



Emerging Workforce (Youth) Committee

Minutes

WIBBCW - Workforce Investment Board of Butler | Clermont | Warren

Feb 9, 2022 at 2:30 PM EST

Attendance

Members Present:

Shonya Agin, Callie Amann, Jessica Dean, Becky Ehling, Chelsea Engel, Dana Heller, Josh Hisel, Karen Karnes, Amy Miller, Karen Scherra

Members Absent:

Vetta Brantley, Ed Conway, Lee Denney, Matt Fetty, Justin Phillips, Frank Williams

I. Welcome and Attendance

Karen Sherra welcomed members to the meeting.

II. Youth Contract RFP

Youth Contract RFP was sent to all committee members for review. Are there any changes which needs to be made?

 [2019 RFP for Youth Provider.docx](#)

Karen caught the committee up on previous discussions regarding the Youth Services RFP and the consensus to re-think the process as the questions in the RFP did not give the answers wanted.

It was discussed to try to do part of the process in person.

Previous comments about the RFP process:

Rethink the process to make it more beneficial for those applying and the review committee.

Educate the Board on the provider and what the provider plans to do.

Having a committee to look at the RFP (people who are not planning to apply).

Have a committee to review RFP's that come in.

RFP Committee - Karen Sherra, Karen Karnes, Becky Ehling, Jerica Kruse.

RFP Review Committee - Karen Sherra, Karen Karnes, Jerica Kruse, Justin Phillips, Michelle Snow.

Board members included to

give them more understanding of what Youth Services are and what's included.

The Board Chair would like Board members to be more invested and not just focusing on numbers

What Providers are accomplishing

Karen Karnes let the committee know comments from the previous process

Proposals took questions in one direction, another group in a complete opposite direction

Evaluation process didn't work the way it was supposed to

Didn't have time to go back with questions with proposals as to what their plan was

A lot of the questions/answers paired back to rules

Callie sent list of previous questions for the committee to review (see attached)

Karen Sherra asked the committee how they felt about having an interview process other than written response.

Like the idea of interaction with the proposals

Fine tuning of questions the committee can answer

Able to get a better understanding of answers

Committee can hear from front-line workers

This will be put on the Board agenda for March.

III. Event Planning

Becky has had discussion with Sal for funding of the event.

Easterseals has a participant who wants to be an event planner. Does the committee want to tap into this youth's talent?

Easterseals was sending survey with award names.

Brainstorming to keep the process going.

Per Sal, an event to promote the BCW or OMJs is not an allowable event. If its outreach to youth and businesses, it becomes allowable. However, if we are hosting an event, we need to word it so that it's purely outreach. (See Specific Cost Guidance by Category email attachment from Sal)

Karen Sherra -

Sponsors will be needed

Need an agenda and what will take place.

This needs to be documented

Amy Miller -

Shared with the committee the strategic planning meeting held with the Outreach and Engagement Contractor Team; Becky, Callie, Matt, Shonya, Amy

Plan developed regarding what outreach and engagement looks like.

Dimalanta will send Becky the plan

Some things discussed:

Should Outreach and Engagement be an event, opposed to an everyday process

Not a failure but learning experience

Employer involvement should happen at the Board level

Is this in line with our Marketing plan

Points of celebration for our folks on a repetitive basis

Promotions and acknowledgements digitally to reach more as we are still in a digital world.

Events are costly.

Fundraising as a governmental agency (501.3C)

Other meeting suggestions:

Board to be more involved to understand more of what is happening -vs- numbers.

WIB come to each Qtly. Board meeting, do presentation, present award.

Have a Youth attend one of the Board meetings on a rotating basis (ea.

County/Easterseals/Businesses).

School schedules have to be taken into consideration.

Committee suggests sharing information they want the Board to know such as what the committee has done/are doing/plan to do, accomplishments/lessons learned, as opposed to only numbers.

Amy shared the Area 12 At A Glance Dashboard with the committee that was shared at the Board/CEO meeting. The information was very much appreciated as it show data and where the Board can assist with policies, etc. (see attached)

Karen Sherra asked if there was anything the committee wanted to be presented to the board -

Success stories.

To present to the Board that we are steering away from the Event to what Dimalanta has suggested.

Committee structures.

Becky told the committee that the Vice Chair will be chosen soon and work continues to go forward filling the empty positions on the Board.

Callie let the committee know that Easterseals has a couple of open positions in the front-line staff. One in Butler Co. and another county.

Amy has been able to promote from within and believes that staying open during the Pandemic played a big role in this. However, managing the quarantines were challenging.

Dana has two staff positions open. Karen feels this should be mentioned to the Board.

Warren Co. hired 2 new Case Managers.

IV. Adjourn

Next scheduled meeting is March 9, 2022 - 2:30-4:00

Karen suggests we skip the March meeting to focus on the critical issues. We'll have a better sense of the other issues that need to be discussed by then