

# **Aspire Johnson County *Talent Attraction & Retention***

Notes for Minutes for August 14, 2015 from 8:30 - 10:30 Central Nine Career Center

**Present:** Cheryl Morpew, Dana Monson, Lisa Fears, Glen Weil, Teresa McClure, Tandy Shuck, Paige Banos, Don Kinsey, Beverly Martin, Emily Myers?, Erin Begeire?

## **Agenda Items:**

### **Review of Strategic Planning Session**

Lisa Fears explained the way goals evolved. She pointed out that Aspire can bring leadership and resources to the various entities in the county. Connecting and convening is where Aspire is very good. Lisa did a brief review of the following pyramid.

Tandy Shuck questioned why the word learn was not in the vision statement. Discussion followed.

#### **A. Revised Goals:**

Goal 1 - Connect **students**, educators, employers and influencers to provide awareness of better pathways for education and careers

In the discussion of this goal, the word students was changed to **talent**. However, Beverly Martin stressed that we should not lose sight of working with students.

Goal 2 - Be a convening **resource** for employers and educator, for recruiting and retaining talent

Don Kinsey questioned the word resource. How would employers use Aspire as a resource? Examples given in response to Don's question - Columbus externships, Aspire can convene educators and employers to discuss needs, job shadowing...

Goal 3 - Build awareness by connecting talent stories for Placemaking work

The Talent Committee can showcase initiatives to raise awareness of the premiere aspects of Johnson County.

**Vision**      Make Johnson County a destination to live, work , & play

**Mission**    Identify, improve, & retain talent supply

**Goals**

**Strategies & Actions**

In the discussion on the goals, it was mentioned that Tamara Moore at Johnson Memorial Hospital does a very good presentation on generational differences.

**B. Where do existing initiatives fit?**

Employer Survey Results, Roundtables and Forums, and College Success Coalition

Very limited discussion took place on this item.

Tina sent a note that she had discovered that Bartholomew and Jackson counties have already developed videos on manufacturing jobs. She is working to obtain copies to either borrow ideas or use in Johnson county.

**Update on Manufacturing Forum**

5:30 – 8:00 October 1, 2015 ant Endress + Hauser

Talent team members please Let Brandyn Ferguson know if you plan to attend.

The preliminary invitations were emailed the first week of school. A follow-up call was made the second week of school.

**III. Update on Healthcare Forum - Nicole**

November 5, 2015 St Frances Hospital

Students invited are 6, 7, and 8 graders from C9 sending schools and

Catholic schools in the area. Sending out save the date information soon. The C9 Career Pathway Specialist, Susan Rogers, will handle contact with the middle schools. WindRose is participating. Someone on the steering committee will contact the appropriate people at Johnson Memorial and Community South to include them in the planning sessions.

#### **IV. HIRE Program Review**

Nicole, Tina, Bev, and Cheryl met with a representative from Ivy Tech that has been involved in the implementation of this programming in Lafayette and Kokomo. This group will be travelling to Kokomo in November to observe the program and gather more information to consider this programming for Johnson County.

#### **Follow-up items from Meeting Minutes**

Time did not allow for comments on these.

Hold a career camp during fall break

Forum offer each industry more space and suggest looping video

C9 has grant opportunities available for industry partners to provide internships for teachers. Provide a place for teachers to sign up for this at the October 1 forum.

List job shadowing available for students and teachers

Glenn Weil will send updated counselor list

It was suggested that Partnership for a Healthier Johnson County may have a K-12 list of counselors

C9 and library will own compiling the counselor lists

Davin and Jill need the following information to guide them in providing a list of certifications.

What is recognized? What is needed? What do Johnson County students want to do?

## **XI. Day and Time**

It was brought up at the end of the meeting that the Talent Committee may want to consider changing the day of the monthly meeting. Most schools are holding their administrative meetings on Friday. Superintendents, principals, and counselors are vital to this committee's work. It was also suggested that consideration be given to shortening the meetings to an hour and a half.

