

## **Champaign County Business Advisory Council Joint Statement 2019-2020**

**The Champaign County Business Advisory Council has met twice during the current school year: September 5, 2019 @ Champaign Residential Services and again on December 5, 2019 at Graham High School. There are two more quarterly meetings planned, March 5, 2020 at Weidmann Corporation and June 4, 2020 at the Ohio Means Jobs Office. All meetings begin with a presentation from the host on what they are doing to enhance workforce development based on the needs in our county and how those needs are being addressed in our five local districts and our CTC. Each meeting concludes with BAC members breaking into three work groups based on the three ongoing goals and action plans and assigning tasks related to goal accomplishment. The updated goal and action planning documents can be viewed at the end of this document. These documents are updated after each meeting.**

**Mission: Develop connections between Champaign County businesses, the five local schools, the career center and the educational service center. The connection will enhance the educational opportunities for students in the community by providing them with information on local career opportunities and the educational pathway that should be pursued to secure employment. It will look for ways to establish and sustain a talented workforce in Champaign County.**

### **Goals and Objectives:**

- **To provide two-way communication or input between the business and school community.**
- **To increase the involvement of business in improving the educational program of all schools so that it matches the needs of the business community.**
- **To provide schools with input on future employment needs and opportunities.**
- **To enhance the understanding of the business community on current educational trends and legislation which may be obstacles to meeting the needs of local business.**
- **To create partnerships between local businesses and the districts that will provide Champaign County students with career awareness, mentoring, job shadowing and internships**
- **As mandated by Sub. HB 49 develop a plan that delineates needed employment skills and if appropriate develop the curriculum to instill those skills curriculum**
- **As mandated by Sub. HB 49 advise local boards of education on the job market and types of employment in which future jobs are going to be available.**
- **The BAC and the ESC Board (representing the Champaign County School Boards) will file a joint statement describing how the involved parties have fulfilled their responsibilities.**

### **Membership**

**The Champaign County BAC is made up of the following representative businesses and agencies:**

- **KTH Parts**
- **Weidman Manufacturing**
- **Rittal Corp.**
- **YMCA**
- **Chamber of Commerce**

- Sarica Manufacturing
- Job and Family Services
- The Hall Company
- Michael's Family Farms
- Champaign Economic Partnership
- Mercy Health
- DP&L
- YMCA
- Security National Bank
- Ultra-Met
- City of Urbana
- Champaign County Commissioners
- Kroger
- CRSI

The following school districts participate in the Champaign County BAC:

District Name	District IRN
Graham Local Schools	046193
Madison-Champaign ESC	137364
Mechanicsburg Exempted Village Schools	045484
Ohio Hi Point CTC	051334
Triad Local Schools	046201
Urbana City Schools	044941
West-Liberty-Salem Local Schools	046219

**Officers**

- The chair, Jill O'Neal, HR Director of Weidmann Corporation has been responsible for creating the agenda with input from members and she facilitates the regular meetings
- The recording secretary, Dan Kaffenbarger of the Madison-Champaign ESC, creates and maintains minutes from each meeting of the BAC.

**Meetings**

- The BAC will meet quarterly during the 2020-2021 school year on the following dates and at the following locations:
  - September 3, 2020 @ Mechanicsburg Exempted Village Schools
  - December 3, 2020 @ Bundy Corporation
  - March 4, 2021 @ Triad Local Schools
  - June 3, 2021 @ a site to be determined
- The BAC is invited to meet quarterly with the Madison-Champaign ESC Governing Board at a meeting which most closely corresponds to the previous BAC meeting.

**Updated Goals and Action Plans for the Champaign County BAC can be viewed below:**

**Goal: #1 Develop two ways to enhance the working relationship between schools and businesses.**

**Objective: Hold quarterly BAC meetings to address needs, track data and plan for county events**

<b>Action Steps</b>	<b>Responsible Person</b>	<b>Start Date</b>	<b>Completion Date</b>
1. Place quarterly meetings on the calendar, a year in advance (1 <sup>st</sup> Thursday at 1PM on September 3, 2020, December 3, 2020, March 4, 2021, June 3, 2021	Dan/Jill	3/6/2019	3/6/2019
2. Get sites to commit to hosting BAC meetings a year in advance. Each host site would present their work while school districts would present their advances in preparing the future workforce. Sept. Mtg @ McBurg; Dec. Mtg. @ Bundy; Mar. Mtg. @ Triad ; June Mtg. @ (yet to be determined)	Business Relation Committee	3/6/2019	May 1, 2019
3. Revise the communication list and create a "Save the Date" mailing for all members	Marcia/Dan	6/26/2019	8/2019

**Objective: Develop internship partnerships for students with businesses and add 2 to 5 student placements per year.**

<b>Action Steps</b>	<b>Responsible Person</b>	<b>Start Date</b>	<b>Completion Date</b>
1. Collect baseline data the number of county student internships currently in businesses for the 2018-2019 school year.	Tracey Kohl	6/26/2019	
2. Increase business MOUs with local schools/OHP for the placement of students in internships.	Districts/Ashley /OHP		
3. Develop a common MOU template for the school/business internships	OHP, Rick Smith	12/5/2019	

