

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

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

**February 8, 2019  
10:30 a.m. to Noon**

**Madison College Truax  
1701 Wright Street  
Madison, WI 53704  
D1630C**

**Members Present:** Randy Guttenberg, Chair; Chuck Klein, Jim Falco, Fred Hebert, Nick Lampone, Francis Langer, Melissa Montey, Charles Poches, Elizabeth Roddy

**Via Phone:** Laura Cataldo, Alex Fralin, and Michelle Eilbes

**Staff Present:** Pat Schramm, Seth Lentz, Erin Bechen, Jackie Hall Danica Nilsestuen

**Guests:** Lisa Hollman, Bill Juelich, Melissa Sanchez Cruz, Josh Fassl, Chan Stroman

**Agenda Item 1 – Welcome and Introductions**

Guttenberg welcomed everyone and everyone introduced themselves.

**Agenda Item 2 – Review and Approval of the September 18, 2018 Youth Committee Minutes**

Guttenberg asked for a motion to approve the September 18, 2018 Youth Committee minutes as presented. Falco asked about the presentation on the Independent Living Grant. Schramm stated that Kim Larson will provide an update at the February 20 Full Board Meeting. Hebert moved to approve the motion as presented. Lampone offered a second. No discussion followed on this motion. The vote was unanimous in favor of the motion.

**Agenda Item 3 – Discussion and Recommendation on Redesign of In-School Youth Programming**

Schramm stated that we are going through a reset. The In School Youth program has been dedicated exclusively to Middle College. We are finding that because we are exclusively focused on Middle College. We have not been able to leverage other resources into the in school model as our Workforce Innovation and Opportunity Act (WIOA) resources decreased. We haven't been able to leverage other programs.



Partnerships and pathways for economic growth

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We have been developing other youth programs that have the same customer but a different emphasis than Middle College. The concept of pre-college learning at the high school level is now being done by other educational partners. It was a new work when we started 8 years ago. Schramm shared that an example is where Madison College is doing the STEM Academy. We don't need our money to be in a competitive space with the STEM Academy which is targeting similar student profiles. Our federal investments are intended to be gap funding that is helping where other organizations aren't able to serve.

Schramm directed members to *Slide 3* – Schramm reminded members that we aren't stepping away from Career Pathway work. We want to be focused on opportunities for young people to be in a Career Pathway. We want young people to think early about the broad spectrum of careers and then allow them to have the relationships so if they leave high school and go to work, they can feel comfortable stepping out and continuing into education.

Schramm stated that the work presented today is the beginning of the career pathway framework.

Fred Hebert asked about the design and if it was modeled on how programs are moving or based on a national model. Schramm shared that Career Pathways is a national model. We were 1 out of 10 places in the country to prototype a career pathway concept. We also want to add the tools such as registered apprenticeship and pre-apprenticeship training, etc. that supports the Career Pathway model.

Schramm reported that the financial platforms are changing. There are a lot of resources in Youth Apprenticeship (YA) to Registered Apprenticeship (RA) and Title II which is the Adult Basic Education focused WIOA funds. Schramm noted that we need to have programming that meshes with these resources. Lentz added as the labor force changes that the career pathway models doesn't go away but we may need to switch up which funds will support our work.

Schramm explained that there are other organizations investing in different students than we invest in. We focus on the most disadvantage populations. The model that we are proposing will give us an opportunity to really focus. Falco asked about who the Board envisions going into schools to recruit students. Schramm asked Falco if he could hold his question the staffing is presented within the next few slides of the presentation.

#### *Slide 4 – Target Audience*

Schramm shared that prototyping is great when you have a customer to focus on. We are looking at the Aging out of Foster Care Youth that we have in hand. These customers are assigned to us by the counties. We hope to start working with them in August or September of their senior year.

We are looking at disabled students including those students who fit within the WIOA PreETS definition but haven't become WIOA customers yet. These individuals may not have applied yet to be DVR customers.



We are looking at economically disadvantaged rising senior level students who are expressing an interest in Youth Apprenticeships including MMSD economically disadvantaged Personalize Pathway students who are completing their Junior Year.

We are trying to continue to build models that bridge serving secondary to the post-secondary age range. Poches asked about the IEP. PreETS are just specific services (career exploration, self-advocacy, etc.). Transition services would be after PreETS. It's meant for individuals who are 22 and younger. They would be matched with a DVR counselor.

#### *Slide 5 – Overall Programming Goals*

Goals: Create programming that will support:

- 1) Increase our in school youth's employability readiness.
- 2) Increase our in school youth's readiness for independent living and success after high school
- 3) A better ramp to the Youth Apprenticeship Program for Economically Disadvantaged youth.
- 4) Maximizing the opportunities that we have developed within our Career Pathway Framework to support our in school youth customers.

Schramm stated that an example of building off of current Career Pathway work would be Madison College's "Essentials of Manufacturing" which offers credit and an Act 59 approved credential. We are looking at these types of career pathway skill development offerings.

