



**AGENDA**

**May 10, 2024**

**Hybrid**

**9:40 am–10:50 am**

**In-person attendance is encouraged at Monticello CareerForce,  
406 E. 7<sup>th</sup> St., Suite 100, Conference Room 124**

To join the meeting, please see the CMJTS Teams meeting invitation emailed to you on April 30, 2024. Information is also provided at the end of this agenda. Unable to locate the invite? Please email [vhosch@cmjts.org](mailto:vhosch@cmjts.org).

**The Board’s Basic Responsibilities**

- Determine the WDB’s mission and purpose.
- Support the CEO.
- Provide proper financial oversight.
- Ensure adequate resources.
- Ensure legal and ethical integrity and maintain accountability.
- Ensure effective organizational planning.
- Recruit and orient new board members.
- Assess board performance.
- Enhance the WDB’s public standing.
- Monitor and strengthen CareerForce systems, programs, and services.

**MEMBERS**

- |   |   |
|---|---|
| <input type="checkbox"/> Sherry Smith, Chair  | <input type="checkbox"/> Emily Galzki               |
| <input type="checkbox"/> Amy Lord, Vice Chair | <input type="checkbox"/> Jessica Johnson            |
| <input type="checkbox"/> Mohammed Alghamdi    | <input type="checkbox"/> Commissioner Terry Lovgren |
| <input type="checkbox"/> Joy Beise            | <input type="checkbox"/> Karl Nohner                |
| <input type="checkbox"/> Eriann Faris         | <input type="checkbox"/> Brian O’Donnell (rotation) |

**STAFF**

- |  |  |
|--|--|
| <input type="checkbox"/> Diana Ristamaki, CMJTS Youth Prog. Mgr. | <input type="checkbox"/> Dina Wuornos, Exec. Dir. (rotation) |
| <input type="checkbox"/> Rebecca Perrotti, CMJTS BSC             | <input type="checkbox"/> CMJTS Youth Career Navigators       |

1. **Call to Order**
2. **Introductions/Welcome**
  - a. Introduction of New Committee Member: Joy Beise
  - b. Update/Information on Area Expertise
3. **Consent Agenda**  
(A single motion and vote are taken on all items listed under the consent agenda. Items may be added or deleted at the request of committee chairs, staff, or partners.)
  - a. Approval of the Agenda\*
  - b. Approval of Previous Committee Meeting Minutes\*
4. **Old Business**
5. **New Business**
  - a. Operation Exploration Camps Updates
6. **Go-arounds**
7. **Events/Projects of Note**  
(An opportunity for committee members to share youth-related happenings in their realms/communities.)

**Note:** If you are unable to attend this meeting, please contact Victoria Hosch at [vhosch@cmjts.org](mailto:vhosch@cmjts.org) or 612-750-3559.

Upon request, this material can be made available in alternate formats. Auxiliary aids and services are available upon request to individuals with disabilities by contacting the front desk at 800-284-7425.

8. **Discussion Time**

(An opportunity to ask questions, discuss concerns, strategize for increased effectiveness, etc.)

9. **Work Plan\***

10. **Next Meeting Agenda Items**

11. **Adjournment**

\* Attachment

## NEXT MEETING SCHEDULE

### July 12, 2024

8:15 am – 8:50 am	JPB/WDB Chairs & CMJTS Exec. Director Pre-Mtg. (hybrid)
9:00 am – 9:30 am	LMI Presentation (hybrid)
9:40 am – 10:50 am	Youth Committee (virtual)
9:40 am – 10:50 am	Workforce Development Committee (hybrid)
9:40 am – 10:50 am	Community & Government Relations Committee (hybrid)
11:00 am – 12:15 pm	Workforce Development Board (hybrid)
12:30 am – 1:30 pm	CMJTS Operations Committee (hybrid)

**An up-to-date meeting schedule is available on CMJTS' website at:**

[www.cmjts.org](http://www.cmjts.org) > About > 2024 Board Meeting Schedule

## How to Join the Youth Committee meeting virtually via Microsoft Teams

If you already have the Teams app, select [Click here to join the meeting](#) here if viewing this agenda electronically or in your meeting invite and the meeting will open there automatically.

**Meeting ID:** 229 741 598 053

**Passcode:** W5f5Cj

If you don't have the desktop version of Teams, you can use the Teams Web App to join a Teams meeting from a Windows or Mac computer with a supported browser installed. You don't have to download anything, just follow these steps:

1. Go to **Outlook > Calendar**, open the Teams meeting request, and select **Join Microsoft Teams Meeting**.
2. Enter your name and select **Join the meeting**.

