



Meeting Minutes – Workforce Working Group

Date: January 10, 2017

Time: 11 AM – 12:30 PM

Location: Prior Lake City Hall – Parkview Conference

Work Group Members:

Michelle Choudek (Chair)		Lee Foley		Nick Slavik	
Darren Kermes (Chair)	X	Brenda Lieske		Patricia Timmons	
Mike Beard	X	Kathryn Reeder		Tim Wynes	X
Heather Fitzloff		Annie Sheehan-Kerber	X		

Staff Members:

Stacy Crakes	X	Mark Jacobs	X	Jean Sinell	X
Barb Dahl	X	Tim O’Neill	X	Jo Foust	X

Guests:

Melanie Smieja	X	Kathy Nielsen	X		

MNCAPS Recap:

Barb Dahl and Stacy Crakes introduced Melanie Smieja, MNCAPS Coordinator for the Prior Lake-Savage and Lakeville school districts.

Smieja provided an overview of the Minnesota Center for Advanced Professional Studies (MNCAPS) program. She noted they currently have about 100 high school juniors and seniors involved in the program at this time. Students are currently offered two optional pathways: Business and Healthcare. A third pathway is being introduced for the 2017-2018 school year for Technology + Design. Students work in teams and are paired with participating local companies who assign projects and mentor the students. Business mentors meet with the students every two weeks either in person, on the phone, or through email. MNCAPS provides licensed instructors to teach the students skills in interviewing,

elevator pitches, research and preparing presentations. Students are eligible for college credits. The program is funded through the participating school districts.

Dahl suggested the Workforce Working Group identify a project which could be completed by students. It was noted statistics indicate there is a high unemployment rate for 16-24 year olds, who would like to be in the workforce (10-11%). Designing a project which would have students research why this may be occurring and how to connect the available workforce with jobs in Scott County was suggested. The committee concurred that this would be an interesting project to pursue.

Working Groups – Outlines and Actions Sheets

Dahl and Crakes referenced a proposed outline to address the Workforce Working Group goals, with proposed action steps. The primary action steps included (1) Structural alignment, (2) Take Aim – Goal Attainment, (3) Take Stock –Shared Diagnosis, (4) Target Action -Mutually Reinforcing Activities, and (5) Track Progress –Shared Measurement. Focus areas for workforce development discussed included addressing the unemployment rate of 16-24 year olds, providing more job opportunities locally, which match residents’ skills, and capturing the commuting population to work locally.

Crakes distributed workforce statistics illustrating the work destinations for Scott County residents, where workers live that are employed in Scott County and Industry Employment wages paid locally versus the median earnings for Scott County residents, by the labor industry. Crakes noted there were 43,241 jobs available in Scott County in 2014 with 75,824 people in Scott County in the labor force. Approximately 28% of Scott County residents commute outside of Scott County to work. O’Neill offered to assist with updating the statistics and providing more detailed information by industry type and where the workers are traveling to.

The Committee suggested preparing timelines for the accomplishment of the goals and identifying goals which could be accomplished short term to allow some small “home runs”, early on.

Greater MSP Business Surveys:

Crakes recommended the Committee obtain information from major employers in Scott County on their employment levels. A sample business retention and expansion (BRE) survey, developed by Greater MSP was reviewed. Committee members suggested adding questions and discussing this with the other SCALE working groups to include any questions they may have. It was also recommended the BRE process be coordinated with local cities and/or Chambers of Commerce. Greater MSP will be contacted regarding the group’s ability to use and modify the survey questions. The list of major employers in the County will also be updated.

Next Steps:

It was the consensus of the Committee to continue to develop the Business Retention and Expansion Survey, and discuss it at the Joint Working Group SCALE meeting in February. The Committee will also work to further develop tactics and strategies to accomplish goals and work to develop a project for the MNCAPS program.

Adjournment

The meeting adjourned at 12:28 p.m.