

Members:	Entity	Present/Absent
Linda Brannock	Post-Secondary Education/Yavapai College	Present
Leach Cickavage	WIOA Title I Youth Services	Present
Mel Ingwaldson	Labor/WDB Executive Committee Member	Present
Corey Marshall	Past Participant	Absent
Rich Ormond	Post-Secondary Education/Prescott College	Present
Kristy Prather	WIOA Title III/Reemployment Assistance Administration, Department of Economic Security	Absent
Lt. Jason Small	Law Enforcement/Prescott Police Department	Absent

Guests: Officer Steven Steinke, Prescott Police Department

Staff: Loreen Vargo, Administrative Specialist, NACOG

I. Call to Order, Welcome and Introductions

Chairman Ingwaldson attended the meeting via teleconference. Chairman Ingwaldson called the meeting to order at 10:00 a.m. A quorum was present. Ms. Cickavage reported member attendance to Chairman Ingwaldson and noted Lt. Small is resigning from the Council due to changes in duties at the Prescott Police Department. Ms. Cickavage introduced Officer Steinke and explained to Council that Officer Steinke has applied to be a member of the Council to replace Lt. Small’s position. Chairman Ingwaldson thanked Officer Steinke for attending the meeting and welcomed everyone. Chairman Ingwaldson asked Ms. Cickavage to facilitate the rest of the meeting beginning with the Chairman’s Report. Ms. Cickavage asked Chairman Ingwaldson if Superintendent Weir’s presentation could be the next item on the agenda due to Mr. Weir’s travel schedule. Chairman Ingwaldson asked if the Council was in concurrence with this suggestion and all members voted “Aye” unanimously.

II. Valley Academy for Career and Technology Education (VACTE) Presentation

Chairman Ingwaldson thanked Mr. Weir for attending today and turned the meeting over to Mr. Weir for his presentation on VACTE. Mr. Weir began by thanking the Council for the invitation to present today. Mr. Weir shared he has been with VACTE for three years and was previously employed at Camp Verde High School (CVHS) for approximately 26 years. He mentioned during his tenure at CVHS that he was a teacher for 17 years, principal for seven years, CTE Director and a wrestling coach.

Mr. Weir stated VACTE was established in 2000 with a vote by the residents of the Verde Valley and Sedona. Mr. Weir passed out a handout which displayed a map of the 14 Joint Technical Education Districts (JTEDs) in Arizona and VACTE’s Central Campus Programs. Mr. Weir mentioned when he took over at VACTE that they had two central campuses and they now have seven central campuses. Mr. Weir acknowledged a strong partnership with Yavapai College has contributed to VACTE’s high success rate and is due in part to providing dual enrollment courses. Dual enrollment courses allow high school students to earn both high school and college credits for the courses in which they are enrolled. Mr. Weir noted VACTE would like to establish a smaller version of Yavapai College’s Career & Technical Education Center (CTEC) in the Verde Valley in the future. He said as VACTE’s programs grow, they’ll be able to achieve this goal.

Mr. Weir continued his presentation by referencing the handout and providing an overview of the central campus programs which are: Certified Nursing Assistant (CNA), Medical Assistant, Lab Assistant (Phlebotomy), Fire Science, Construction Technology, Culinary Arts, Teacher Training (Education Professions), Heavy Equipment Operation (Fall 2019) and Computer Networking & Cyber Security (Possible Fall 2019). Mr. Weir stated the law enforcement

program offered in Sedona is the only one of its kind being offered in Yavapai County and they are trying to expand the program to Mingus Union High School.

He further reported that Verde Valley Medical Center Entire Care has a grant where they have provided an athletic trainer at each of the three high school campuses. The high schools pay \$15,000 toward the service and then JTED pays the rest of the athletic trainer's salary. Since then, VACTE pays the athletic trainer (through JTED & Sedona) to teach two classes at the Sedona campus. He said this is an exciting opportunity for them to be able to provide up to 11 credits in sports medicine related programs for students to transfer to Northern Arizona University (NAU), and/or back to Yavapai College, or to Grand Canyon University.

Mr. Weir shared they continue to evaluate programs; phasing out programs that no longer have good attendance and introducing new programs. He stated the nursing program is doing well with a placement rate of over 85%. He mentioned many of the students continue their education at Yavapai College or other schools to obtain their RN license and most of the students are employed right away at Verde Valley Medical Center. He noted starting wage at Verde Valley Medical Center is \$17-\$18/per hour compared to \$12-\$13/per hour offered by other employers. Dual enrollment is offered for this program. VACTE pays for the teacher in the program at Yavapai College and VVMC provides the facility.