#### *Slide 6 – Programming Options*

Schramm explained that our idea is to have a Career Services Academy. We want to propose a Part 1 and a Part 2.

Part 1 – Delivery schedule: Offered Oct, Nov and December (target audience – youth who are applying for Technical Skills Instruction (Need a brand that transitions the Middle College brand). January (targeted to youth aging out of Foster Care). Restart in summer (targeted to students aging out of Foster Care). Coordinated by Megan Sievers from the Dane County Schools Consortium and WDB Program Assistant.

Schramm shared that we would be using all of the contractors that we have in place. We would use the Dane County School Consortium (DCSC) to anchor this as they anchor Middle College now. They have provided career readiness in Middle College. We also fund the Madison and Moraine Park Technical College Training Navigators. We also have the Independent Living (IL) program and the Youth Apprenticeship coordinators in place.

There is a broad team that is already funded that can support customers in this model. We have also brought the Career Planner function for Independent Living into the Board staffing.



Part 1 would be a starting point. All of our staff can convene around this Career Services Academy.

From Part 1 the goal would be that the young person will then move into programming that is available for in school youth.

As Students finish up their senior year and move on to the next stage they would be encouraged to participated in Career Services Academy Part 2.

Delivery schedule for Career Services Academy Part 2: Summer following senior year or for students who have completed Career Services Academy Part 1. Targeted to youth entering:

- Independent Living
- Application to apprenticeships
- Enrollment in College – College success for anyone scheduled to attend college
- Employment

We are preparing youth to go find a job and also teaching them how to deal with finances, advocacy, budgeting, etc. There will be team exercises.

Schramm shared that logistics will be a very important factor in the planning.

Jim Falco asked about the Training Navigators at colleges and Schramm shared that they will likely be involved in the delivery parts of the programming that is meant for students who want to enroll in Madison or Moraine Park Technical College. They would help us make sure college pieces like scholarship funds, financial aid, etc. are in place for the students.

Schramm shared that our IL customers received access to Chafee scholarship funds, etc. We want to position them for full time education.

Elizabeth Roddy asked if this is allowing students to have a broader range of career opportunities that Middle College currently does. Schramm stated that yes that as right now there are only three industry cohorts for Middle College.

### *Slide 8 – Logistics*

Schramm stated that if we approve this strategy today, the recommendation will go to the Board on February 20 and we will start to roll out aspects of the planning to prepare for July 1. Our current programming will continue as is. Logistics for new programming would be:

- Consider rebranding our in school youth work to Career Pathways Academies that will provide pre-college and pre - apprenticeship experience with the opportunity for credit for prior learning at the college level.



- Build all programming and services so they are on a flexible schedule, compatible with students' academic schedules at their home schools.
- Expand the Career Pathway brand to training and program opportunities that may earn post-secondary credentials and/or credit for prior learning, but also provide opportunities for entrance to a registered apprenticeship (traditional and non-traditional) or employment.
- In PY19 shift coordination of all Dane County "In School" work youth work to WDB Youth Program Manager and Program Assistant and the Dane County Schools Consortium. Assign Coordination outside of Dane County to the WDB Independent Living (IL) Coordinator and the IL Career Planners sponsored by the Community Action Commissions and the Madison College and Moraine Park Technical College Training Navigators.
- Move the coordination of Career Pathways work (all populations) to our office (place with Danica Nilsestuen, Director for Business Services). Connect the work closer to Madison College Educational Program Deans and Business and Industry Services Staff/Faculty as needed.
- Establish the connections with Madison College and possibly Moraine Park Technical College for student's to earn credit for prior learning. We would need to utilize the Madison College and Moraine Park Technical College WIOA funded Training Navigator staff to help make this happen for students. Need to budget the assessment fees for students to apply for credit.
- Leverage the Youth Apprenticeship Program staff to create a better on ramp to the Youth Apprenticeship Program for economically disadvantaged youth.
- Work with our Technical College partners to leverage the Career Pathway Academies content that has been developed for Adults and Dislocated workers and modify and deliver on a schedule that will be compatible with student's senior year academic schedule.
- Keep a focus on building infrastructures that will support both the in school and out of school youth.

Jim Falco asked about pre-college and pre-apprenticeship. Schramm stated that in the Career Pathway Services Academy Part 2 that if a student is headed to one of the Technical Colleges in the region, we would ask the WIOA funded Training Navigators to help the students apply for credit for prior learning. At this point the person would be high school graduates. Jim Falco asked about the coordination of Career Pathway work. Schramm stated she met with the provost and it was recommended that we talk with the Director of Business and Industry (Dennis Wessel) and the Executive Dean for the Schools of Health and Applied Science, Engineering and Technology (Denise Reimer). Schramm stated that the majority of the technical skill areas in which the Board has concentrated in the past fall within the content areas of these two Madison College sections. This is where we are at right now. Working with Denise Reimer and Dennis Wessel may also help us with registered apprenticeship. Denise Reimer has given us an additional contact of Kathy Spada, Interim Associate Dean for the School of Applied Science, Engineering and Technology to work with on this.

