

**Workforce Development Board of South Central Wisconsin, Inc.  
Youth Committee Meeting Minutes**

**Randy Guttenberg, Chair; Laura Cataldo, Rich Hands, Traci Jones, John Lalor, Nick Lampone,  
Francis Langer, Alex Fralin, Melissa Montey, Brian Pulford, Elizabeth Roddy, Ed White**

**December 7, 2017  
8:30 a.m. to 10:30 a.m.**

**Workforce Development Board of South Central Wisconsin  
3513 Anderson Street, Suite 104  
Madison, WI 53704**

**Members Present:** Randy Guttenberg, Chair; Nick Lampone, Alex Fralin, Melissa Montey, Elizabeth Rodd, Ed White

**Via Phone:** John Lalor, Francis Langer, Brian Pulford

**Staff Present:** Pat Schramm, Seth Lentz, Erin Bechen, Kim Larson, Danica Nilsestuen

**Guests:** Lisa Hollman, Jamal Palmer

**Agenda Item 1 – Welcome & Introductions**

Guttenberg called the meeting to order at 8:33 a.m. and welcomed everyone. Everyone introduced themselves.

**Agenda Item 2 – Review and Approval of the April 7, 2017 Youth Committee Meeting Minutes**

Guttenberg asked for a motion to approve the minutes of the April 7, 2017 Youth Committee meeting as presented. Lalor moved to approve the minutes as presented. Lampone offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

**Agenda Item 3 – Examine current program strategies and discussion of modifications needed to establish Program Year 18 models that will be base of requests for proposals for July 1, 2018 programming**

Schramm shared that our work goes in a cycle and every two years we procure our services. She noted that we have flexibility and innovation so we often change things. During the late fall, we do our strategic planning. Based on the work and input, we put together some recommendations that then move to the Board as recommendations for procurement. For youth, the WDB is allowed to provide direct participant services. This is not the same for adult and dislocated workers. Schramm shared that



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in the past we have prototyped service strategies and then moved them out with a partner so they own it.

She stated that the goal of the meeting is to 1) understand the high level changes made to the design because of changes to the Workforce Innovation and Opportunity Act (WIOA) and 2) determine if current program strategies and services are working – using PY16 as a baseline for discussion.

Schramm shared that our Board and staff have been studying the Georgetown Report. She noted that she will send the full report to new members. The report stresses the need for post-secondary credentials. She stated that this doesn't mean a degree or national credential is necessarily required but engagement in education beyond a high school diploma is valued by industry. We are in an environment now where companies are investing in grow your own strategies and culture.

The Georgetown study notes that during the recession, jobs lost were lost to people with a high school diploma or less. She reviewed the graph. The WI data shows the same thing. Coming out of the recession, people with high school diploma or less have a very small portion of the jobs. People with bachelor degree are holding at least 65% of the jobs. If we don't work with people with high school diploma or less, we are not helping them sustain workforce relevance and achieve self-sufficient employment.

She reviewed the theoretical framework of our work which is based on a career pathway framework. She reminded the committee that during the procurement for PY16, the Board put a lot of energy into understanding a model where people could access what they need.

### *Overview of Current Middle College*

Schramm shared that prior to WIOA, we had the Workforce Investment Act (WIA) and under that act 75% of youth funds had to be spent on In School Youth (people in high school) and a minimum of 25% of on Out of School Youth (drop outs). This made a lot of sense. Under WIOA, they switched this funding designation around.

She noted that when it was 75% In-School/25% Out of School funding requirement, the investments made sense because our Job Center based model starts at 18 for adult so these individuals could move to the adult program. She shared that what we found is that this is an east and west coast issue because they don't have the compulsory education requirements we do in Wisconsin; a young person can drop out at 16.

We want to make sure whatever model we use, we can be flexible.

Schramm reviewed a few programs we have been aligning.

She shared that the Board has been working with the Division of Vocational Rehabilitation (DVR) to leverage Pre-ETS money. We are trying to keep the WIOA funds focused on the high school senior level transition into the post-secondary education. The Pre-ETS funds allow you to step back to age 14.