Mr. Weir stated their Medical Assistant and Phlebotomy programs will be changing next year. For the medical assistant program, Yavapai College will provide the theory (sit down classes) and VACTE will hire someone to provide the hands-on skills training. He stated 51% of the education has to be hands-on to qualify as a JTED/CTED program per Arizona revised statute. For the phlebotomy program, students have the opportunity to earn a certificate in phlebotomy if they complete the internship and they also obtain CPR/First Aid/AED (Upper Level Red Cross) certification. Students will now take the anatomy/physiology class in their 2nd year of the program instead due to the difficulty of the class. Mr. Weir stated a lot of students weren't completing the program because taking the class as a junior in high school; they had not been exposed to a high level biology class. Mr. Weir acknowledged Nancy Bowers and Scott Farnsworth at Yavapai College for working with VACTE to change courses. He mentioned they currently have 17 students in the Medical Assistant program compared to 10 students last year. Leah Cickavage mentioned NACOG can assist youth after they complete their courses with job training and/or continuing education.

Mr. Weir described their Fire Science program is tremendous and is free to students except for travel. It is dual enrollment. VACTE pays for tuition, books, uniforms and certifications. The students pay for their travel from the home school to VACTE as JTED's do not receive funding for transportation. He stated the program has been around for 14 years in Camp Verde and for the past three years at VACTE with a 90% placement rate. Students are getting hired at 19-20 years old making \$40,000-\$50,000 per year.

Mr. Weir described their Construction Technology program which is in its second year and is the only program in the State of Arizona that is offering forklift certification to high school students at this time. Mr. Weir reported you have to be certified to run a forklift in Arizona or OSHA will shut you down. In this program, students obtain industrial certifications in Forklift, Aerial Boom, Core 4, CPR/AED/First Aid and NCCER Core. Mr. Weir explained NCCER Core is a leading industry certification in the construction field and VACTE is trying to get local contractors to recognize the certification to get students more money when they are hired. Mr. Weir expressed gratitude to NACOG, Yavapai College and John Bassous of Tierra Verde Builders for the recent partnership for youth to go one day per week during class time with their teacher to work hand-in-hand with adults in the workforce. Mr. Weir stated Mr. Bassous has opted to pay students \$12.00 per hour while they work during class time and also offers students the opportunity to work on Fridays and Saturdays if they can. Ms. Brannock asked if there are enough jobs for the students enrolled as she has an employer in Sedona who approached her. Mr. Weir stated right now they have enough jobs and if the class expands it would open up opportunities to rotate students every couple of weeks with different employers during the summer. Mr. Weir shared Mr. Bassous had students go through an interview and drug testing like other job candidates do.

Mr. Weir mentioned the Culinary Arts program which is held at Yavapai College's Sedona Campus which has a million dollar state-of-the art kitchen and described their Teacher Training program. He also shared information regarding other programs that may be offered in the near future.

Mr. Weir continued his presentation with mention that VACTE is an approved Eligible Training Provider. The tuition cost is \$3,500 for 18 weeks/450 hours and an additional cost of \$575 for books, registration, certifications and uniforms. Mr. Weir stated JTED does not receive funding in the summer from the State of Arizona. Tuition has to be paid for by the student or another program. There was discussion on ways to provide opportunities for students during the summer. Ms. Cickavage shared information about the recent construction boot camp and the possibility of expanding it to the Verde Valley. Mr. Weir stated he is open to doing six week boot camps in the summer and would be happy to answer any questions. Ms. Brannock asked if some business training could be offered in the boot camp as well. Mr. Weir shared his teacher is retired military and has a strong background in soft skills training. Also, he incorporates math skills with students on the job sites so they are learning skills that can be used in other occupations in the construction industry as well as other jobs. Other general questions and comments followed regarding opportunities for youth. Mr. Weir concluded his presentation.

III. Approval of May 9, 2018 Meeting Minutes

Chairman Ingwaldson asked for questions or comments on the minutes. **Mr. Ormond made a motion to approve the minutes from May 9, 2018 as drafted. Ms. Cickavage seconded the motion. The motion carried unanimously.**

IV. Chairman's Report

Chairman Ingwaldson announced the WDB had a meeting a month ago. He said the WDB is very appreciative of Youth Council and the work done by staff. Chairman Ingwaldson noted Yavapai County WDB is one of the top leaders in the State of Arizona. Ms. Cickavage added a lot of strides have been made for items needing to be completed in the local areas and our WDB is in the lead for completing items and performance measures for the past several years.

V. Operations Manager Report

Ms. Cickavage began her report by noting the 2019 calendar needed to be revised due to a conflict with WDB meeting dates.

