service	-\$1,500.00	\$1,951.91	\$451.91
Outreach	\$0.00	\$960.39	\$960.39
On the Job Training	\$0.00	\$101.18	\$101.18
Totals:	\$484.42	\$23,933.38	\$24,417.80



Regional Case Loads

	IN	OUT	Totals
Cameron	11	3	14
Elk	7	4	11
Clearfield	20	17	37
DuBois	7	5	12
Jefferson	16	8	24
McKean	21	18	39
Potter	3	5	8
Totals:	85	60	145

10/08/2008

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Other Business

Susan noted that we recognized Lois Richards, Randy Newell, and Chris Casey (who were on the Committee to develop the Youth Council Strategic Plan), each with a plaque for their dedication on the Committee to develop the Youth Council Strategic Plan at the July 2008 WIB meeting. Randy Newell was unable to attend that meeting and she would like to take the time to now present Mr. Newell with his plaque and thank him for his support in this endeavor.

Adjourn

The next Youth Council Meeting will be held on December 10, 2008 at North Central in Ridgway beginning at 10:00 am.

With no other business, George Scull moved to adjourn the meeting, seconded by Mike Dodge. The meeting adjourned at 11:20 am to a luncheon and congratulations and thank you to George Scull on his retirement and dedicated service to the North Central Youth Council. Congratulations George ...we wish you well and hope that you have many happy years of retirement!