

**Minutes of the Yorke Region *Employment and Skills Formation Network*
meeting held on Wednesday 17th October 2007**

VENUE: District Council of Mallala, Council Chambers

MEETING COMMENCEMENT TIME: 10:30am

Present:

Peter Stockings, Economic Development Officer, YRDB
Bridget Sara, Economic Development Officer, YRDB
John May, SA Works Coordinator, DFEEST
Diane Gameau, Regional Migration Officer/EDO Support, YRDB
Neil Sommers-Cain, Community Education Manager, TAFE SA (Gawler)
Anna Centofanti, Regional Industry Career Advisor, Rural Skills Australia
Peter Egel, Manager Training, TAFE SA (Kadina)
Angie Tucker, Project Manager, Work to Work, DC of the Copper Coast
Ann-Marie Eaton, Community Development Officer, DC of Mallala
Michele Appleton, Aboriginal Inclusion Officer, DECS
Sue Hall, DEWR
Nina Lupinacci, DEWR
Anne Bridge, Employment Directions
Robyn Hoare, Rehabilitation Consultant, CRS Australia

1. Welcome

The Chair, Peter Stockings, welcomed all in attendance

2. Apologies

Apologies were noted as: Rosemary Goode, Carol Mitic, Rhia Vines, Jeanette Hirschhausen, Anthony Connolly, Sheree Simms-Farmer, Janine Hinton, Alan Williams and Geraldine Habils.

3. Minutes from previous Network Meeting held 13 June 2007

Moved: *Peter Egel*

Seconded: *John May*

That the minutes be accepted as a true and accurate record.

Carried

a) 2007/08 Budget Allocations

Bridget Sara gave an overview of possible projects that may benefit from the re-allocation of money in the 07/08 budget.

A cross regional food processing project with Northern Futures (Northern Adelaide region) has been approved and is being managed by Employment Directions. There will be 20 Yorke Region participants with 10 anticipated job outcomes.

Bridget Sara meet with David Richie from Primo Abattoirs in regard to the re-opening of the abattoirs and training requirements that Primo may have for new and existing staff. Primo is expecting to re-open by 30th October 2007. It was reported during this meeting that training provided by the Work to Work program proved to be most beneficial to Primo.

Yorke Local Community Partnership are planning to deliver two accredited hospitality courses in Kadina and Maitland.

b) Forum Topics

Network members are asked to forward all proposed forum topics to Bridget Sara by the next network meeting in December.

ACTION: *Network members to forward forum topics to bsara@wakefieldrc.sa.gov.au by December 12th.*

Potential topics include a Multiculturalism forum in February 2008, Youth Skills in April 2008 or a Injury Prevention forum.

c) Careers Expo Sub-committee

The sub-committee is currently organising a database of speakers to visit schools. Bridget opened the floor to comments on the previous Careers Expo and whether a similar expo should be held again or other suggestions?

Michelle Appleton spoke on the Careers Expo that was held at Kadina TAFE, and said that it proved beneficial to her students and provided good interaction for her students and she would be keen to see a similar forum organised again.

Barossa TAFE has held a similar forum, with participation from the Motor Trade Association, Statewide and Apprenticeship providers. This proved to be interactive with the students in attendance.

It was discussed that school attendance was always a struggle even when adequate prior warning is given to schools. It was suggested that Work to Work funding be investigated and used to bring speakers into schools instead of requiring students to leave their classrooms.

Angie Tucker supported the Community Speakers project. Michelle Appleton was concerned that speakers in classrooms take up too much time and interrupt the class timetables. Peter Egel said there are many barriers in schools to overcome, including students are often not allowed to attend expos/forums/info sessions unless it fits in without interrupting their timetable whether they are interested in attending or not. Cooperation from schools is not always received and staff change-overs make it hard to get a constant message into schools.

Anne Bridge from Employment Directions, suggested that a meeting with key members of school staff be arranged to discuss up coming opportunities.

ACTION: *John May & Bridget Sara to meet with schools and discuss opportunities for students.*

4. 206/07 Project Update

Network members referred to the project update document presented by John May.

Bridget Sara commented that the Yorke ESF Network banner is available for network members to borrow and display at events. The ESF Network flyers can be collected from Bridget Sara to use to promote projects.

The YLCP has had 53 Employment and Skills Consultation Survey completed and the final report is expected to be tabled at the next meeting.

5. 2007/08 Project Update

a) Data Analysis – Indigenous Mapping Services

Peter Stockings informed the meeting that at the last ESF Executive meeting an update of Indigenous maps was discussed and it was suggested that \$1000 in funding would be required for the maps to be updated. Endorsement was sought from the meeting to engage services in order to complete the map updates.

Moved: *John May*

Seconded: *Michelle Appleton*

That \$1000 is allocated from the Data and Research budget line to update the Indigenous Mapping Services document. .

Carried

b) Speakers in Schools Project

As discussed earlier in meeting, a database is currently being organised which will be made available to schools.

6. Network Administration

a) Implementation Guide

Network members referred to the draft implementation guide provided by John May, outlining how and why projects are funded and approved by SA Works.

John May asked the network members to read over the guide and bring any questions to the next meeting for discussion.

ACTION: *Network members to review the draft implementation guide and prepare questions for the December meeting.*

b) Terms of Reference & Operational Guidelines

John May asked members to have a think about the functions and purpose of the ESF Network and bring and issues or questions to the next meeting for discussion.

ACTION: *Network members prepare questions for December meeting.*

c) SA Works Awards and Forum

Nine Yorke ESF Network members will be attending SA Works forum and awards on November 1st. Bev Roy, John May and Bridget Sara will be presenting at the Awards.

7. Any Other Business

Angie Tucker discussed her concerns with the Work to Work program and the numbers of people interested in the program. Target was set at 115 and currently Angie has 96 registered with 10 on a wait list. Angie's main concern is not having the resources to service all participants.

A contract trainer has been employed to keep up with the demands of participants. Angie requires funding to employ additional staff to be able to continue to accept and assist people on the Work to Work program.

It was suggested that this concern be added to the Executive meeting agenda for discussion. John May suggested that he would take it to SA Works head office in Adelaide to seek advice and possible additional funding.

ACTION: *Work to Work concerns raised by Angie Tucker are added to the ESF executive agenda.
John May to take concerns to SA Works head office.*

Peter Egel spoke on a current project being undertaken at TAFE in Kadina with the construction of 100 transportable homes for the mining industry being undertaken currently. TAFE is training in Certificate II General Construction. Program is to be moved out of the region at end of contract.

Diane Gameau, gave a brief overview of the Regional Migration Program, in that it is available to employers who are struggling to fill their skilled vacancies within the local labour market. It provides the options for employers to seek overseas workers on various visas to fill vacancies within the regions. Diane is employed by the Yorke Regional Development Board, based in Kadina and also covers the Mid North Regional Development Board area.

8. Next Meeting

Wednesday 12th December 2007, Maitland 10:30am at the YRDB Office.

9. Close

Peter Stockings closed the meeting at 12:30pm