In addition, WIOA Title II (Adult Basic Education) is supposed to be intentionally aligned with Boards local plan. Historically, these resources have been connected to the Technical Colleges and some community based organization. She stated that there is still cash in this, we just need to figure out how to link it and have it be one body of work vs. separate.

In addition, a minimum of 20% of WIOA Youth funds needs to be spent on work experience (industry applied internship).

Middle College where students go to the college campus for the college experience. The Youth we serve are young, disadvantaged, always poor or from a family where they are a disabled student. They have also never thought of themselves as going to college. These students are on track to graduate but they don't see the relevance. These are individuals we target and recruit for Middle College. This design is different from other Early College design where students stay back at high school and do work at their schools or online. Another benefit to having the students attend classes at the college is access to equipment that isn't available at a high school level.

#### *Middle College*

- Culinary – Students receive half of the culinary program that MATC offers and this includes the pro start certification. We are hoping that we can collaborate with Kalahari to take this to the northern tier.
- Manufacturing – Students get the manufacturing essentials certificate.
- Health Care – Changed significantly a year ago. Realigned so the students do the beginning work for Medical Assistant program. Most students are going on to the UW Health for further programming and internships.

Schramm reviewed the baseline data for Middle College and the various cohorts.

Lentz added that the cohort model allows us to have specific industry focus, employability skills, and additional supports.

Schramm added that if students don't complete Middle College, the students stay within WIOA and are still supported by staff to help them transition.

Schramm shared that culinary is tough and there is a lot of math emphasis so we will work to increase the math skills prior to their experience. She also noted that we adjusted the Health Care curriculum because anatomy was becoming a road block for everyone.



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Schramm stated that over the years, we had to back out of the rural areas. The schools started to compete with each other and they wanted to do their own programming. In Dodge County, all of the high schools thought they were going to adopt cardinal manufacturing model that would articulate credits to MPTC but they have not actually implemented this model as of yet. Due to this business and schools' focus in Dodge County, we targeted our youth resources to out of school youth population.

Lalor asked about the impact with layoffs at UW Health. Schramm shared this is a merger layoff so the higher level positions are the ones that are being laid off. Entry and mid-level will likely be just fine.

Fralin asked about the scale. There is a need and interest and he asked about the max for the cohorts. Schramm stated that at first MMSD was a hard sell. This has improved. There is a price that school districts can pay to purchase available seats in the various cohorts for non-WIOA students. Industry can also buy in and leverage our investments. It is designed so it can be built out – the faculty and cohorts can be packaged and offered in a financial platform. The Board money will stay in but expansion can take place.

Academies run shorter periods of time (i.e. 12 weeks for Manufacturing Essentials). There are a number of offerings currently packaged which could be offered.

Fralin asked about jobbing out and what that means. Schramm shared that we have internally used the term “system fatigue”. If a person is working with a lot of people to get through certain programs. These individuals don't want to share any more information. As a result, they are not always interested in follow-up engagements and information sharing. This impacts us as we don't have the follow up information for records or research. We do have wage records that we can look up and research what happened to these individuals. There are also situations when we exit participants to exclusions that do not impact program performance measures. Those exclusions may include incarceration or medical.

Roddy asked about the other students that don't fit the eligibility for the middle college program. Schramm shared there is an option for private pay.

Francis asked the expansion and if industry wanted to take advantage of training. Schramm shared that if we have empty seats in a class, a company could buy seats and pay their share of the costs to Madison College. We can also work with industry to build more cohorts.

### *Out of School Youth*

Schramm noted that this is our young adult population. OSY are classified as:

- 1) 16 years old up to 24 years of age:
- 2) Living in a high poverty area are automatically income or are low income including eligible for free or reduced lunch.



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- 3) Not attending any school (as defined under State law). Students who are over 18 years and did not graduate on time with their 9th grade cohort are out of school youth even if they are attending a GED/HSED program that is not a continuation of their high school enrollment. Students participating in Youth Build (if not receiving state educational aides) or Job Corp are considered out of school youth.

