



**Meeting Time & Place:** Tuesday, October 4<sup>th</sup>, 2011, 8:30 a.m., Big Sky Bistro, Polson.

**In Attendance:** Theresa Jones from St. Luke Community Healthcare Network; Blakely Phillips, Debbie Krantz, and Todd Erickson from Lake County Job Service; Marilyn Becker from Office of Public Assistance; Shelly Fyant from Kicking Horse Job Corps; Whitney Cantlon from Country Pasta; Gib Turner from Lake County Community Development; Jessie Miller from First Citizen Bank; and Karen Dellwo from First Interstate.

**Topic:** We watched video clips from “4 Generations in the Workplace” and “Workplace Violence.” Both of which are resources available through DuPont Sustainable Solutions. The average price to purchase one video is \$945. The company also provides a rental service for \$645 per year. The rental service would allow access to three videos per year. Debbie brought up the idea of MSEC creating a Resource Library that would be available to all JSECs in the State for a rental fee of \$20-\$25. That idea was discussed and several people thought it would be a good option. Todd will share the idea at the MSEC meeting.

Some other topics that we were interested in included intimidation, bullying, and harassment. Below are links for the videos previewed at the meeting.

4 Generations: [http://ecom.training.dupont.com/POI025-DVD-ENG\(CoastalU\)/HR\(Generations+in+the+Workplace\)/en-US/ProductDetails\\_US/Four-training.aspx](http://ecom.training.dupont.com/POI025-DVD-ENG(CoastalU)/HR(Generations+in+the+Workplace)/en-US/ProductDetails_US/Four-training.aspx)

Workplace Violence: [http://ecom.training.dupont.com/VIO000-DVD-ESP\(CoastalU\)/HR/en-US/ProductDetails\\_us/Workplace-training.aspx](http://ecom.training.dupont.com/VIO000-DVD-ESP(CoastalU)/HR/en-US/ProductDetails_us/Workplace-training.aspx)

**Treasurer’s Report:** Jessie reported that our current balance is \$8,540.61. There is an ABC Clinic registration check to be deposited for \$70 and an outstanding bill to Valley Journal for the ABC Clinic advertising for \$142.

**Old Business:**

**Review/Approve Minutes:** Marilyn motioned to approve the minutes as they were presented, Karen seconded the motion. The motion passed.

**ABC Clinic Report:** We had 26 Attendees at the 2011 Assistance for Business Clinic. The event was hosted in the Conference Room at the Lake County Health Department. 26 was a nice and comfortable number of people for the space available. We received very good feedback on the space, presenters, and food. Of the 15 feedback responses we received, 10 were attending their first Clinic. Another interesting thing from the responses

was that 0 of 15 indicated that they heard about the Clinic from the ad placed in the Valley Journal. Overall, it was a great Clinic.

**New Business:**

**JSEC Banner Update:** Todd met with Gull Printing regarding a JSEC banner. We could get a 2'x6' banner in any color and any font for less than \$100. We decided that a 2'x4' banner would better suit our needs. Todd will get a few more quotes. Shelly suggested calling Dan Roullier in Pablo and Karen suggested contacting Kara Bishop. We agreed that the blue logo would be best and would stand out better against the white background of the banner.

**Workshop Planning Committee:** The Workshop Planning Committee will consist of Whitney, Jessie, Theresa, Todd, and Blakely. They will meet once a month or so to plan and prepare for the Spring Workshop.

**MSEC Meeting:** We discussed the agenda items for the MSEC Meeting in Helena this Thursday October 6<sup>th</sup>. Theresa, Todd, and Blakely will be attending. The agenda looks like it will cover why we have MSEC. Theresa, Todd, and Blakely will report at the meeting next month.

**Manager's Report:** Debbie mentioned that we still have the opportunity to write contracts for On-the-Job-Training for people who are long term dislocated workers (must be unemployed and have collected Unemployment Insurance for 22 weeks, the weeks do not need to be consecutive). We would love to place people, so if you know of someone who might be willing to hire, please share this information. It can be any size business with the exception of Government employers. This includes businesses owned by the Tribe, as they are considered to be a Government as well.

The Job Service is now offering Job Hunting Workshops on Applications, Resumes/Cover Letters, and Interviewing. These classes rotate every Wednesday at 2:30 pm.

Our newest employee started Monday (10/3). Lynn Lagerquist taught in Oregon for 5 years before moving to Polson. We are very happy to be back up to full staff. We will try to bring her to a JSEC meeting to introduce her.

**Misc:** Shelly informed us that Kicking Horse Job Corps is having their Open House Tuesday October 11<sup>th</sup> from 10-3. Tours and lunch will be available. She also mentioned that the new contract they have is phasing out Culinary Arts, Facilities Maintenance, and Carpentry. They will be adding Pharmacy Tech and Medical Office Support including Medical Transcriptionists.

**Next Meeting:** Tuesday November 1<sup>st</sup>, 8:30 a.m. at the Big Sky Bistro.