



GREENE COUNTY COMMISSION

HAROLD BENGSCHE
COMMISSIONER 1ST DISTRICT

BOB CIRTIN
PRESIDING COMMISSIONER

ROSEANN BENTLEY
COMMISSIONER 2ND DISTRICT

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MINUTES

Daily Briefing September 9 2016
Greene County Commission Office
9:30 a.m.

One document was submitted and is attached herein as Exhibit A.

Presiding Commissioner Bob Cirtin called the meeting of September 9, 2016 to order.

Roll Call – Upon roll call the following Commissioners were present:

Present: Bob Cirtin, Harold Bengsch, Roseann Bentley

Absent: None

Others Present: Chris Coulter, Jennifer McClure, Brenda Cirtin, Linda Macalister, Shane Schoeller, Jess Kerr, Major Kevin Spaulding, Jill Randolph, Dave O'Dell, Jeff Scott, Chris Mericle, Larry Woods, Kevin Barnes, and Marilyn Elsass.

Items for Consideration and Action by the Commission

(None)

Informational Items

Jobs for Life Presentation—Linda Macalister and Brenda Cirtin

Commissioner Cirtin introduced Ms. Linda Macalister and Mrs. Brenda Cirtin to present the Commission with information regarding a program called Jobs for Life.

The Jobs for Life Program assists individuals who are unemployed or under employed and are eighteen to forty years old. The Jobs for Life program assists individuals entering the workforce or changing careers. The program was implemented in 1996 by a pastor of the Church of Christ in Raleigh, North Carolina. Forty states and seven countries are involved with this worthwhile global project.

Ms. Macalister presented the Commission with a "Jobs for Life Class Overview" (Exhibit A), which is used as part of the training program. Ten individuals are accepted for each session. The current program spans from September 6, 2016 through October 9, 2016.

Ms. Macalister stated the Jobs for Life Program needs "champions" in order for participants to receive encouragement and guidance from a mentor.

Mrs. Cirtin will provide Jobs for Life Program information to Camille Knowles in the Greene County Human Resources Department.

Resource Management—Kevin Barnes

Mr. Barnes provided the Commission with a preliminary flood plain review through a power point presentation. Mr. Barnes stated the power point is a good tool for developers in determining areas suitable for development. Mr. Barnes stated the Resource Department has been working with FEMA to develop flood plain models. Mr. Barnes reported that the Resource Management Department has been monitoring rain to assist in predicting flood events.

Mr. Barnes updated the Commission on the "tiny house" previously featured in a story by Springfield, Missouri's local KY3 News Station. The tiny house was constructed and placed just outside the city limits, north of the Springfield City Zoo on Highway 13. The Resource Management Department has contacted the owner of the structure who has agreed to move the "tiny house" to a camper site since the structure is not classified as a permanent residence. It has been reported the "tiny house" does not have running water or sewer components.

Mr. Barnes stated Greene County staff have been working on a solution to the seasonal space for the Collector's office in the Historic Courthouse.

Chris Coulter

Mr. Coulter gave an update of applications for the Office of Emergency Management Director position.

Jennifer McClure

Ms. McClure discussed legislative priorities the Commission may want to include in their brochure of priorities to the Southwest Missouri Legislators.

Other Items

No other items were brought before the Commission.

Commissioner Cirtin adjourned.

Jobs for Life Class Overviews

Class 1: Welcome, Let's Get Started

This class serves as an orientation. It covers FAQ's, introduces students to the class and each other, discusses the benefits of the class, and covers expectations.

Required Task: My Value and My Goals

Class 2: Why Should I Take This Journey?

This class focuses on God's design for work, each individual's value, roadblocks that keep us from succeeding, and the importance of relationships.

Required Tasks: Pre-Class Student Evaluation Survey and "My Journey"

Class 3: What Do I Bring to the Journey and What Do I Still Need?

This class teaches supply and demand, the concept of personal marketability, the biblical concept of stewardship, the importance of first impressions, and assessing one's employability.

Required Tasks: "My Journey – More About Myself," and "My Job Search"

Class 4: Who is Driving?

This class focuses on the ideal employee businesses want to hire: what are the characteristics this ideal employee exhibits? It uses Joseph's life as an illustration of integrity and the development of good character traits.

