W:\Logos\Lanc Co WDB logos\Lancaster Workforce Development Logo.tif

#### Lancaster County Workforce Development Board

#### Youth Standing Committee Meeting

#### September 25, 2020 at 8:00 A.M.

**Virtual Meeting via ZOOM**

**Meeting Minutes**

**Attendance:** Dave Bender, Emily Blackwell, Valdijah Brown, Gina Guatta, Jean Martin, Cindi Moses, Kimberley Patrick, Susan Richeson, John Robbins, Fran Rodriquez, Diane Tyson, Anne Weiss, Valerie Hatfield

**Guests:** Karen Schloer, Lauren Finn, Liz Swirniuk, Tara Loew, Marisol Santos, Deb Halsey, Devin Farley, LaHi Fordham, Michael Ford, Charity Wenger, Carissa Pinkard

**Not in attendance:** Jen Bennett, Jessica Crosby, Dr. Victor DeSantis, Andrew Garner, Cheri Modene, Mike Moeller, Jessy Steffy, Michele Wagner

1. **Welcome and Call to Order:**  *Meeting called to order at 8:00am*
2. **Consent Agenda/Minutes from last meeting:**
   * Approval of Minutes from June 24, 2020. *Motioned to accept by Jean Martin. Seconded by John Robbins. All in favor.*
3. **Program Updates:**
4. Lauren Finn provided an update on Career Close-Ups

* 9 webinars scheduled each Wednesday from October -December.
* Emerging fields or really innovated fields (cybersecurity, robotics, A.I.)
* Housed on Stem Alliance website

1. Marisol Santos provided an update on the Work Experience program for 14/15 year olds at The Mix at Arbor Place

* 7 students between 14-15 years old work 2-3 hours. They helped clean building, community service, and provided different training/skills like team building, resume writing, mock interviews, different career-readiness training, communication from TJ Griffin from Vision Program on entrepreneurship.
* Created a service project. How can we update to make more teen friendly?
* Created and lead a fundraising project. Students still currently working on this
* Did weekly reflections
* Parents came 1st night to open house

1. Karen Schloer provided an update on the Work Experience program for 14/15 year olds at the Boys and Girls Club of Lancaster

* Shared slide show presentation and partnership flyer
* Discussed ethical issues, dress skills (soft skills) with students
* 5 hours a week. 1 hour of classroom, 30/45 minutes mentoring, 3 hours hands on working
* Employed them, helped them obtain bank accounts, learn about taxes, obtain working papers. Developed a gateway for them to become successful
* Classroom work too. There were two dedicated staff members. Performed interviews with club staff, learned what a teen job is like vs an adult career
* Mentorship/relationship with adults
* Turn a club into a teen club for 12-18-year-old.

1. Devin Farley shared slide presentation of PY19 Career Counselor program

* School based Career Counselors at Pequea, LaAcademia, SDOL, Columbia
* Deb Cone-Halsey introduced herself as new SDOL Career Counselor

1. Carissa Pinkard (WDB intern) provided an update on Ready2Work program in schools
2. **Contract Monitoring**
   * Fiscal report through August 2020 – Valerie presented the fiscal report. Noted that we are still waiting for PY19 4th quarter/final WIOA outcomes.
   * Performance Dashboard - Valerie shared the performance dashboard that indicates goals and spending targets
3. **Action Items**
   * TANF Youth Contract Modification: PY20 EDSI – Discussion ensued around survey results from the committee on carryover TANF funds.
4. Diane motioned to approve, seconded by Dave Bender and Kimberley Patrick. All in favor
   * TANF Youth Carry-over Funds: RFP and Contract Increase Proposal.
5. Valerie presented a few options for the $73K carryover TANF funds. These included career exposure programs and/or work experience for our younger demographics (12-15 year olds). Valerie also suggested RFP’ing this so increase the diversity of our contractors.
6. Discussion ensued including being creative, not using a cookie cutter approach, the current struggles of our school systems during Covid.
7. Valerie reminded group about timing and scope of funding
8. Group decided to model career exposure program of high school, using EDSI to hire
9. Val agreed to modify Action Item for Exec Meeting
10. Motion by Dave Bender, seconded by Diane Tyson. All in favor.
11. **Discussion**
    * Member Survey Results – did not have time to discuss
    * Partner Updates (share needs, resources, updates about your organization)

Shared by Anne Weiss: [https://www.fabfems.org/](https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fwww.fabfems.org%2f&c=E,1,feG-9ST9LfUTrM3G4xnBnFseZYMEndY0h6vTIPddLVZjir_JBFQuzLb0OBcYxrMbaKUE_gfCNrmGPF4mtWlA168dsJqkhhiGhqb1gKAfMmK2RCHTVjYO&typo=1)

Shared by Mike Moeller: [https://edgefactor.com/V5/pages/zonedyn.aspx?zn=Rock-MFG-Day-STEAM-Experience](https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fedgefactor.com%2fV5%2fpages%2fzonedyn.aspx%3fzn%3dRock-MFG-Day-STEAM-Experience&c=E,1,ng42ehYvFFSBncChHUeEoIca6-N67lnna2y7j3kvvhJPieH-Kh6sGsJ6OM4EwVm2DJfBI1rUrZQq5HFi2CpuLMODSGb8mvWhf96kFM6P&typo=1)

* + Local/Regional Plan due March 2021 – did not have time to discuss
  + Annual Summit thoughts and ideas – did not have time to discuss

1. **Upcoming Events** 
   * Construction Camp for Girls @ ABC Keystone - Scheduled for June 2021
   * Career Close-Ups for Educators – October-December 2020 Webinars
2. **Adjournment –** meeting was adjourned at 9:45am.