



Meeting Minutes –Workforce Working Group

Date: July 11, 2018

Time: 11:30 AM – 1:00 PM

Location: Prior Lake City Hall – Parkview Conference

Workforce Group Members:

Mike Beard	X	Tim O’Neill	X	Chad Sheets, DCTC	X
John Bezek		Maja Numainville	X	Catlin Soukup	
Jenn Brewington	X	Jeff Pawlicki		Patricia Timmons	X
Madelyn Hertaus		Kathryn Reeder		Jeff Vizenor	
Darren Kermes		Vanessa Roman		Velvet Walker	X
Donna LaBere		Erik Sill	X	Cindy Walters	X
Brenda Lieske		Nick Slavik			
Kellie McElroy Hooper					

Staff Members:

Stacy Crakes	X	Mark Jacobs	X	Jo Foust	X
Barb Dahl	X	Jean Sinell		Zach Mitchell	X

Guests:

Bob Crawford	X	Jacob Grussing	X		

The meeting was called to order at 11:30 a.m. by Dahl.

Introductions were made.

Dahl opened the meeting with an overview of information covered at previous meetings including the MNCAPs projects and presentations, Monster.com and Traitify presentation. She provided an outline of items to discuss at this meeting and the action plan for the future.

Agenda Item #1: MNCAPS Survey Data – Further Analysis

Crakes asked the committee for input on whether or not additional analysis is desired on the survey information obtained through the MNCAPs survey. The group discussed the need to further analyze data from the MNCAPs survey which reported 18% of respondents could not find employment. Information as to why this may be occurring, given the low unemployment rate, was requested. It was noted there age restrictions for various jobs which may impact 16 and 17 year olds versus 18 to 24 years old workers. A breakdown of the age group reporting difficulty finding employment was requested. Tim O’Neill offered to provide updated demographic data for comparison to various survey categories.

Crawford reported the University of MN has completed a study on 16 to 24 year olds and employment. This will be available soon.

Agenda Item #2: Monster.com Website Debrief

Committee members provided positive feedback on the Traitify website. Members also felt the Monster.com Jobs website would be beneficial if additional information was included. The estimated cost was quoted at approximately \$60,000 per year for three years. Funding for a site will need to be determined; including possible private contributions by employers. A RFQ for companies to develop and maintain the proposed site may be beneficial as well.

Agenda Item #3: Review/Discuss Workforce Readiness Action Plan

A sample Action Plan was distributed and reviewed. Jacob Grussing reported he recently participated in a webinar on collective impact and noted the Workgroup appears to be addressing the steps at the right pace.

Accomplishments of the workgroup were highlighted; Stacy, Barb and Jake recently meet with the reporter for the *Business in Focus* publication, which will be released in August, 2018. Other accomplishments were highlighted including the MNCAPs presentation, Employer Survey, IZI, the purchase of Jobs EQ Software, Life-cycle housing and economic development educational sessions and data gathering.

Action Plan – four goals were identified and discussed:

- Establish post-secondary presence in Scott County- increase career training options for local citizens and employers
- Develop and launch jobs website – increase awareness of local job opportunities
- Youth connections to employment – increase awareness of career options for youth and caregivers
- Targeted economic development-looking to increase opportunities in targeted industries to align with resident employment skills.

Dahl requested input on creating subcommittees to focus on a couple of the goals with quarterly meetings moving forward. Staff would support each workgroup. It was suggested there be cross-reference membership between the teams or workgroups.

It was the consensus of the group to focus on the establishment of a post-secondary education presence in Scott County and development of a Jobs website as the top two priorities. An email will be sent asking for volunteers for the two committees.

Agenda Item #4: October Retreat – Tuesday, October 23rd, at 4 p.m. at Ridges of Sand Creek, Jordan.

Committee members will be invited to attend the upcoming October retreat. Reports from each of the Workgroups will be shared along with their action items.

The next meeting of the full Workforce Readiness Working Group will be held on Wednesday, September 12, 2018 at 11:30 a.m.

Subcommittee meetings will be held in August and November, with the retreat in October.

The meeting adjourned at 12:25 p.m.