



Emerging Workforce (Youth) Committee

Meeting Minutes

Butler Clermont Warren/Workforce Development Board
Sep 13, 2023 at 2:00 PM EDT

@ <https://us02web.zoom.us/j/86968619613?pwd=X5G1KjO2Kn2K3Xuu5E4WTCWAcNSbst.1>

Attendance

Present: Remote

Members: Boyce Swift-Chair, Katie Himes, Roy Breehne, Karen Karnes

Staff: Becky Ehling, Traci Stivers, Brittney Stephens, Amy Miller

Guests: Anthony Riccardi, Joe Schraeder, Jessica Dean

Absent:

Members: Chelsea Engel, Matt Fetty, Justin Phillips

I. Welcome & Attendance (Presenters: Boyce Swift)

Committee Chair Boyce Swift opened meeting at 2:01pm.

A. Meeting minutes (Presenters: Boyce Swift)

 [Emerging Workforce \(Youth\) Committee Meeting Minutes 8-9-23.docx](#)

Committee has no questions or comments, minutes will stand as official minutes.

II. Roles & Responsibilities (Presenters: Boyce Swift)

 [Youth Committee Roles and Responsibilities.docx](#)

III. Discussion (Presenters: Boyce Swift)

A. Youth Survey Questions

The responses that came back about the survey was to keep the survey short and simple. Karen Karnes ran the survey through rewordify.com and made the change to simplify the language.

 [Youth Survey Questions.docx](#)

 [Easy-to-read survey.pdf](#)

Committee reviewed survey questions and asked: Can we simplify? What should the layout of Survey be (checkboxes, multiple choice, open ended)?

When do we want the survey to go out?

Maybe do a test survey?

Easter seals will to WIOA youth participants.

OMJ's will send to TANF participants.

The YMCA will offer to youth programs.

The committee feels that the survey should stay within Area 12 youth.

Possible focus groups to administer survey.

The ultimate question for survey results is: What do youth need to be successful in today's workforce?

Review of questions:

1. Change to: What do you want your life to look like in 5 years? Leave open ended
2. Multiple choice, communication, technology, motivated, go getter, leadership, patience, time management, optimism, tenacity, problem solving, team work, experience, credential.
3. take the work business out. Multiple choice
4. take the word now out. Checkboxes-social media, OMJ, YMCA, internet, school, other.
5. open ended
6. Have you had any experience related to your career interest? Yes or No and if yes a pop up box to answer what.
7. open ended

Flip 6 and 7

8. Remove from survey
9. Possibly remove or ask: What motivates you to go to work?
10. Remove from survey

Committee asks:

What is the So What?

What are we the committee going to do with the information we receive from the survey questions?

What are we trying to change?

Committee Chair, Swift suggests we gather the information and present results to Executive Committee or Full CEO Quarterly Board meeting to seek out solutions to help with emerging youth as well as maybe area employers.

B. Discussion on youth participation.

Where to find a participant to invite to meetings?

How to decide who to invite?

What qualities looking for?

How often to attend?

C. Propose quarterly or bi-monthly meetings

Some committees are suggesting going to quarterly or every other month meetings.

Committee is in favor of moving to every other month meetings starting in 2024.

IV. Adjourn (Presenters: Boyce Swift)

Next scheduled committee meeting is October 11, 2023, from 2:00 - 3:00

Committee Chair Swift closed meeting at 3:05pm.