

CAREER SOLUTIONS WORKFORCE DEVELOPMENT BOARD

YOUTH COUNCIL AGENDA

Tuesday, March 12, 2019 at 3:00pm

Career Solutions – Guest WiFi: Welcome2CareerSolutions!

Location: CareerForce St. Cloud
1542 Northway Drive, St. Cloud, MN 56303 – Door #2
No parking permit is required for this event. Please park in Lot B.

1. **Introduction/Roll Call** A. Dinkel-VanValkenburg
2. **Approve Agenda** **ACTION:** A. Dinkel-VanValkenburg
3. **Approve Consent Agenda** **ACTION:** A. Dinkel-VanValkenburg
 - A. Approve Minutes of 02/12/2019 (Attachment 3.A.)
4. **Exploring Potential Interests & Career (EPIC) Recap** – Amie Anderson, Dean of Enrollment Management at St. Cloud Technical & Community College A. Anderson
5. **Discussion**
 - A. CareerONE Update I. Merten
 - i. St. Cloud Technical and Community College (SCTCC) Facilities Contract for CareerONE 2019 (Attachment 5.A.1.) – **ACTION** **ACTION:** A. Dinkel-VanValkenburg
 - ii. Consolidated Management Company Contract/Food Provider for CareerONE 2019 (Attachment 5.A.2.) – **ACTION** **ACTION:** A. Dinkel-VanValkenburg
 - iii. River’s Edge Convention Center Contract for CareerONE 2019 Banquet (Attachment 5.A.3.) – **ACTION** **ACTION:** A. Dinkel-VanValkenburg
 - iv. CareerONE Trek Updates
 - B. Grant Update
6. **Information/Other** A. Dinkel-VanValkenburg
 - A. Next Youth Council Meeting on 04/09/2019 at 3:00pm
 - B. From the Floor
 - C. Upcoming Presenters
 - April 9th: SCRUBS Camp (Susan Jordahl)
 - May 14th: Boys & Girls Club of Central Minnesota (Mary Swingle)
 - D. Announcements
 - E. Other
7. **Adjourn** A. Dinkel-VanValkenburg

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CAREER SOLUTIONS WORKFORCE DEVELOPMENT BOARD YOUTH COUNCIL MINUTES

Location: CareerForce – St. Cloud, 1542 Northway Drive, St. Cloud, MN 56303/Conference Room # 1-482
 Date: Tuesday, February 12, 2019 at 3:00 pm
 Attendance: Amy Dinkel-VanValkenburg, Les Engel, Sara Dahlquist, Kathy Fischer, Jeff Haviland, Ken Huling, Susan Jordahl, Rebecca Moy, Gail Ruhland, & Leah Sams.
Career Solutions Staff: Tammy Biery, Ileana Merten, Kari Court & Karen Schlangen.
 Absent: Greg Boelter, Dave Norling, Brandon Schauer, Phil Schroeder, Roseann Stang, Mary Swingle, & Harli Thomsen.
 Guest(s): Ahmed Mohdin, Career Solutions

Agenda Item	Summary	Action
Introductions/Roll Call	<ul style="list-style-type: none"> ▪ A. Dinkel-VanValkenburg, Youth Council Chair, called the meeting to order at 3:00 pm. Introductions were made. 	
Approve Agenda	<ul style="list-style-type: none"> ▪ Change in the agenda – Pre-Employment Transition Services will be presenting instead of the Boys and Girls Club of Central Minnesota. 	<p><u>Motion:</u> L. Sams made the motion to approve the Agenda. <u>Seconded by:</u> L. Engel. Motion carried.</p>
Approve Consent Agenda	<ul style="list-style-type: none"> ▪ Approve Minutes of 1/08/19 	<p><u>Motion:</u> L. Engel made the motion to approve the Consent Agenda. <u>Seconded by:</u> J. Haviland. Motion carried.</p>
Pre-ETS/Career Quest Presentation	<ul style="list-style-type: none"> ▪ Ahmed Mohdin presented a PowerPoint on the Pre-Employment Transition Services (Pre-ETS) program, which is also referred to as Career Quest. It is an outreach to schools program which offers students a chance to explore career training options and gain work skills to be successful after high school. Students in grades 9-12 who are attending high school in Stearns or Benton County and have any type of disability are eligible for this program. It is a state wide program and Career Solutions works with students in the local communities as well as some rural communities. ▪ The Pre-ETS services provided to the students include Career Planning and Job Exploration, Work Experience, Work Place Readiness and Post-Secondary Education. 	