Schramm directed members to Page 10 which shows staff support by Job Center Area.

Schramm shared that we have staff in the region strategically focused on this work.

*Slide 11 – Financial Impacts*

Schramm showed the funds needed to support the redesign. The expected service level is 75 students including co-enrollments with Youth Apprenticeship, DVR PreETS, Independent Living and WIOA only students. The estimated budget is \$520,000.

Charles Poches asked if the academies would only be through MATC. Would this serve as an avenue for advocacy in the Columbia County region?

Schramm shared that there is a pre apprenticeship platform for adults but that means 19. We can take a package of competencies and present them to the Bureau of Apprenticeship.

Fralin shared that he is excited about the work and is looking forward to have more in-depth conversations about it.

Guttenberg asked if there is a possibility to create scenarios of student’s profiles and what the programs look like all the way through.

MOTION: Guttenberg asked for a motion to present the in school youth design efforts to the Full Board on February 20, 2019. Hebert moved to approve the motion as presented. Poches offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion. Jim Falco abstained.

Chuck Klein asked about the access and transportation. What is the ability to implement technology to provide greater access? Schramm shared that we can provide access through computers, etc. where we don’t have large instructional cost.

**Agenda Item 4 – Update and Recommendation for Out of School Youth Programming**

Lentz shared that the Youth Committee met on September 27, 2018 and we wanted to provide an update on actions to address a service gap in engaging and serving the Out of School Youth population. The recommendation included:

**Recommendation #1** – Contract with Madison College to establish a Career Services Academy built on the Independent Living Career Services model. Funding: \$89,795 to serve up to 60 students.

**Recommendation #1 Update – WDB staff is recommending to not implement the recommendation of establishing a targeted Out of School Youth Career Services Academy with Madison College. (Action Item)**

The Board staff requests that instead of contracting with Madison College, the WDB will concentrate our financial and staff resources on building a Career Services Academy model that is targeted to both In School and Out of School Youth utilizing the model presented in agenda item #3. The WDB staff will



keep the work focused on creating a strategy that is organized and delivered multiple times per year. This strategy can serve students who are beginning that last stage of their high school engagement and also young adults who are moving to the next phase of life after high school, whether it is for a job and/or post-secondary education. Madison College. Lentz noted that Madison College has not hired staff to implement the service and has agreed that it is not good timing for them to take on the additional work

**Recommendation #2** – Add a full time youth focused Career Specialist to the WorkSmart Team at the Dane County Job Center. Funding: \$57,587.

**Recommendation #2 Update – The Youth Career Specialist as a member of the Workforce Smart team has been successfully implemented.** The collaboration with the Youth Career Services Specialist, Operation Fresh Start (OFS, a pre-apprenticeship training provider) and the Dane County Job Center has proven to be successful in engaging and serving Out of School Youth participants. Since July 1, 2018, we have served 88 participants; 37 of the 88 youth went to Operation Fresh Start. We are on track to serve an additional 11 youth at OFS by June 30, 2019.

**Recommendation #3** – Continue to prepare a recommendation to focus on proto-typing rural Out of School Youth service effort.

**Recommendation #3 Update – Continue to discover the best strategy to provide services to Out of School Youth in our rural areas.**

WDB staff and the following partners are working to combine and apply strategies that we are establishing in the Madison metro and Dane County areas to our rural counties.

We have determined that we need to leverage the regional Independent Living Resource Specialists and the Madison College Training Navigators with support from the WDB Youth staff and the WorkSmart Partners to establish a Career Services Academy format that is delivered on a strategic schedule of:

- Mid-winter/spring of each year to capture young people who are preparing to graduate from high school in June and do not have well developed post high school plans.
- Mid-summer for students who graduated from high school and realize they need a plan (job and/or school).

Minimally, in both cases, we will be working with young people aging out of foster care.

In conjunction with this strategy, the WDB staff is talking with the Director of Madison College Business and Industry, the Executive Dean for the School of Health and the School of Applied Science, Engineering and Technology and the Associate Dean of the Regional Madison College Campuses to strategize on post educational options on which we can collaborate.

**MOTION:** Guttenberg asked for a motion to not implement the recommendation of establishing a targeted Out of School Youth Career Services Academy with Madison College. Lampone moved to





approve the motion as presented. Poches offered the second. No discussion followed on this motion. The vote was unanimous in favor of the motion. Jim Falco abstained.

**Agenda Item 5 – Adjournment**

With no additional business for the committee, Guttenberg motioned to adjourn at 1:03 p.m.

Adjourned: 1:03 p.m.

Respectfully Submitted:

Francis Langer  
Board Secretary  
Workforce Development Board of South Central Wisconsin, Inc.

Attachment for Board Records:

- Agenda
- September 18, 2018 Meeting Minutes – Draft
- PowerPoint Presentation
- OSY Youth Piece
- Career Services Academy Series Document