### Or call in (audio only)

[+1 612-470-3012](tel:+16124703012),[281818386#](tel:+1281818386) United States, Minneapolis

Phone Conference ID: 281 818 386#

## YOUTH COMMITTEE MEETING MINUTES

September 8, 2023

Virtually via Microsoft Teams

**Members Present:** Sherry Smith (chair), Amy Lord (vice chair), Joy Beise, Emily Galzki, Karl Nohner

**Members Absent:** Mohammed Alghamdi, Jessica Johnson

**Staff Present:** Diana Ristamaki

**Guests:** Eriann Faris

The meeting was called to order at 9:45 am.

### WELCOME/INTRODUCTIONS

*Update/Information on Area of Expertise*

### CONSENT AGENDA

*Approval of the Agenda and Previous Meeting Minutes*

Motion: Nohner made the motion to approve the consent agenda. Seconded by: Lord. Motion carried.

### OLD BUSINESS

None

### NEW BUSINESS

*Youth Committee Membership*

- Eriann Faris, Career and Technical Education project coordinator, SWWC Service Cooperative – Launch Your Future Today (LYFT) Career Pathways

Motion: Lord made the motion to accept the WDB Youth Committee membership application of Eriann Faris for the two-year term of March 8, 2024, to June 30, 2026. Seconded by: Galzki. Motion carried.

### *WIOA Law Section 123(b)*

- Based on the insufficient number of eligible providers of youth workforce investment activities in our local area, particularly in our rural areas, the local board can award the WIOA Youth Program to a sole-source provider as allowed in WIOA Law Section 123(b).
- As a youth provider, CMJTS can choose to do our work in-house or choose to RFP our work. Historically, because CMJTS' Youth Program has done a great job, this work will continue in-house.

Motion: Lord made the motion to award the CMJTS Youth Program as the sole-source provider as allowed in WIOA Law Section 123(b). Seconded by: Nohner. Motion carried.

### *WIOA PY24-25 Youth Plan*

- The biggest changes to the plan are:
  - CMJTS is working very closely with some of its safe haven/ safe harbor advocates due to seeing an increase in human trafficking referrals and noticed a gap in services.
    - Safe harbor advocates provided staff with several trainings.
    - Have made strong connections with all of the advocates, enough to where some of CMJTS' staff are getting 2-3 referrals/week. This was added to the plan with a trauma care approach to case management for all our youth, not just that particular category. Will be trying this with all our youth, including offenders, to create a really safe environment.
    - Looking at adding training—Looking at our intake paperwork to see if we are asking the right questions for those red flags.

- DEED is really looking at mental health assessments and how we are assessing our youth that are coming to us right out of the gate.
  - Have switched up our individual assessment, the form CMJTS uses with youth at intake. Really took a look at the questions being asked to see if there are some mental health things going on to have those conversations up front with those youth.
- Added new initiatives CMJTS' Youth Program is focusing on, such as the Xcel Power Up program and LEAP grant.
- It was noted that it was great to read and see all the different partnerships and Youth programs that CMJTS has—all the great work CMJTS is doing. Ristamaki added that it couldn't be done without the amazing partners. You can't change lives without partners. She is also very proud of the CMJTS Youth Program team—feels they are getting the vision right and the partnerships are coming into place, whether it's the Operation Exploration camps or the Youthbuild programs, or just coming together to build strong programs. (The next program Ristamaki will be focusing on this year Homeless Youth.)

Motion: Galzki made the motion to approve the WIOA PY2024-25 Youth Plan. Seconded by: Lord.  
Motion carried.

### ***2023-2024 Mission and Goals***

Motion: Nohner made the motion to approve the updates made to the Youth Committee's 2023-2024 Mission and Goals. Seconded by: Lord. Motion carried.

### ***Operation Exploration Camps***

- Flyers and the video will be sent to the full committee. Anyone that qualifies for CMJTS' Youth Program can participate. Taking referrals now.
  - Healthcare Camps
    - North: Mora High School: June 24-28 (time yet to be determined)
    - Central: Wright Technical College on June 10-14 and June 17-18, from 9 am-3 pm
    - South: Ridgewater College on June 10-14 and June 17-18, from 9 am-3 pm
      - Already have a request to add a healthcare camp in Hutchinson next year.
  - Trades camps
    - North: Dates/times have not been set yet.
    - Central: Wright Technical Center on June 10-14 and June 17-18, no time set yet
      - Already have a waiting list (cap of 15 youth). Looking at possibly doing another one with another cohort and rotating youth in and out to be able to take up to 30 youth.
    - South: Ridgewater College, June 20-21 and June 24-28, from 9 am-3 pm
- Presenters for the healthcare camps are hard to recruit for.
- Ristamaki will have to start looking for funding for the camps outside of her grant (mainly staffing and instructor fees), because they are expanding so much and cost so much and want to be able to meet the need.
  - Faris noted SWWC may be able to help with the need. Requested that Ristamaki email her the information.
  - Beise added that the Youth Bank has some grant opportunities that focus more on the mental health side that may tie into the camps as they are teaching life skills, etc.