Agenda Item	Summary	Action
	<ul style="list-style-type: none"> ▪ This program follows state guidelines and requires an application process. ▪ Ahmed showed the checklist for Minnesota Career Information System (MCIS) which is a grad standard assessment required for students to complete in order to graduate from high school. The Career Planner will work with the students to learn about different occupations. Students watch occupation videos and take assessment tests including a personality assessment, individuality assessment and a reality check assessment to help them define what they want to do after high school. Once the student decides their career path a Career Planner will work with the students to find resources to help them obtain the skills they need to successfully gain their desired employment. ▪ Students are offered a list of resources of post-secondary education options, information on how to apply to get into the school as well as what scholarships are available for the students. ▪ Students are taught self-advocacy skills; specifically how to disclose they have a disability to the possible employer. ▪ Career Solutions is on track to reach 120 students with this program and a possibility to reach an additional 20-40 more in the summer program. 	
Discussion	<p>SFY 2018 Minnesota Youth Program Annual Report Update</p> <ul style="list-style-type: none"> ▪ Ileana talked about the Minnesota Youth Program’s (MYP) annual report for the State of Minnesota. One of the most important pieces of this report is the Return on Investment information. The MYP program shows almost \$6.00 per every \$1.00 spent per student, which indicates it is a very worthy program. This is one of the highest Return on Investment programs. ▪ Ileana talked about the possible expansions of CareerOne. The Healthcare Trek will be included again this year, however Medical Terminology will be removed and a CNA program will be added. A Construction/Manufacturing Trek will also be added this year which will provide an opportunity for students to explore potential careers in those industries. The St. Cloud Technical College was awarded the contract to host the event. ▪ Sara Dahlquist informed the group CareerOne 2019 is ramping up for this summer for St. Cloud, Sauk Centre and Paynesville. Sara plans to visit the schools in April and May to recruit youth into this program. 	
Information/Other	<ul style="list-style-type: none"> ▪ From the Floor: <ul style="list-style-type: none"> • Suggestions for Presentations – 	

Agenda Item	Summary	Action
	<ul style="list-style-type: none"> ○ EPIC with Amie Anderson & Leah Sams on March 12, 2019 ○ SCRUBS with Susan Jordahl on April 9, 2019 ● Keynote Speaker – Madeine Lohman on Labor Trafficking – Friday, February 22, 2019 @ Quarryview Education Center in Waite Park, MN. ● Stearns History Museum - Somali Dance Troupe - Saturday, February 23, 2019 @ 2:30 pm ▪ Next Youth Council Meeting is 03/12/2019 at 3:00 pm at CareerForce. A. Dinkel-VanValkenburg thanked everyone for attending the Youth Council meeting. 	
Adjourn	A. Dinkel-VanValkenburg adjourned the meeting at 3:57 pm.	

Next Youth Council Meeting: March 12, 2019 at 3:00pm at CareerForce.

Agenda Cover Sheet: SCTCC Facilities Contract for CareerONE 2019

Agenda Items:

CareerONE program for summer 2019 will be held at St. Cloud Technical & Community College (SCTCC) and Career Solutions needs a facilities contract in place.

Fiscal Impact:

Facility pricing is listed within the contract

Action Requested:

Approve the facilities contract with St. Cloud Technical & Community College.

Agenda Cover Sheet: Consolidated Management Company Contract for CareerONE 2019

Agenda Items:

CareerONE program for summer 2019 will be held at St. Cloud Technical & Community College (SCTCC) and the program provides breakfast, lunch and snack to all participants. This food is provided through Consolidated Management Company who is on-site at SCTCC. Career Solutions is asking the board to approve the attached contract and authorize the Development Director to sign the contract.

Fiscal Impact:

Approximately 120 students will be provided breakfast, lunch, and dinner at the following prices:

Breakfast: \$7.25

Lunch \$7.25

Snack \$3.00

(\$17.50/day per student)

Estimated total cost (without taxes) = \$38,670

*** Career Solutions may receive partial food reimbursement through the Minnesota Department of Education (MDE) Summer Food Program.*

Action Requested:

Approve the Consolidated Management Company Contract to provide breakfast, lunch and snack to CareerONE participants and authorize the Development Director to sign the agreement.

Note: RFP not conducted since Consolidated Management Company is the only vendor on campus.

Agenda Cover Sheet: River's Edge Convention Center Contract

Agenda Items:

CareerONE banquet will be held at the River's Edge Convention Center on July 25, 2019 and the contract is included within the agenda packet. Career Solutions is asking the board to approve the contract contingent upon funding and allow the Executive Director to sign the agreement once funding has been received.

Fiscal Impact:

½ Glenn Carlson Hall	\$975.00
Technology & Equipment	\$700.00
Parking	\$500.00
Total	\$2,175.00

Action Requested:

Approve the River's Edge Convention Center Contract to host the CareerONE Banquet on July 25, 2019. Funds have been allocated if funding is provided for fiscal year 2019-2020 and approval of the Executive Director to sign the agreement.

Majority of the banquet costs are covered by CentraCare funds received to support CareerONE.