## **NEXT TALENT COMMITTEE MEETING**

**September 11, 2015**

**8:30 AM at Ivy Tech**

Aspire Johnson County  
Talent Team  
September 11, 2015

**Goal 1-**(Education side, entry into the pipeline.)

Connect talent, educators, employers and influencers to provide awareness of better pathways for education and careers.

**Strategies:**

- 1-Forums,
- 2-College Success Coalition, videos
- 3-Hire Up Program, influence curriculum,
- 4-Education roundtables,
- 5-Career reps to high school kids,
- 6-List of resources (people) for counselors of employers who could speak to students about the field, counselor meeting (Connie, Casey)
- 7-Connect with online learners

Chair-

Members-Brandyn, Davin, Connie, Casey, Nicole, Paige

**Goal 2-**( Employer side, improving and maintaining the talent pipeline.)

Be a convening resource for employers and educators, for recruiting and retaining talent.

**Strategies:**

- 1-Workforce development grant program,
- 2-Applied learning opportunities, internships
- 3-Employer roundtables, struggling to find employees
- 4-Research and share best practices for recruitment,
- 5-Connect professional development for educators and employees, externships

Chair-

Members-Don, WorkOne, Erin, Jill, Glen, Paige, Cheryl

Meeting time good or bad? Center Grove admin meetings are on Fridays which cut out superintendents, counselors, and principals. Tina will send out a doodle to get a consensus on dates that work best for the meeting. Time will be reduced to an hour and a half.

## **Aspire Johnson County *Talent Attraction & Retention***

Notes for Minutes October 6, 2015 from 1:30 - 3:00 p.m. Central Nine Career Center

### **I. Results of Manufacturing Forum - Tina**

The event was a huge success. A newspaper article about the event was shared with the group. It was noted that at the last planning session for this event 2 schools and 75 students were signed up to attend. Then...Almost 900 individuals attended the event.

### **Discussion**

Tina - Middle school students were so engaged. Tina expressed concern that a parent had no concept of the possibilities open to her son other than a 4-year degree and seemed to have no interest in gaining information about the options.

Nicole - C9 booth was busy. There was success in targeting the right students.

Linda - Endress + Hauser set up to provide engaging activities for students.

Kacee - The timing of the event made it hard for high school counselors to have time to drum up attendees. The middle school did have time.

Lisa - Is there a template, script for planning this event that will help in planning other events?

Don - Yes, Brandyn has spreadsheet/s. It would be a good idea to set aside time in a meeting for Brandyn to debrief the whole group on the organization and planning that went into this successful event.

Linda - There is a tax rebate annual report that shows there are jobs with no applicants who meet the requirements.

In response to Linda's comment above -

Don - In the 60s, you came up through the ranks. In the 80s and 90s, these same people would not be considered to be qualified for the same job

because of having no degree. Now, if an applicant does not have a degree it is questionable whether or not they would be granted an interview.

Mike - Employers need to be focused on getting the skill set that they need.

### **III. Update on Healthcare Forum** - Tina

Davin - Will provide some information on how parents gather information on a child's future education

Paige - This group has information that can be organized and presented to various groups that will help educate parents, employers, students, educators, and community members on various options for education beyond high school.

Mike - It comes down to the parents.

Lisa - This group needs to think about our role in helping to find solutions to what was discussed. We need to think about creative ways to connect and convene parents, employers, students, and other community members and share pertinent information. How can we help school counselors?

### **II. Update on Healthcare Forum** - Nicole

We need to look at the requirements of each industry individually. The health industry cannot be in a competitor's territory. If you move the forum to a neutral location, the opportunity for the students to have hands on experiences is lost. The forum will be held on November 5, 2015 at St. Francis.

Further discussion indicated that the competitive nature of the health care industry will not allow numerous hospitals to participate at the others' location. For that reason, we will need to be flexible in our model and allow the Career and Health Care forum to move around each year to different locations. It was also reinforced that it was not a job fair, but rather an open house event for middle school students and their parents. For that reason, we should probably reconsider this the model as an Aspire initiative.

Linda - Is forum open to home school students?