### ***GO-AROUNDS***

- Beise: VRS had a rehab rep that put in her resignation but decided to stay—the team and schools were ecstatic as she does a great job building relationships with the youth. Have a placement position opening soon. Have a youth transition day coming up in North Branch with a focus on the area schools and are collaborating more in those events.
- Galzki: Just had a CTIC in her area and a transition day for the surrounding areas at Pine Technical College. Not as many booths this year and students didn't come around with their flyers to ask

questions at the booths, which is beneficial. Will provide those recommendations for next year. Focusing on E1MN Employment First Minnesota policy, which has VRS, DHS, and the Department of Education coming together to ensure the individuals they are working with have all the support needs and that they are partnering so it's a smooth process. When students are working with the school and also with VRS, it can get confusing of who's providing the services. Then, when the county gets involved as well, there are a lot of moving parts. Figuring out how we can best serve students and adults in that transition is called [E1MN](#).

- E1MN is a new acronym, but it's not new services. It really capitalizes on those partnerships that had been in place and now there's that formal MOU. It's for all youth in Minnesota. Looking at building those bridges, providing those resources early for all youth with disabilities. On the adult side, it does specifically have things in place for individuals, adults that are on county waiver supports.
- The website has a lot of phenomenal information, it's important. There's a framework, some good videos, success stories, specific trainings for VRS and county case managers. A little bit of new terminology, but the partnerships are the same. Can sign up to be on the e-mail list—there are lists specific to being a partner.
- Nohner: When he joined the Youth Committee, it was a new position at CentraCare to really look at how you focus on workforce development through a lens of long term-pathway design. What he has found is CentraCare is really good at supporting students at the end of their academic career, especially in a 4-year or plus area—clinicals and shadowing and observation experiences needed for a license or credentialing. Need more early design for to expose high school/middle school students to healthcare. Have great organic work that's happening across the healthcare system in Minnesota. They are finding ways to open their doors—anchor points in communities to ensure people can come into healthcare sites, which has been the biggest challenge. For example:
  - In November 2023, Rice Memorial hosted eight school districts for about 130 students to be on site for a Crew Discovery Day (kind of their upper-level science classes).
  - In St. Cloud, CentraCare held a Youth of Color Technical Forum and hosted District 742 students. It was really hyper-focused on 9<sup>th</sup> and 10<sup>th</sup> graders in their BIPOC population who wouldn't otherwise have the support to think about further education nor healthcare as a potential pathway. CentraCare partnered with the area's two-year schools to have a presence to talk about financial aid, etc.
  - Open house events being held in April that are open to the community:
    - CentraCare-St. Cloud Hospital Surgery Open House: April 11, 2024, 6-7:30 pm
    - CentraCare-St. Cloud Hospital Surgery Open House: April 13, 2024, 6-7:30 pm
    - St. Cloud Plaza for Imaging on all the imaging-related career paths: April 17, 5-7 pm
  - The biggest news...The UofM Medical School is establishing a regional campus in St. Cloud, in partnership with CentraCare. In 2025, the campus will welcome 24 medical students in its first class to study and train in CentraCare facilities with faculty credentialed through the University.
    - Saying, "We want rural students be part of this first cohort."
    - Will be hosting workshops on how to apply to the college as data shows rural students struggle with their applications to medical schools compared to those in urban areas. (Rural students' struggle is in really selling themselves about the great experiences that they've had.)
    - Nohner will send the committee more information. There will be some financial initiatives, etc., of how we can help create this medical school pipeline for the region.
  - Working hard on Monticello to try to open our doors in that space regionally. Monticello is CentraCare's space where they have union employment. It changes the game in a number of ways, especially when talking about youth under the age of 18.
- Lord: Updates from the school district –
  - Last of mock interviews for Zimmerman next week. Rogers High School did mock interview twice because they are moving it down from 11<sup>th</sup> grade in the fall to 10<sup>th</sup> grade.