➤ Calendar 2019

Ms. Cickavage proposed the following date changes: April 3 instead of April 10, July 3 instead of July 10, and November 6 instead of November 13. This would move meetings to the first Wednesday of the selected months and the meeting time would remain at 10:00 a.m. Chairman Ingwaldson called for a motion to approve the revised 2019 meeting dates. **Ms. Brannock made a motion to approve the revised calendar. Ms. Cickavage seconded the motion. The motion carried unanimously.**

➤ Program Update

Ms. Cickavage reported there are currently 52 In-School Youth (ISY) enrolled. ISY are attending school and are between the ages of 14-21. 96 Out-of-School Youth (OSY) are enrolled. OSY includes students who are out of school and students attending an alternative education program (considered OSY per WIOA). They are between the ages of 16-24. She stated there are a total of 148 youth enrolled and numbers will steadily increase as summer approaches.

Ms. Cickavage then reported on the current outreach which included the following items:

● **VACTE:** Ms. Cickavage met with Mr.

Weir a few months ago and toured their new facility in Cottonwood which was awesome. They have made some major strides that needed to happen in the Verde Valley for career and technical education. We discussed options for partnership and adding classes to the Eligible Training Provider List (ETPL) as mentioned today, which are eligible for funding through NACOG for youth and adults because of the blended classes.

- **Mingus Union High School:** Ms. Cickavage met with career counselors and provided youth services information. They will be developing a youth job fair in the spring and NACOG is going to participate.
- **Chino Valley Unified School District:** Ms. Cickavage met with Dr. Burnett and provided information regarding youth services. They are also planning a job fair in mid-February which NACOG is going to participate at as well. When NACOG goes to any of the school districts, our goal is to grab those individuals who are soon to graduate so they fit the OSY category.
- **Yavapai County Construction Association (YCCA) Bootcamp:** There has been a desperate need for construction skills in the area over the past couple of years. YCCA has spearheaded a basic startup for primarily youth interested in finding out more about the construction industry, and then there are other avenues for them to gain additional certifications through Yavapai College and VACTE. YCCA started a 3-week program. They've had contractors come in and do presentations to discuss variations of career paths in the construction industry. They take field trips, tour facilities, hands-on training, measuring blue prints, etc. They started out with 29 individuals in the program and still have 29 individuals three weeks later. The program ends this week and youth have been coming in to NACOG for their next steps. A lot of the contractors who have been working with these youth will have opportunities for them for permanent employment. NACOG will be providing on-the-job (OJT) training opportunities to those contractors that are interested. Also, Yavapai College just started offering their basic carpentry courses again; a few of the individuals have shown an interest in continuing their education for a certificate in that field as well. All in all, it has been a very successful boot camp, and in partnership with United Way. There's definitely a need showing in the Verde Valley as well and hopefully, with VACTE's support, we can create a similar program there.
- **Job Fairs:** NACOG staff is working with job fair planning committees for upcoming job fairs for the Yavapai County area. Chino Valley will be on February 1. Prescott will be on March 27 at Yavapai College. The Verde Valley job fair is held typically in April. Sedona has moved to doing one job fair per year.
- **Mayor Workforce Practitioner Meeting:** Mayor Mengarelli of Prescott held a workforce meeting with various service providers in the area. NACOG presented an overview of services including youth services.
- **Veteran Mixer:** NACOG hosted a Prescott Chamber of Commerce Veteran mixer. Many young veteran adults attended and learned more about services offered through NACOG and other organizations.
- **Verde Valley Regional Economic Organization (VVREO):** Ms. Cickavage presented NACOG services including youth services to over 50 individuals in the Verde Valley.
- **Local First Arizona:** Ms. Cickavage was a panelist for Youth Service Best Practices held in Wickenburg.
- **Camp Verde Internship Fair:** It looks like they will move forward with a job fair this year and focus may primarily be on apprenticeships or internships. Last year, the fair featured both. Ms. Brannock commented the event was very successful last year and that she was on the Board that helped create the event. She shared each employer that attended gave a five minute presentation on why they were there and all of the students that came had to do a presentation in front of the employers. Afterwards, breakout sessions were held where students moved from table to table. She commented what she really liked was that one of the construction companies hired every single one of the students that sat down at his table. Chairman

Ingwaldson expressed that learning never stops in these industries and the need to continue partnerships after programs end to sustain employment. Further discussion continued regarding work share and other opportunities to sustain employment for youth.