Davin - Glad to provide connections to home school students in the area

### **III. Re-engaging members** - Brandyn/Davin/Paige

Contacts were made with varying results. Some people indicated they wanted to stay in touch. Others said that the timing of the meetings did not fit with the demands of their schedule. Some were in attendance at this meeting. Not one person indicated the desire to be taken off of the membership list.

### **IV. Breakout Session**

Setting the stage - Lisa

The mission is for the group to be a connector and convener creating and maintaining pathways for students/learners.

### **IV. Breakout Session continued**

Setting the Stage continued

Along with the Placemaking team, this group will identify different populations of people to be identified and retained. (students/learners, employees, and employers)

Each team's work feeds that of the other team.

We need to think about learners as a broad inclusive term. What resources do they need?

How can we connect and convene for employers in order to retain workers?

3. What is this team going to do to meet the goals stated below?

How? How many people? events/ activities?

Can we create a model or template for future use?

Timeline? Done by what date?

Assign accountability for actions listed. Who is responsible?

How can we measure if action is successful?

**Goal 1 Connect talent, educators, employers and influencers to provide awareness of better pathways for education and careers(Linda, Nicole, Davin, Kacee, and Connie)**

1. At the monthly meeting of the Johnson County Directors of Counseling, compile and share list of resources (career speakers) - Kacee and Connie by 12/1/2015

Distribute compiled list of resources at each county high school- Kacee and Connie by 1/15/16

Implement by 9/15/2016

2. Elementary parents roadshow presentation - Myth Busting Career Information - Davin by 3/1/2016

Tina - College Career Success Coalition has some dollars that might be applied to this endeavor.

3. Middle School Reality Store updating, Convene folks to revamp existing model; convene those that own it - Kacee and Connie – update by 10/1/16
4. Parent Night with Employers
5. More tours of C-9 for middle schoolers

**Goal 2 Be a convening resource for employers and educators, for recruiting and retaining talent ( Don, Mike, Dana, Paige)**

1. Research/share, promote services to employers for recruiting opportunities by 12/1/2015
2. Employer roundtables - needs analysis and climate by 3/1/2016

What is missing between skills required for job and what employers think is necessary? Is there a difference between requirements and desired qualifications for employment?

What is add on for experience/associates degree and employment?

3. Provide education exercise for meeting with a potential employer (i.e. tips for job interviews in flyer or video format)

Performance hiring – focus on outcomes

#### Comments

Mike - mentioned Lou Adler who is the CEO of the Adler Group. This group is a training and research firm helping companies implement performance-based hiring. Adler is the author of the book The Essential Guide for Hiring & Getting Hired.

## **Aspire Johnson County *Talent Attraction & Retention***

Notes for Minutes November 16, 2015 from 1:00 - 2:30 p.m. Ivy Tech  
Franklin

### **Welcome New Members**- Tina

Kevin Stinson from Hopewell Staffing, Monica Anderson, and Nathan Hill from The Crossing were introduced.

### **II. Update on Healthcare Forum** - Nicole

The event occurred 11/5/2015 at St. Francis. There were 80 preregistered 6th, 7th, and 8th graders from Johnson County schools and surrounding parochial schools. 50-100 attended with an adult. One of the goals was to have students know that there are more careers in healthcare than being doctors and nurses. Outside agencies and educational partners participated in the forum that were not in direct competition with the hospital.

#### Discussion

A de-briefing meeting will take place next Tuesday. A forum like this can be held at other area hospitals if they are interested. But St. Francis has indicated that they will host again if other hospitals would prefer not to.

Tina - Jane Blessing from Partnership for a Healthier Johnson County should be invited to the debriefing.

Bev - It might be possible to hold a healthcare forum in northern Johnson County and one in southern Johnson County.

Action items: It was recommended that two strategies be added to goal #2:

- 1) Develop a template for the health care forum similar to the one for advanced manufacturing.
- 2) Determine what skills are needed in health care, what certifications might help, and build programming around that.

### **III. Update on Manufacturing Forum** - Can we create a model for

replication?

Tina - Brandyn has provided a template.

