

The River Cities Training Hubs Network Meeting - Minutes

Thurs, Oct 24th 2019 / 11.00 am – 12.00 pm / Gateway Urban Campus, Rm UB112 (Gallery)

1) River Cities Project Schedule (Updated)

- Updated to reflect the CLT exam (Logistics) on December 13th 2019

2) River Cities Project School Matrix (Updated)

- Updated to include numbers for schools attending the Gateway Manufacturing Day (Oct 25th)

3) Supply Chain OKI – Introduction

- Brief presentation given to network by Maria Reynolds of Supply Chain OKI, showing the business partners and the options for engaging students and parents for the purpose of recruitment into training hubs/co-ops

4) Brighton Center – Introduction

- Brief introduction given by Ellen Bates of Brighton Center/Kentucky Career Center on the work of the Youth Talent Development Team and the Business Services relative to preparing River Cities' students for college/career and linking students and business partners for co-op/employment opportunities. Note: Brighton Center is now part of the River Cities Hubs Network and will be represented at future network meetings.

5) Training Hubs

- **Exam Fees Up-date**
 - NaviGo waiting to hear from Life Learning Center regarding next steps for accessing potential funding
- **CLA Exam results**
 - Network informed that students cannot sit for the CLT unless they pass the CLA. Update given from schools on the reasons why some students did not turn up to take the CLA.
- **Attendance (soft skills and class)**
 - Network informed that attendance at Soft Skills is falling, and that students are missing classes such as resume building and interview prep. Schools were asked to address attendance issues with respective students.
- **DHL Tour**
 - Updated given on the details of this tour, which is scheduled for November 8th – schools/students have to provide transportation to and from DHL, and food will not be provided for lunch.
- **Inventory positions**
 - Overview presented on this great opportunity being offered to two students from the Covington campus and two from the Edgewood campus. Schools are asked to approve this as it will require students missing up to 7 days of school.

- **Timely contact with school designees**
 - Network informed that requests with time constraints will include a 'due date'.

6) Co-ops for 2020

- **Co-op placement process – gaps in coordination of placements, as follows:**
 - Discussion on the necessity for a process for coordinating the co-ops, from engaging business partners, to determining each student's need, so that students are placed in the most suitable co-op positions.
 - Reiteration that we all need to be on the same page in this coordination, and the suggestion that NaviGo, a school designee, and OKI work together for this purpose
 - Co-op planning tool sent to schools to complete so that we can match students with placements taking into consideration the sharing of rides, distance to travel, hours available, work limits such as late nights/weekends, etc.

7) 2020 Planning

- Plans are underway to get the Healthcare training hub off the ground and ready for enrollment in the fall of 2020
- Recruitment for the Fall 2020 hubs to commence in January 2020 – a process is needed for this recruitment to ensure that hub enrollees are interested in the career path that each hub offers
- This recruitment will be strategic and intentional and NaviGo and Gateway will work in partnership with schools during this process

8) Other Business

- **One-on-one Coaching for RC students**
 - Brief overview presented by Stephanie Layton of NaviGo - this individual coaching normally costs \$25 per week per student, but NaviGo will cover this cost for the River Cities schools.
- **Next meeting**
 - Proposed for Friday, November 22nd 2019. As the River Cities Project moves forward and the network expands, 60 mins. is no longer sufficient to get through our full agenda, so we are proposing that meetings are scheduled for **90 mins**. From November's meeting onward (**10.30 am – 12.00 pm**).