



Meeting Minutes – Steering Committee

Date: July 26, 2016

Time: 10:30 a.m. - Noon

Location: Prior Lake City Hall

Steering Committee Members:

Josh Berg	X	Tim Dittberner		Dave Frazier	
Rick Keeney		Jane Wiley	X	Mike McGee	X
Jane Victorey	X	Kathy Nielsen	X	Jamie Thelen	X
Jon Ulrich	X				

Working Group Chairs:

Mike Waldo (H)	X	Bob Coughlen (H)		Darren Kermes (W)	X
Michelle Choudek (W)	X	Kami Thompson (E)		Bob Crawford (T)	X
Josh Johnson (T)	X				

Staff Members:

Tracy Cervenka		Renee Christianson		Brad Davis	X
Lisa Freese		Jake Grussing	X	Barb Dahl (workforce)	X

Agenda Item 1: Introductions

Kathy Nielsen invited attendees to introduce themselves and describe the change they hope to see as a result of the 50 by 30 effort.

Agenda Item 2: Updates from Working Groups

Mike Waldo gave an update on the Housing working group. He explained that the group continues to gather data.

Darren Kermes, Michelle Choudek, and Barb Dahl gave an update on the Workforce working group. They explained that the group was continuing to gather and review data. They noted that because the high schools in Scott County produce college-bound and college-ready graduates, there may be a need for career exploration opportunities that connect students to local employers.

Jake Grussing gave an update on the Education working group. He noted that the group was still gathering data. He also mentioned the group now has a chair: Kami Thompson, Director at New Horizon Academy in Prior Lake.

Bob Crawford gave an update on the Transportation working group. He explained that the group is starting to narrow its focus on how to move more people within the county and identifying last-mile solutions.

Agenda Item 3: Review and Discuss Draft Charter

Brad Davis reviewed the Draft Charter that was distributed. He talked about the purpose of a Charter, which is to put forth the purpose, scope, and principles of a project. He really sees two distinct audiences for this Charter – the Steering Committee and the SCALE Executive Committee.

After discussion, the group gave direction to staff:

- Revise the charter to more clearly describe the conversation at the April retreat that moved the partnership from “50 by 30” to “50 by 30: Live, Learn, Earn”
- Prepare a final draft of the charter to be distributed to working groups, SCALE executive committee, and the www.livelearnearn.org website

Agenda Items 4: Large Group Meeting Planning

The group discussed two models for ½ day large group meetings:

1. Each working group would spend 15 minutes presenting their data and progress; after each presentation there would be 15 minutes for questions from the other working groups; the final portion of the day would be spent in cross-hatched discussion groups
2. Extended presentation and discussion of data that impacts all working groups; examples include the Maxfield housing study, the 169 transitway study, or recent research published by the U of M

The group agreed that a ½ day is an appropriate amount of time for either type of meeting. The group suggested that the first large group meeting should occur in February 2017.

Other Items

- There was a suggestion that the Workforce and Education working group chairs meet periodically to discuss how their work overlaps.
- On behalf of their working groups, chairs should send questions for the steering committee to Jake Grussing at jgrussing@scottlib.org.
- There was a request to post agendas and meeting notes to the www.livelearnearn.org website quickly and consistently.

The next meeting is scheduled for Tuesday, August 23rd from 10:30am–Noon; Prior Lake City Hall.