

**Youth Committee Conference Call  
Meeting Minutes  
April 13, 2021**

The NCI Works Youth Committee Zoom Meeting was called to order at 4:0 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			Teresa Strum	X	
Sally Hanrahan	X		Justin Wiggins		X

**Proxy:** Jill Guynn to Sarah McFarlane

**Others Present:** Carrie Folken, Jo Ann Johnson, Randy Freeman

Approval of Meeting Minutes

Sally Hanrahan motioned to approve the February 9, 2021 Meeting Minutes as corrected. It was noted that Randy Freeman was present at the February 9, 2021 Youth Committee Meeting. Motion was seconded by Sally Hanrahan. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Tera Armstrong			Beth Hubbard	X	
Jim Carlson			Aurora Medina		
Emlee Dooley	X		Sarah McFarlane	X	
Abby Farrell	X		Kris Noble	X	
Jill Guynn	X		Teresa Strum	X	
Sally Hanrahan	X		Justin Wiggins		

Motion carried.

**Business Meeting**

Update on Career Preparation/Life Skills Programs

Sally informed members that due to COVID, the Safe School has asked that presentations be done virtually instead of in person. She told members that she is working with IVCC to coordinate some presentations for the students. A Zoom meeting, Sally said, is scheduled for May 7 and they will discuss the fastest growing professions that have the highest salaries, protocol for making phone calls, emails and texting to potential employers. Sally asked members if they knew of any one that did that type of presentation. It was suggested the University of Illinois and Sarah recommended an individual from Sauk Valley Community College.

Update on Current Youth Providers

Sally told members that the update on Current Youth Providers was included with the meeting materials. She said that all programs have been an increase in students in comparison to what it has been. Sally said that all programs are still taking applications although it is difficult to take a new student in May and expect them to have a positive outcome before the end of the contract which is June 30.

Members then held a discussion regarding GED/HSE. It was noted that in some of the counties, students ages 16-24 are eligible to enroll in the GED/HSE programs. Sally reminded members that the LaSalle County Regional Office of Education’s program is for credit recovery where students ages 16-21 receive a diploma and not a GED/HSE.

Review & Approval of PY 21 Request to Extend Contract Proposals

Sally informed members that Request to Extend Contracts were submitted by the current 3 providers. She said that the raters reviewed the proposals and the summaries were included with the meeting materials. Sally then provided a review of each of the proposals.

Regional Office of Education #47 (Lee, Ogle, Whiteside Counties). Sally told members that their scope of work will not change from the current contract. Sally said one of the raters mentioned about improving the Measurable Skills Gain (MSG) which will be addressed with the provider. After discussion, Kris Noble motioned to approve the contract extension with the Regional Office of Education #47 effective July 1, 2021. Motion was seconded by Emlee Dooley. Beth Hubbard abstained from discussion and voting due to conflict. Roll call vote was taken.

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Name</b>	<b>Yes</b>	<b>No</b>
Tera Armstrong			Beth Hubbard		
Jim Carlson			Aurora Medina		
Emlee Dooley	X		Sarah McFarlane	X	
Abby Farrell	X		Kris Noble	X	
Jill Guynn	X		Teresa Strum	X	
Sally Hanrahan	X		Justin Wiggins		

Motion carried.

Regional Office of Education #35 (LaSalle & Putnam Counties). Sally reminded members that this project is a credit recovery program. She said that their Scope of Work will not change from the current contract. All of the raters, Sally said, were not able to determine the total number of students so that will need to be addressed during negotiations. There were a few other items that the raters addressed that will also be discussed during negotiations.

Carrie reminded members that we have not yet received our youth allocation. Therefore, any proposals that are approved will be subject to negotiations.

Teresa Strum motioned to approve the Regional Office of Education #35 contract extension pending the results of contract negotiations. The motion included that the contract negotiations should include the total number of students to be enrolled and the age range that they are working with as well as asking them to conduct the TABE test earlier. Beth Hubbard abstained from discussion and voting due to conflict. Motion was seconded by Sally Hanrahan. Roll call vote was taken.

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Name</b>	<b>Yes</b>	<b>No</b>
Tera Armstrong			Beth Hubbard		
Jim Carlson			Aurora Medina		
Emlee Dooley	X		Sarah McFarlane	X	
Abby Farrell	X		Kris Noble	X	
Jill Guynn	X		Teresa Strum	X	
Sally Hanrahan	X		Justin Wiggins		

Motion carried.

Bureau Henry Stark Regional Office of Education (Bureau County). Sally told members that some of the smaller libraries are now open so we are able to meet with the students in person. She told members that Scope of Work with this program will continue as the current contract. Some of the comments from the readers noted that they may be able to cut out time and mileage if they continue to work remotely as some students do like the remote learning availability. Sally said that they indicated they would pay \$20.00 incentive for Leadership Conferences. She said that our policy is to pay \$30.00 incentive for Leadership Conferences and they will be asked to amend that line item. It was noted that their proposal did not provide any detail about student successes and performance measures. Sally said that it would be discussed during negotiations. Sally motioned to approve the Bureau Henry Stark Regional Office of Education proposal pending contract negotiations. Motion was seconded by Teresa Strum. Beth Hubbard abstained from discussion and voting due to conflict. Roll call vote was taken.

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Name</b>	<b>Yes</b>	<b>No</b>
Tera Armstrong			Beth Hubbard		
Jim Carlson			Aurora Medina		
Emlee Dooley	X		Sarah McFarlane	X	
Abby Farrell	X		Kris Noble	X	
Jill Guynn	X		Teresa Strum	X	
Sally Hanrahan	X		Justin Wiggins		

Motion carried.

#### Youth Work-Based Learning Expenditure

Carrie reminded members that expenditure rate for Youth Work Based Learning needs to be at least 20%. She reported that for PY 19 funds (7/1/19 – 6/30/20) the expenditure rate is at 23%. For PY 20 funds (7/1/20 – 6/30/21) is currently at 16%. Carrie told members that Sally and Alex (Nelson) have ramped up services to youth and we are hoping to increase the percentage for PY 20.

## **Other Business**

### Member Updates

Teresa told members that KSB is holding a COVID vaccination clinic on April 15 & 17 if anyone is interested. She said that they are starting to vaccinate the younger population.

Sarah informed members that Sauk Valley Community College will be having an in person GED graduation on May 20. She said that they will also be live-streaming the ceremony.

Kris told members that the Sauk Valley Chamber of Commerce is partnering with Business Employment Skills Team Inc. and Sauk Valley Community College to get information from businesses as to what types of education and skills are needed for specific jobs at their facilities. She said that the information is then going to be provided virtually to students to help them with their career search.

Randy Freeman told members that he is sharing information with LaSalle County Board about the various programs and services available and if anyone would like for him to share the information to let him know.

### Public Comments

None

### Adjournment

With there being no further business, Kris Noble motioned to adjourn. Motion was seconded by Emlee Dooley and carried. Meeting adjourned at 4:48 p.m.

Jo Ann Johnson