Ms. Cickavage then reported on upcoming outreach which included the following items:

- **Title II Adult Basic Education:** Completed Addendum A to the Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA) with Title II to better align and serve more individuals working towards their High School Equivalency or learning English as a second language. Orientations will be held for those individuals at Yavapai College and at One Stops.
- **Summer Youth Program (SYP):** Staff is gearing up with outreach/enrollment for the SYP with engaging youth and attraction of summer youth employers.
- **Adult Probation/Youth Probation:** Staff to meet with officers to discuss youth services.
- **Alternative Schools:** Staff to present information to students about youth services.
- **Bootcamp Students:** Case management and developing career plans for further training/education in construction fields.
- **Job Fairs:** Staff to attend various job fairs in the Yavapai County area.
- **CTED:** Staff to meet with CTED to discuss partnerships and assist VACTE with transitioning their graduating youth with employment/education goals.

Ms. Cickavage then shared current employment/education enrollments youth are involved in which are: Health Care, Certified Caregivers, Certified Nursing Assistants, Registered Nurses, Dental Assistants, Cosmetologists, Front Desk, Research Assistants, Construction, Probation Officers, Hospitality Services, Customer Service, Automotive Technicians, Forest Workers, Production Technicians, Information Technology (IT), 3D Printer Assemblers, Manufacturing Assemblers, Engineers, HVAC Techs, and a lot of CDL Drivers.

➤ Social Media Update

Ms. Cickavage then moved on to provide a social media update which included the following items:

- New Facebook page is active, <http://www.yavapaiatwork.com/>. Please visit, like, and share.
- Since June, our posts have reached 769 individuals and 99 post engagements.
- 519 people reached with boosted posts.
 - No negative feedback posted.
 - Inter-joined with Twitter.
 - Blog updated monthly.

Ms. Brannock asked if it is linked to LinkedIn. Ms. Cickavage said she would check on that and thanked Ms. Brannock for the idea.

➤ Summer Youth 2019 Schedule Review/Approval

Ms. Cickavage then moved on to the Summer Youth Program (SYP) by providing some feedback from last year's program. Last year, NACOG worked with one employer, Yavapai County, instead of many different employers in the area as done in previous years. Yavapai County has lots of different career opportunities and was thrilled to have so many youth working for them. Many employers requested SYP opportunities and were offset with work experiences. However, it seemed the community preferred various employers.

Ms. Cickavage asked members if this year's program should be one employer or to have multiple employers as done previously. Chairman Ingwaldson commented there was funding for 18 individuals last year and 10 more individuals that did work experience during that time. Chairman Ingwaldson mentioned the Out-of-School Youth (OSY) funding was the main driver for the change last year. Ms. Cickavage noted the main focus is the OSY category and some of the other locations in the past were linked with In-School Youth (ISY). She stated NACOG is open to what the Council feels is the right path for this year. Ms. Cickavage shared the WDB already approved budgets for this year which included SYP. Projections for this year for SYP is \$61,300 which pays students an \$11.00 hourly wage and students can work up to 40 hours per week typically for an 8-week period.

Ms. Brannock asked how many students were hired for jobs at Yavapai County after the program. Ms. Cickavage said 5 out of 18 were hired on. Then, Ms. Brannock asked how many students are hired during a normal summer where there are multiple employers. Ms. Cickavage said the numbers are usually a little bit higher due to more variation. Ms. Cickavage said one of the issues they found with Yavapai County was some of their locations were not very accessible for students so transportation was a problem and some students were not qualified to drive company vehicles. She shared that Yavapai County has always been one of the participating employers and would likely participate again. Ms. Brannock asked if other placement services were offered to those youth not hired by Yavapai County. Ms. Cickavage stated they were moved into jobs and/or continued education, with continued case management.

Ms. Cickavage asked members for their recommendation for this year's SYP program. Further discussion was held regarding each option, possible orientation dates and dates of the program. It was proposed to have multiple worksites for SYP 2019. The program would run from June 3, 2019 to July 26, 2019 with a budget of \$61,300. **Chairman Ingwaldson called for a motion to approve the Council's recommendation, so moved by Ms. Brannock and seconded by Mr. Ormond. The motion carried unanimously.**

Ms. Cickavage asked if there were any questions or comments regarding her report and there were none. Chairman Ingwaldson thanked Ms. Cickavage for the good report and apologized again for not being able to attend in person.

VI. Member Comments

Chairman Ingwaldson asked for member comments and there were none. Chairman Ingwaldson extended another welcome and gratitude to Officer Steinke for attending today.

VII. Public Comments

Chairman Ingwaldson called for public comments and there were no comments.

VIII. Adjournment

Chairman Ingwaldson called for a motion to adjourn, so moved by Ms. Brannock, seconded by Ms. Cickavage. The motion carried unanimously. Chairman Ingwaldson adjourned the meeting at 11:35 a.m.