One or more of the following characteristics:

- a. within the age of compulsory school attendance, but has not attended
- b. school for at least the most recent complete school year calendar quarter. School year calendar quarter is based on how a local school district defines its school year quarters;
- c. A recipient of a secondary school diploma or its recognized equivalent who is a low income individual and is either basic skills deficient or an English language learner;
- d. An individual who is subject to the juvenile or adult justice system;
- e. A homeless
- f. in foster care or has aged out of the foster care system.
- g. An individual who is pregnant or parenting;
- h. An individual with a disability;

Schramm noted that in WIA, they had to be a drop out. Now it is individuals coming out of high school with no plan. Opportunities after graduating from high school.

Schramm reviewed the timeline.

She stated that we are working with Moraine Park Technical College (MPTC), Madison College, Operation Fresh State (OFS) and Dane County Schools. We tried to get CESA 5 but they felt it wasn't part of their work. MPTC and Madison College are regional but the other two aren't this has allowed some good traction in Dane and we continue to work on rural models. She shared that we feel like we haven't been successfully engaging people in rural areas. We will come with some ideas to the next meeting.

Schramm shared that the model that got prototyped was the beginning part of the Career Pathway model and there wasn't duplication of services. The theme was that these individuals didn't have anyone to help navigate the various resources. In our contracts, we have people who are employed to be the caring individual (Transition Coordinator). The Transition Coordinator stays with individual regardless of what program they do.

We also created a Resource Specialist. This person helps with transportation, housing, health care, etc. Through ILG, we have one in Operation Fresh Start, Central Wisconsin Community Action Council (CWCAC) and Community Action Coalition (CAC).

Lalor shared that he is concerned about the recruitment and what can we do – especially in rural areas. Schramm shared that when we made the contract extensions this year, staff recommended that a person



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be hired in Dane to do recruitment and triage. We received a lot of push back from the contractor and they didn't hire. Now they are wishing it would have been hired. Due to the geography they may need multiple people.

The other big task is getting into high school classes and letting individuals know these resources are available. Danica is working hard with businesses in different models of engagement. Lentz added that we used to do a lot of engagement at the high schools – workshops, career exploration, etc. Making sure individuals know the workforce development resources and programs available to them.

### *Work in Progress*

- Building out curriculum and activities that are needed with Pre-ETS/DVR initiatives.
- Aging Out of Foster Care – This program serves individuals coming up on their 18<sup>th</sup> birthday and aging out of foster care. The State of Wisconsin recently made this regional. Our region is 15 counties which includes South Central, Waukesha-Ozaukee-Washington (WOW) and Southwest Workforce Development Boards. 80% of these individuals have IEP's. This is the same population at DVR. We are notified by the counties when individuals has their 17.5 birthday and a formal plan is established and then they are handed over to us. There was a collision of cultures as these individuals were used to a social work environment. These individuals were not ready for their next step. We are trying to reach further in before they turn 17.5 (age 15-16) so we can get them involved in employability, internships, etc. We built a series called COMPASS – life skills, employability skills series to learn about career awareness, budgeting, and housing. They have huge financial packages for post-secondary education so we are encouraging them to take advantage.
- Pre Apprenticeship to Registered Apprenticeship – We are trying to take all the apprenticeship opportunities and move from pre-apprenticeship to registered apprenticeship. Apprenticeship is manufacturing, construction, health care, IT, and bio tech.
- Reentry – The Board is working with Department of Corrections on reentering offenders. We are trying to apply this to drug courts as well.
- Industry Partnership/Sector Work – Work with faculty to build awareness of industries trends and needs.

Schramm reviewed the baseline data.

She reminded that committee that this is all new work and we can partner with the schools. The timing of OSY is difficult. If a student becomes truant under DPI law – they are OSY. Schramm shared this is all about timing. Students are considered truant once they have 10 days of unexcused absences within a semester. If we knew the those who met the truancy definition, we could offer a



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truancy recovery/re-engagement models. Retention engagement will be the biggest factor to help these individuals stay the course.

Francis added that mentorship is key for connection and longevity of positions.

#### **Agenda Item 4 – Adjournment**

With no additional business for the committee, Guttenberg motioned to adjourn at 10:32 a.m.  
Adjourned: 10:32 a.m.

Respectfully Submitted:

Brian Pulford  
Board Secretary  
Workforce Development Board of South Central Wisconsin, Inc.

Attachment for Board Records:

- Agenda
- April 7, 2017 Meeting Minutes – Draft
- PowerPoint Presentation
- Data Sheets



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