Next year's forum will be October 6, 2016

#### **IV. HIRE Technology Meeting in Kokomo** - Bev, Tina, Nicole

Tina

From Brochure

“This is an Ivy Tech Integrated Technology Education Program (ITEP) The purpose of which is to expand opportunities at Ivy Tech for high school students and adult learners to gain industry skills and valuable credentials. It is a career pathway program in industrial technology developed in partnership with area high schools and career centers, as well as local industry. It is a federal initiative designed to encourage America's school districts, institutions of higher education, the workforce investment systems and their partners to integrate rigorous educational standards with work experiences and skills in ways that enhance instruction and deliver real-world learning opportunities for students.”

Program came about by having roundtable discussions to determine focus needed for area.

Area high schools were visited to see what dual credit courses were available to help develop appropriate Pathways to this program.

Area high school teachers were invited to apply for certification to teach dual credit courses.

Employers were brought into the mix to offer externships.

Fiat Chrysler is a big player in this program.

Funding was provided by a Department of Labor grant.

Nicole - Mentioned Skill Up Grant

Coordinator for each industry (Career centers are based on a similar idea.)

Bev - The Kokomo HIRE program focuses on a Certified Production

Technician who has training in 4 different areas:

1. Safety
2. Quality practices & measurement
3. Manufacturing Process
4. Production Maintenance

Kokomo facility is open to other tours

Discussion

MSSC was mentioned. Some people present had no idea what this acronym represents. The question was posed whether or not it might be helpful to invite the MSSC Executive Director to speak about the value of the MSSC certification.

Lisa

Make connection with employers to see what certifications are needed

Next connect with educational institutions to see what is available, what needs to be changed, and what needs to be created

5 or 6 employers come together to fund coordinator for schools

The question was posed whether or not we should try to replicate this in Johnson County.

**V. College/Career Success Coalition** - Teresa Lubbers visit on 2/18/2016

Format for visit was discussed. It was suggested that some of the Aspire Talent Committee initiatives be highlighted. Nicole, Dana, Tina, Kevin, Jim Spence, and Bev will work on developing a format and schedule for this visit.

**VI. Updates by Initiative Owners** Strategic Goals and Strategies\_\_

**Strategy** - Research/share, promote services to employers for recruiting opportunities (i.e. Work One, Staffing Agencies, etc...)

Employer Roundtables **By 3/1/2016** Don, Mike, Dana, Paige

Be a resource for existing H.R. roundtable/work with Debbie Owens

Offer assistance to re-vamp format and topics (onet. Online, work Keys, etc....)

Help promote increased attendance **By 5/2016** Erin Bierger, Kevin Stinson, and others ...

**Strategy** - Provide education exercise for meeting with potential employer (i.e. Tips for job interviews in flyer or video format)

Collect and collate available resources for employers and counselors, training videos for high school seniors, Work One materials **By 2/ 2016** Emily Martin and others ...

**Strategy** - Performance hiring - focus on outcomes

Write job descriptions based on what employer really wants employee to know and be able to do

Training workshops after the first of the year **TBA**

**Strategy** - Develop template for future events **TBA**

## **VII. Future Meetings**

Doodle invites

Talent committee members were promised that a directory would be available at the December meeting.

## **Aspire Johnson County *Talent Attraction & Retention***

Notes for Minutes December 10, 2015 from 9:00 - 10:30 p.m. Central 9

### **I. Results of Healthcare Forum Debriefing Meeting-** Nicole

64 students and 100 adults attended.

St Francis willing to do it again

Nicole is contacting Jane Blessing about Johnson Memorial participating.

Discussion

Tina - Steering team needs an update. Is there a template? Nicole is checking.

Teresa - Clarification - Is Johnson Memorial interested?

Dana - Is St. Francis open to moving or maybe doing on the same night if it is decided to have 2 forums - North and South?

Tina - Need to consider that other vendors would need to have 2 people involved (one at each location)

Bev - Could one person from the Talent Committee coordinate both events?

OTHER

Tina - Need to start thinking about IT forum

Dana - Heard conference speaker Thomas P. Miller. He made a comment that it is good to start the process with a roundtable with employers.

