

**St. Charles County  
Workforce Development Board**

**Special Populations Task Force Meeting**

**Mission Statement:**

Through collaboration, partnership and education, we will work to overcome barriers by advising the Workforce Development Board on the state of essential services and resources for the special needs population in St. Charles County, empowering them to pursue workforce success.

**Committee:** Special Populations Task Force Meeting (September 23, 2020)

**Attending Special Tasks Force**

**WDB Members:** Jeff Cartnal, Daryl Muhammad, Michael Hurlbert

**Attending**

**Special Population Task Force Members:**

Cathleen Church, Angels Arms  
Tammie De Los Santos, St. Charles Community College  
Janis Miller, VR  
Niwar Davis, Juvenile Justice Center  
Mandy Rose, St. Charles Community College

**Guests:**

Sandy Weltkamp, BCI Skills Center  
Brenda Ranney, Boone Center

**Staff:** Lori Myers, Jenny Warren and Sharon Sontag

1. Welcome/Comments  
Jeff Cartnal kicked off the meeting, welcoming everyone.
2. Minutes from the last meeting: The minutes from the June 24, 2020 meeting were reviewed. Jeff Cartnal made a motion to accept the minutes. Niwar Davis seconded the motion to approve the minutes and all were in favor.
3. Community Needs Assessment
  - Special needs during COVID

Jeff Cartnal reviewed briefly the results of the 2018 Special Populations Employment Survey.

Jenny Warren commented the survey was sent to help with determining activities targeted for the Special Populations group.

Lori Myers commented there are no planned on-site events at the Job Center for the remainder of the year. There will be a reevaluation of that policy in January. There are currently many training opportunities available.

#### 4. Updates from members

Jeff Cartnal asked for Job Center Updates.

Jenny Warren commented the CARES Act money is still available for training. Coursera class registration is still available through October 31, 2020.

Question: Tammie asked how long the CARES Act money is available?

Answer: Jenny commented it is available for clients enrolled in classes by October 31, 2020 and billed by November 15, 2020. There will be additional funds after that date still available for training through the Adult/Dislocated Workers and Youth funds.

Question: Niwar asked if juveniles are eligible to receive services?

Answer: Jenny answer yes, they are. The Franklin Apprenticeships are also available through the state and there are some Apprenticeships available locally.

Question: Jeff asked about any employers looking to hire large numbers of people?

Answer: Lori commented that GM is looking to hire temporary/part time employees. Amazon is also looking to hire 100 full-time employees. FedEx is also looking to hire mostly part-time employees.

#### 5. Adjournment

Next meeting: Wednesday, January 13, 2021 at 9:00 a.m.

Question to the group: Should the meetings continue quarterly on the 4<sup>th</sup> Wednesday of the month at 9am, starting in March, with the January meeting as a one off to replace the December 23, 2020 meeting? Or should they occur every three months on the second Wednesday of the month at 9am, to follow the January 13<sup>th</sup> meeting date?

Follow up: Information from the Job Center regarding the Coursera training will be sent out to the Special Populations Task Force along with the Youth program eligibility requirements.