



South Suburban Cook County American Job Center at Prairie State College
Monthly Partner Meeting
October 19th, 2023
10:00 am

In-Person Meeting Attendees:

Camilla Benjamin, scaleLIT; Candace Gray, scaleLIT; Melissa Veach, Calumet Area Industrial Commission (CAIC); Robert Guzman, scaleLIT; and Roslyen McGhee, Illinois Department of Employment Security (IDES).

Virtual Meeting Attendees:

Becky Raymond, scaleLIT; Christopher McElroy, South Suburban College; Dawn Foster-Taylor, South Suburban College; Destanee Williams, Youth Job Center; Francesca Snow, Youth Job Center; Jillian Campbell, IDES; Matt Weis, National Able Network; Marcelo Valencia, IDES; M Diana Gutierrez, South Suburban College; Meg Dawczak, Moraine Valley Community College; Megan McGinty, scaleLIT; NuDonna Williams, Youth Job Center; Nidia Mejia, scaleLIT; Raylynn Stokes, South Suburban College; and Stacey Kregel, scaleLIT.

Agenda:

- Dashboard and Data Review
- Outstanding Items Discussion
- Upcoming Events
- Partner Updates
 - Requested updates
- Networking

Dashboard and Data Review:

- August - October 2023
 - 238 Onsite Survey Responses
 - 9 Workshop Survey Responses
 - 8 Responses for recent Peak Hiring Season Career Connector Event
 - 1 Response for Careers by National Able Network WIOA Orientation
- Nidia and Camilla discussed the dashboard for the South Suburban AJC at Prairie State College, noting a high net promoter score and the need to increase workshop participation. They also mentioned that orientations are held both virtually and in person, and that ITA workshops are being planned.
 - Niasa praised scaleLIT and all the support they offered to National Able onsite.
- Camilla and Nidia discussed various best practices for improving customer satisfaction

and accessibility at the American Job Center. They also shared ideas such as using QR codes for workshops and including survey links in follow-up emails

Outstanding Items Discussion:

- OWL
 - *OWL Ambassador(s) and Nest Location* will be determined with onsite staff and Camilla.
 - *The OWL Name* for the South Suburban Cook County AJC at Prairie State College will be Miss Faithfulness.
- Safety Precautions and Training
 - Next steps for Safety and Evacuation Plan development
 - Chicago Heights Police Department and onsite officers
- Onsite space for Additional Partners
 - CEDA Representative contacted scaleLIT
 - What other organizations are onsite? What organizations have request onsite space?

Upcoming Events:

- Harvey Pre-Holiday Resource Fair is scheduled for October 25, 2023
 - 10:00 am - 1:00 pm @ Harvey IDES (16845 S. Halsted St., Harvey, IL 60426)
 - [Click here to view the flyer.](#)
- Techapalooza event is scheduled for November 1, 2023
 - 10:00 am - 2:00 pm @ Shine Bright Community Center

Partner Updates:

- Raylynn Stokes with South Suburban College introduced the new Transitions Advisor for the Adult Education Department - Dawn Foster Taylor (dfoster-taylor@ssc.edu 708-596-2000 Ext. 2314).
 - Christopher McElroy shared upcoming registration information for the Spring term (January 16, 2024 – April 4, 2024). Classes Meet Monday – Thursday:
 - Wednesday, November 1st
 - Thursday, November 2nd
 - Monday, November 6th
 - Wednesday, November 8th
 - Tuesday, November 14th
 - Thursday, November 16th
 - Monday, November 27
 - Wednesday, November 29
- Melissa Veach with CAIC reminded the group of National Apprenticeship Week (November 13 - 19). Melissa encouraged partners to connect with employers to open up their talent pipeline with apprenticeships, using this *Earn and Learn* model. CAIC has resources to help employers build apprenticeship pipelines. Connect with Melissa via email at melissa@calumetareaindustrial.com.

Next Steps:

- Determine OWL Ambassador and Nest: Camilla and onsite staff at the South Suburban Cook County AJC at Prairie State College
 - Niasa plans to assign OWL ambassador responsibilities to Sandri and another onsite Career Coach.
- Share OWL Name: Miss Faithfulness
- Harvey Resource Fair Workshop Survey Information: OSO connect with Erica, Anne, Candace, and Camilla
- Invite CEDA Staff to Center-level Meetings: Robert and OSO team
 - Connect regarding onsite space: Niasa Hollins-Watson.
- Send all updated flyers to the OSO team at oso@scalelit.org.

Resources:

- [Click here to access the Partner Portal](#)
- [Click here to view the October South Suburban Cook County AJC at Prairie State College Resources](#)