

Employment Committee Minutes

8 December 2011

Present: Coyle, Hagen, Paesl, Rathjen, Rasmussen, Tyrell, Vohland

Excused: Atkinson

1. Checklist discussion:

Reviewed and revised Employment Services checklist:

Employment Services Referral:

- Keep appointments/arrive on time
- Follow medical advice
- Work ID (2)
- Transportation plan
- Benefits analysis
- Referred to Job Seeking Skills training
- Disclosed criminal background

Employment Services:

- Completed Job Search Agreement
- Completed Job Seeking Skills training
- Completed Job Facts book
- Begin Job Search

Quarterly team progress review:

- Employment achieved
- Follow through acceptable
- Goal is appropriate
- Fits the labor market
- Discussed employer advocacy/contact
- Criminal background reviewed
- Disability reviewed

- Needs additional planning/training

Employment Follow-up:

- Employment achieved

Successful Outcome:

- Successful Employment (90+ days)
- Consumer satisfied with job
- Employer satisfied with the job
- Earning/benefits are competitive
- Job consistent with abilities/interests

2. Reviewed the HRAM training in Omaha. Looked at the 10 evaluation forms that were returned from the 48 HR attendees. Comments were positive. Discussed offering the same training for credit to the HR groups in Columbus and Hastings.
3. Vickie discussed what is being done to develop an outreach strategy for the Latino community which would encompass both consumer and employer outreach. The committee felt the employer outreach would be something they would like to help carry out across the state.
4. Committee reviewed the retention guidelines that Don Crouch developed with the Counseling Committee. We really liked what they had developed and offer the following suggestions:
 - a. Under legal: Add child or adult abuse. Change Molester to Sexual Offender Registry
 - b. Under Interpersonal Skills: English competency: We do not feel this fits here
 - c. Transportation: Add fuel costs
 - d. Need to add something about passing drug screening

- e. Add a category Communication to include oral/written, English competency, additional phone or contact numbers, and mailing address.
5. Employer Database: Committee asked Jim to follow up with Mark so see where things are with the database.
 6. Outreach to Temp Agencies: Our letter campaign did not get one response from approximately 60 temp agencies. The committee did not see any value in following up and contacting them individually. The committee felt the best way to deal with temp agencies was to have the placement staff in each area work with them individually.
 7. Committee would like to thank Darla Atkinson for her years of service to the committee, as she retires from the committee. We would like to welcome our newest member Cassy Kvasnicka, who has been selected to fill her place.
 8. Next meeting is January 19.