Required Task: "Character Counts"

Class 5: How Do I Plan My Journey? (Vocational Planning)

This class helps students develop a roadmap for employment and discusses God's plan for our lives, the roadblocks that keep us from achieving our best, and how to avoid negative body signals.

Required Task: "My Vocational Plan," "My Job Search Progress Report"

Class 6: How Do I Find My Destination? (Job Search)

This class teaches job search techniques, how to write effective resume's, how to interview well, and how to fill out a good job application. It also explores the Bible as a resume written by God so that we might accept his gift of eternal life.

Required Task: "My Vocational Plan," "My Job Search Progress Report"

Class 7: What Can I Expect When I Reach My Destination? (Workplace Culture)

This class features a roundtable discussion practice in preparation for when students and actual local business owners and employers meet at the Community Resource Panel. The roundtable discusses character in the workplace and discusses the value of teamwork and relationship building in the workplace. It explores the parable of the Vineyard Workers as a point of discussion.

Required Tasks: "My Vocational Plan Update," "New Job Leads," "My Job Search Progress"

Class 8: What Are the Physical Roadblocks Along the Journey?

This marks the halfway point in the class. A special Community Resource Panel is held, where local business owners and employers come to the class. They discuss their thoughts on an ideal employee, conduct informational interviews with feedback, and provide encouragement and possible job opportunities. The biblical foundational message for the week is, "Following God is a Win-Win Solution."

Required Task: "My Roadblock Action Plan."

Class 9: What Are the Emotional Roadblocks Along the Journey?

In this class, students confront emotional roadblocks that have kept them from becoming everything God intends them to be. They take responsibility and also explore forgiveness as a powerful tool for emotional health. The class also goes in-depth on resume writing.

Required Task: "Job Search Activity Update"

Class 10: What Do I Need On the Journey? (Pt. 1)

This class looks at the character of Ruth. It also discusses positive role modeling, and recaps good interviewing strategies and techniques, as well as develops public speaking skills. The foundational message is, "With God, I Can."

Required Task: "Tell Me About Yourself – 60 Second Commercial"

Class 11: What Do I Need On the Journey? (Pt. 2)

Part 2 helps individuals discover their current character, presents the past assignment publicly, conducts a resume workshop. The foundational biblical message is, "It Is Never Too Late To Change."

Required Tasks: "Interview Question Practice," and "My 60-Second Commercial."

Class 12: How Do I Ask For Directions?

This class conducts a mock interview with role playing, covers job readiness skills and employer expectations, and covers the foundational message, "You Can Always Ask God For Help."

Required Tasks: "Completing My Resume and Roadmap – My Vocational Plan."

Class 13: How Do I Know If I Am Going In The Right Direction?

This class revisits Joseph's story and character, discusses the concept of faith, strengthens character traits, and builds decision-making skills.

Required Tasks: "My Job Search Progress Chart" and "My Vocational Plan Update."

Class 14: What Happens If I Make A Wrong Turn?

This class discusses Jonah's story, deals with anger and disobedience, and practices positive communication skills and conflict resolution. It also covers forgiveness.

Required Tasks: "Self-Reflection Exercise," and "Am I Ready to Graduate?"

Class 15: How Do I Stay On the Journey At Work?

This class discusses employee evaluations, job readiness skills and mobility, employer satisfaction, conflict resolution, and teaches the win-win principle. The foundational biblical message is, "We Can Overcome."

Required Tasks: "Where Am I On My Journey?"

Class 16: How Do I Stay On the Journey?

This is the final class. It performs a training review and evaluation, a student reflection, a post-class evaluation survey, recaps the importance of character, and fills out progress reports. The foundational biblical message is, "Practice What You Have Learned." Everyone celebrates and gets ready for graduation!

As a Champion, you will:

1. Provide support, encouragement, counsel, and truth with grace to the student on a regular basis. Never underestimate the importance of a Champion!
2. Regularly attend the JfL classes and serve as a small group discussion leader. Take the responsibility to notify the Class Relations Leader if you have to miss a scheduled class and to recruit a Champion to replace you as a group Discussion Leader. JfL history shows that when Champions attend the classes, their student(s) get more out of the instruction and are far less likely to fail to graduate.
3. Work closely with your student. Serve as the primary person to evaluate his or her comprehension and life application of the material taught in the course. Monitor his or her progress to insure that he/she is on track for JfL graduation.
4. Take responsibility to ensure that the student attends class, completes all assignments and make-up sessions and continues to work toward completing all graduation requirements. Ask the student for weekly progress updates and hold him/her accountable for their work.