Nicole – C-9 is planning an IT event; weekend camp with 1150 Academy(Stan Jones)

### **II. College/Career Success Coalition** - Nicole/Tina

1) Commission for Higher Education Commissioner Teresa Lubbers visit on 2/18/2016

Luncheon at Endress + Hauser at 12 Noon

Doors open at 11:30

Draft outline of event - Highlight Aspire, Commissioner Lubbers speech,  
Panel discussion (Panel to be made up of C9 and Ivy Tech graduates)

Ideas for funding event

College/ Career Success Collation grant funds, solicit sponsor/s, sell tickets (\$10-\$15)

Dana offer choice - lunch must purchase ticket, program only free

Nicole will communicate with the state contact

Jim - Media coverage? Nicole - Commissioner Lubbers office will take care of media.

Suggestions of groups to be invited - Aspire large group, manufacturing, college/s, healthcare, mayors and politicians, city council members for area, school superintendents and counselors

Monica – Career exploration materials are limited in the middle school due to cost

### **III. EcO Network/ECO 25 Presentation** - Jeff Byrd, Atterbury Job Corps.

Jeff presented the idea of having Stephanie Weber of the ECO Network present to the Talent team. The work of this group started with the ECO15 initiative, funded by Lilly endowment, to address some of the workforce gaps and work with some adult education, out of school youth, and with area high schools to educate students about workforce opportunities.

Entry level workforce where employer needs group with some skills

People 18-24 who come to Work One are people sharing resources.

Connect individuals who need employment with employers

High Schools have an ECO representative.

Might offer some good ideas for aspire to implement.

Discussion

Jim - Work One is taking unemployment sign up out of office.

Encouraging employer to rewrite job descriptions for current needs

Jeff - would like to bring in presenter and then look at out -of -school youth

Tina - Johnson County not included in EcO 2025

Paige - Is Aspire duplicating Work One, EcO, etc.?

Stephanie from EcO will be invited to come to the Talent Committee meeting in January.

#### **IV. Updates by Initiative Owners** Strategic Goals and Strategies\_\_

##### **GOAL 1**

Initiative- Middle School Reality Store updating to host at Franklin Community Middle School; convene folks to revamp existing model, including those who own it.

Monica shared forms and information

Jeff - Krane Credit Union did something similar. Might check with them. Perhaps Aspire and the Franklin Chamber of Commerce could work together to do the Reality Store.

##### **GOAL 2**

Initiative 1 - Research/share, promote services to employers for recruiting opportunities

Bev will contact new library director to see if library could do something in this area.

Grant funds - Best use for these funds?

Discussion

Paige - What are the parameters on the money?

Glen - It is a local decision. Grant planners may decide.

Tina – we have approx. \$4,000 in CSC funds to spend on video production as discussed in previous meetings; discussion of highlighting successful former students employed in the county, more of a real life vision; Ray Gonzalez might be a good person to produce the videos; start with former students highlighted at the Lubbers event; can also incorporate some of the video from the community conversation

Videos should target students, teachers, counselors, and parents

Nathan volunteered to lead this initiative. Bev, Dana, Kacee and Monica will serve on sub-committee.

Monica stated that career exploration materials were limited and dated. Students need reality piece and connection.

Dana suggested Ray G. as a dynamic resource.

It was suggested that the video start with the panel at the February 18, 2016 event.

Bev suggested clips of the Talent Community Conversation video be used. Aspire owns this video and has permission to use it.

Jim mentioned You Tube.

Tandy stated that if we create videos the group needs to plan to assure that they are used.

## **GOAL 2**

Initiative - Collect and collate available training and resources that will enhance interviewing skills (Resource Library)

Erin shared samples of existing resources on interviewing and effective resume writing that could be adapted.

Initiative - Develop template for IT forum - Who will take the lead? Tina will check with Ivy Tech Franklin IT Dept.

**V. Future Meetings**

Doodle invites

**NEXT TALENT COMMITTEE MEETING**

**January date, time & location TBA**