

# MEETING MINUTES

## Youth Committee Meeting

January 17, 2023

2:30 PM – 3:30 PM

In-person NWWIB Office (301 Ellis Ave, Suite 3; Ashland, WI) and Virtually



- Attendees:
- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Mic Isham                  | <input type="checkbox"/> Mary McPhetridge           | <input checked="" type="checkbox"/> Jeff Muse      |
| <input checked="" type="checkbox"/> Brian Nelson    | <input type="checkbox"/> Jennifer Shearer           | <input checked="" type="checkbox"/> Allysa Headley |
| <input checked="" type="checkbox"/> Patrice Carlson | <input checked="" type="checkbox"/> Sheila Young    | <input checked="" type="checkbox"/> Melissa Weber  |
| <input type="checkbox"/> Jake Wyrzykowski           | <input checked="" type="checkbox"/> Amanda Popovich |  |
- Guests:
- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> Mari Kay-Nabozny | <input checked="" type="checkbox"/> Kristina Wright | <input checked="" type="checkbox"/> Melissa Rabska |
| <input checked="" type="checkbox"/> Sara White       | <input checked="" type="checkbox"/> Ed Gruhl        | <input checked="" type="checkbox"/> Kristi Waits   |

### 1. Welcome and Opening Business

- a. Call to Order
- b. Roll Call
- c. Public Meeting Notice  
NWWIB staff sent the meeting notice to regional Class A newspapers and regional library systems. In addition, the meeting notices were posted on the Northwest Wisconsin Workforce Investment Board’s website and social media outlets.
- d. Welcome and Introduction of Guests  
Ed Gruhl was introduced to the committee as a guest.

### 2. Previous Meeting Minutes

- a. Review and Approve 9.20.22 Meeting Minutes  
Motion to approve minutes as presented: Sheila Young  
2<sup>nd</sup>: Allysa Headley  
Vote carried unanimously.

### 3. Current NWWIB Data | Mari Kay-Nabozny

- a. Py21 and Py22 WIOA Youth Enrollment and Expenditures  
Mari Kay-Nabozny gave an overview of PY21 and PY22 WIOA Youth Enrollment and Expenditures. An attachment was included in the meeting packet. Mari explained the recorded numbers of participants noted in the attachment.

### 4. Youth Programming and Outreach Updates

- a. Youth Apprenticeship Enrollment Update  
Sara White reported on the Youth Apprenticeship and outreach activities and stated there are 68 enrollments to date with a goal of 101. She mentioned that there are 57 employers participating. A short discussion was held about possible options for youth apprenticeship.
- b. Summer 2023 Youth Programming Update

Jeff Muse updated the committee on the Summer 2023 Youth Programming. Jeff asked the committee if anyone had any ideas for activities. Since this committee doesn't meet again until May, Jeff said he will send email updates to the committee members with any ideas that are presented.

**5. PY23 – PY25 Youth RFP | Mari Kay-Nabozny**

Mari Kay-Nabozny provided overview of what the PY23-PY25 Youth RFP procurement process will look like for the upcoming program year. An attachment was included in the meeting packet. It was noted that 2020 was the last time a procurement held and that at that time the Youth Committee had chosen to procure only for Out-of-School Youth program. Mari stated that volunteers, who do not plan on responding to the RFP, would be needed from the committee to donate their time to the RFP development and review sub-committee. Mari will follow up with the committee via email to determine volunteers. Mari explained that the committee will need to decide whether to procure for In-School Youth, Out-of-School Youth, or both programs. After committee discussion, a motion was presented.

Motion to write a procurement for both In-school and Out-of-School Youth: Allysa Headley  
2<sup>nd</sup>: Sheila Young

Roll Call Vote:

Brian Nelson	Yes	Allysa Headley	Yes
Patrice Carlson	Yes	Sheila Young	Yes
Melissa Weber	Yes	Jeff Muse	Recused from Vote

Vote carried by majority.

**6. Updates on Youth Related Items**

- a. Review submitted comment and documents from NWWIB board member.  
Ed Gruhl provided ideas to enhance youth services. An attachment in the meeting packet gave various ideas to maximize the knowledge of the youth that would benefit from services. Ed commented that when he first put the attachment together, he was unaware of the Youth Apprenticeship program.
- b. Upcoming WIOA Policy Revisions  
Mari Kay-Nabozny spoke about upcoming WIOA Policy Revisions. She mentioned that NWWIB and CEP are working in tandem to restructure all WIOA policies.
- c. WIOA PY21 Monitoring Concerns
  - i. Youth Work Experience  
Mari Kay-Nabozny provided an overview of Youth Work Experience concerns from the DWD monitoring report.
- d. Roadtrip Nation Wisconsin Youth Career Exploration and Career Planning Site Demo  
Mari Kay-Nabozny provide an overview of the Roadtrip Nation website. She mentioned that the Self-Discovery course that can be used for case management. Mari said that she will include the link to Wisconsin's Roadtrip Nation website as a follow up.
- e. Regional Career Pathways update | Melissa Rabska

Melissa Rabska provided an update on Regional Career Pathways. She commented that there are two discussions held this year. The first discussion will be at the end of February, and it will focus on IT and Digital Technology.

**7. Comments and Announcements**

No comments or announcements were provided.

**8. Adjourn**

Meeting adjourned. The next meeting is scheduled for May 16, 2023, at 2:30 PM or at the call of the Chair.