**Objective: Grow the number of businesses that are participating in the BAC**

<b>Action Steps</b>	<b>Responsible Person</b>	<b>Start Date</b>	<b>Completion Date</b>
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1. Business Relation Committee will develop outreach strategies to invite more businesses to participate in at least two BAC Meetings per year.	Business Relations Committee	9/5/2019	
2. Send out save the date card to all businesses identified by the Chamber and CEP	Marcia, Dan and Chamber	6/26/2019	8/2019
3. Create BAC page (FAQ) and have link hosted on business/school websites	Business Relations Committee	9/5/2019	

**Goal #2: Create three ways to impact business workforce needs by communicating current and future employment needs.**

**Objective: Create a survey to evaluate needs, hiring of interns and closing the gap of Ohio Job Readiness Skills.**

Action Steps	Responsible Person	Start Date	Completion Date
1. Build a short survey that meets the required objective. Use CEP to develop a summary of the available positions. The skills and needs could be developed from the position list.	Workforce Development	Dec 2019	Spring 2020
2. Track data of employer satisfaction, changes in new teenager job readiness skills.	Workforce Development	Spring 2020	Ongoing
3. Develop a short inventory of what school districts already do to introduce students to careers	Supt Smith	Sept 2019	Dec 2019

**Objective: Provide students access to job fairs within the county.**

Action Steps	Responsible Person	Start Date	Completion Date
1. Determine what job fairs should look like. Think strategically about streamlining the information and the setting for job fairs. Consider open recruiting at lunchtime or at the school home games, particularly for intercounty contests. (i.e. Graham vs. Urbana). Sponsorships for aspects of the game. (This “kick-off” is sponsored by Company X”)	Ashely Cook, School Supts & Counselors	April 2019 Fall 2020	Ongoing

2. Develop a way to know when each job fair is happening in the county.	Ohio Means Jobs	Fall 2019	June Meeting
3. Work with school counselors to get involved or attend local job fairs.	ESC Counselor meetings	October 2019	Ongoing
4. Communicate job fairs through our county-wide monitor platform.	Marcia B	Spring 2019	Ongoing
5. Develop a career awareness program for parents			

<b>Objective: Create a county workforce signing day to celebrate students choosing high needs job fields.</b>			
<b>Action Steps</b>	<b>Responsible Person</b>	<b>Start Date</b>	<b>Completion Date</b>
1. Create a signing day where job offers and successful internships are recognized as benefiting their community by being part of the workforce solution for our county.	Workforce Committee	Winter 2019 <b>Ongoing</b> <b>2020</b>	4 Signing Days Last May 2019
2. Notify the media to give coverage of signing day for the workforce.	Workforce Committee	Spring 2019	May 2019
3. Track data of the number who commit to a company and stay for one year.  Current Data - 6 OHP students and 2 Colleges - Everyone to bring spreadsheet so we can account for everyone from last spring to track this year.	BAC 2019  Workforce Committee	May 2020	Ongoing

**Goal #3: Determine employment skills and ensure they are embedded in the school's curriculum.**

<b>Objective: Have 3-4 speaker series for the middle school and high school classes in all county schools to provide career exploration and job knowledge.</b>			
<b>Action Steps</b>	<b>Responsible Person</b>	<b>Start Date</b>	<b>Completion Date</b>
1. Create a subject list, speaker and schedule for 3-4 dates per year in the county.	Curriculum Deployment	January	June Meeting
2. Track estimated attendance as to how many students in the county are exposed to hearing these community and business leaders speak about workforce opportunities and career exploration. Track types of jobs.	Principals and counselors	June 2019	March 2020
3. Compile a list of career contacts in the county. Counselors share who they use (Counselor mtgs)	BAC/CEP	Fall/Winter	2019-2020

<b>Objective: Run county-wide design challenges to bring businesses and students working on curriculum projects together.</b>			
<b>Action Steps</b>	<b>Responsible Person</b>	<b>Start Date</b>	<b>Completion Date</b>
1. Hold a design challenge tournament day.	OHP – Allison and Ashley	June 2019	June 2020
2. Connect business mentors to student projects.	BAC/ Allison	June 2019	June 2020
3. Track data of the number students or teams that participate each year.	BAC	June 2019	June 2020

<b>Objective: Support school activities that build on leadership and career skills such as Portrait of a Graduate, Future Ready, STEM, etc.</b>			
<b>Action Steps</b>	<b>Responsible Person</b>	<b>Start Date</b>	<b>Completion Date</b>
1. Promote UU camps aligned to the objective. Ask about attendance. Baseline data needed. (Shauna-Attendance)	UU/Districts/ BAC	June 2019	June 2020
2. Create and utilize student advisory groups. Survey- student groups to districts. Safety purple star. POG leadership innovation. Supt. advisory	Districts	June 2019	June 2020
3. Create student workshops on student leadership.	BAC/ESC	June 2019	June 2020