- Construction and Trades Career Fair on May 4<sup>th</sup> at the ERX. Working with MUKA. A lot of trades, and colleges as well, will provide hands-on activities, such as a skid steer and moving things around, bring laying, crawling in trucks. Open to anyone.
- The Rogers Middle School is having a STEM Career Day; one group on May 29 and the other group on May 31.
- They will be doing iFLY with an educational piece that goes along with it to learn about aerospace and the dynamics. When they are back at the school—will be conducting a lot of different events on STEM careers and bringing in different employers and support to help the youth.
- On both days, will also be offering tours:
  - A tour of a local manufacturers and see some engineering-type positions as well.
  - A tour of the high school to see all the CTE programs and classrooms. DECA students will lead them around to help build some of the social skills.
- The first Annual Youth Apprenticeship Week is coming up in May. Reached out and waiting to hear back from the MDE for more information.
  - Ristamaki received an email with examples of what others are doing. CMJTS wants to do something, especially with the trades camps and then working with the union trade centers. Perhaps there's something we can do together.
  - Faris will share the information after her conversation with the MDE person reaching out to her.
- Faris: LYFT released its round of impact funding (formally called innovation grants), which is going to be more of a statewide initiative.
  - New website—[lyft.pathways.org](https://lyft.pathways.org)—please check it out. There is a grant funding link where you can see all the criteria, who is/is not eligible. If you want to learn more about what LYFT Career Pathways is doing, check them out on Facebook and LinkedIn. If you would like to receive their newsletter, email us at [lyft@swwc.org](mailto:lyft@swwc.org).
  - The Southwest West Central (SWWC) Service Co-op's Science & Nature Conference is being held on May 7<sup>th</sup> in Marshall at the Southwest Minnesota State University for grades K-8. It's a great student enrichment opportunity.
  - With the help from Ristamaki and her team, LYFT was able to secure the STEM and Robotics grant through DEED to support LYFT's robotics teams and courses across the state to advance those experiences by fostering connections with local employers in that STEM space.
  - Call out to CentraCare and the great work they are doing! Really appreciate what Wendy and her team in Redwood have been doing to bring healthcare sessions to her area: Respiratory Therapy, Physical Therapy, Occupational Therapy, and EMS—they are half of LYFT's 27 sessions available to 7<sup>th</sup>, 8<sup>th</sup>, and 9<sup>th</sup> grade students.
  - Smith: Her ABE site was part of the Xcel Energy Power Up grant. ABE offered the construction math class that is not a youth only program, but a good part of the participants this time were young adults. There will be round 2 in the fall. If you have someone who's looking into the construction trades. It is supposed to be targeting women and people of color. Contact Smith or Gerri at CMJTS to get more information. There is a second high school equivalency test that has been approved in Minnesota—HiSET. It is only being offered at a few locations right now. If someone were to move to Minnesota who started HiSET in another state, ABE could definitely help them out. ABE is offering statewide courses; can take part in courses in other locations. Some offer college credits, such as the Intro to Healthcare course and the Microsoft Office Specialist course. The courses don't need to be done with high school, just have to meet a particular reading score.

#### **EVENTS/PROJECTS OF NOTE**

None

#### **DISCUSSION TIME**

None

**NEXT MEETING AGENDA ITEMS**

**NEXT MEETING DATE**

May 10, 2024, virtually via Microsoft Teams

**ADJOURNMENT**

Motion: Lord made the motion to adjourn the meeting at 10:43 am. Seconded by: Galzki.



# Youth Committee

## MISSION STATEMENT

*To help youth make a connection between learning and earning.*

## 2023-2024 GOALS

### 1. Increase career exploration opportunities for youth.

- Share and promote career exploration events in our local communities.
- Provide hands-on learning and career exploration opportunities to connect youth with career pathways.
- Continue recognition for completing activities and/or provide incentives if allowed.

### 2. Decrease equity gaps and ensure all youth have the resources they need.

- Identify and address the specific needs of youth within our communities.
- Expand outreach to special populations through high school affinity groups, BIPOC agencies, and other community-based organizations.
- Ensure equitable access to employment and education opportunities for all youth.
- Use an equity lens to review current programming.

### 3. Increase engagement and partnerships with the business community.

- Recruit additional Youth Committee members from the business community.
- Grow shared database of area employers willing to participate in career exploration related activities such as classroom speakers, tours, mentors, hosting work experiences.
- Increase hands-on, work-based learning opportunities for youth, schools, and employers with a focus on occupations in high demand.
- Partner with employers to successfully employ, coach, and mentor youth.
- Provide information to schools and businesses to help expand internship, apprenticeship, and job shadowing experiences across the region.

### 4. Increase social emotional learning and employability skills for youth.

- Provide youth with opportunities to develop self-awareness, self-control, self-advocacy, and interpersonal skills that are vital for school, work, and life success.
- Promote and support education and training opportunities that lead to credentials and/or employment.
- Promote and support life and employability skills development.
- Provide access to resources for the physical and mental well-being of youth.