Faith mentoring is...
a lifelong relationship, between two people, in which one person helps another person reach his/her God-given potential.

Never underestimate the importance of a Champion! You serve as a critical link to a student's success.

5. Championing someone is more "how can I help you?" rather than "what should I teach you?" Championing is not lording over someone or being a parent.

6. Be a good and sincere listener. Make it possible for the student to open up to you and reveal possible pains that may hinder progress. Be a sounding board for the student, as he/she confronts various obstacles to implementation or has to reconsider earlier decisions and /or change course.
7. Expect the student to take responsibility for his/her life and decisions. Don't be a "pushover" and allow the student to avoid work, skip class, be irresponsible, or make excuses for not doing the assigned preparation. Any correction or chastisement should be done in love. Speak the truth and do it with grace.
8. Champions should not assume that the student has no family support or a poor education, or no job skills, or is otherwise, unable to help himself/herself. Be sensitive, sympathetic and caring toward your student's journey while not allowing him or her to excuse their present-day responsibilities because of unfortunate, painful events in the past.
9. JfL encourages Champions NOT to loan money or succumb to stories of great woe. Rather direct the participant to appropriate resources/services if the needs are severe. Confidentially discuss situation with the Champion Team Leader as needed.
10. Build a Champion/student relationship on common elements. Find out hobbies or favorite sports teams,

previous places of residence, information of children – these might prove to be possible points of connection. Often we have far more in common with others than we may initially recognize. Spend time just getting acquainted informally. Arrive prior to class for fellowship with the student and to share personal conversation.

11. Work with the Site Leader, Student Relations and Champion Team Leaders to prepare a final written evaluation of the student when he/she finishes the JfL training that will determine if the student has satisfactorily completed all of the course requirements. The evaluation will constitute the student's final grade for the course (pass/incomplete) and will be based on the student having faithfully fulfilled the course requirements and having developed a basic understanding of the course material.
12. Commit to continue to meet with the student after he or she has completed JfL training course and has found employment to insure that he or she becomes firmly established in the workplace. The support of the Champion and the site is crucial at this point. It may well make the difference between success and failure in the student's career. Provide the Site Leader with graduate update status.

Set the example. Genuinely model what the student is to do. The goal is to help that person succeed.

Our program is in place to not only help people find a job but to help them become solid strong employees. We work with our students to do two things. 1) break the cycle of job-to-job employment and 2) help those who seem to be stuck in life. We accomplish this by helping our students realize they are people of value and worth.

Our focus is on teaching soft skills: Attitude, respect for authority, conflict resolution, work ethic, technology etiquette etc. We also teach the value and dignity of work, and we strive to develop career mindsets versus job-to-job mindsets. We also help train and prepare students for interviews and writing and tweaking resumes.

Our program is 100% free of charge and we do offer childcare and transportation at the Schweitzer location. The program is open to those 20 years old to whatever age and for all educational backgrounds from little education all the way to Masters degree. (18 yrs old - 20 is on provisional case-by-case basis to ensure individual is mature enough). The only qualifier is a willing and teachable heart...and just show up!

The program is 8 weeks, two nights per week. During the session each student is assigned a Champion who sits with them all 16 classes to help, support, and mentor.

Business Partners Benefit and Commitment

- We offer solid employable candidates who have received excellent training and will become lifelong, solid employees for you
- If one of our JfL graduates applies at your business, they would be guaranteed by you an interview with someone who has hiring power and who is looking to hire. You are not guaranteeing them the job; you are guaranteeing them the face-to-face interview for an open position.
- We also ask our Business Partners to help us with our Business Panel and Mock Interview nights. These two events give the students the opportunity to hear directly from employers, CEO's, managers, HR directors about what makes a good employee and also receive feedback in a mock interview.
- We also ask if we can have limited use of your logo