



Meeting Minutes-Workforce Readiness Group
 Date: June 14, 2016
 Time: 11:-12:30
 Location: Prior Lake City Hall

Work Group Members:

Mike Bearc		Dave Lund		Patricia Timmons	X
Victor Bonett		Kathryn Reeder	X	Tanya Velishek	
Michelle Choudek	X	Marjee Righeime	X	Angie Whitcomb	
Darren Kermes	X	Annie Sheehan-Kerber	X	Tim Wynes	
Todd Leech		Nick Slavik	X	Mike Yanda	

Staff Members:

Stacy Crakes	X	Mark Jacobs	X	Jean Sinell	X
Barb Dahl	X				

- Introductions and Discussion on Chair/Co-Chair
 - Attendees provided introductions.
 - Michelle Choudek and Darren Kermes were selected to be co-chairs for the work group.
 - Tim O’Neill from DEED was a guest for the meeting.

- Meeting Minutes from other Working Groups
 - LiveLearnEarn.org website has been developed. There are pages for the Steering Committee and each of the working groups. A documents section contains meeting agendas, minutes and handouts.
 - Minutes from the other committees were distributed.
 - Minutes from the other groups will be shared so members can review them prior to each meeting. The goal is to have this information on the website one week prior.

- 2030 Goal Discussion
 - Tie goals to more specific sectors/populations/industry to test process.
 - Need a tighter focus as we move forward.
 - Market jobs to those who live in Scott County.

- Look at in demand jobs locally.
- How do we match skill sets of residents with those required for local jobs?
- Use veterans as a sample group?
- Scope for Workforce Preparation versus educational preparation. Initial focus for Workforce preparation was 8th grade to adult. Need to revisit?
- Problem Definition and Data Identification
 - What problem are we trying to solve?
 - What are the training gaps?
 - Workforce preparation for students – promote a full range of opportunities to youth and their parents.
 - Prioritize a review of high effort/low cost and low effort/low costs activities as identified in the retreat.
 - Identify career pathways and current skills sets
 - Focus on granular level– identify root causes.
 - Is there funding available to support activities?
 - What can we do without new funds – collective impact?
 - Tim O’Neill will share the link to a recent article about demographics in metro area. He will prepare a Scott County profile with a narrative for the next meeting.
 - Review labor force participation data on a county, metro and statewide basis.
- Stakeholder Gaps
 - Completed Big Tent Stakeholders Wheel exercise. Each member placed dots on topics they currently represent and topics where they have past experience.
 - Lots of representation in business & employment.
 - Current and former experience sprinkled though out the other categories.
 - Need to add information for the members who were not present today.
 - Discussed gaps and additional areas to be represented on the work group. Perhaps FISH, CAP, Veterans
 - Review membership on an ongoing basis.
- Roadmap for Measurement
 - Define what to do and drive it – add measurements.
 - Review lists from the retreat and identify possible issues/solutions.
 - Identify best practices for similar work in other areas.
 - What is currently in place? Inventory agencies and activities - leverage resources. Build a toolbox.-
- Handouts
 - Work Group Roles and responsibilities
 - 50 by 30 Housing, Transportation, Workforce and Education in the 21st Century PowerPoint
 - 2030 Goal Analysis 3/13/16 and 6/13/16 Data Updates
 - 2030 Goal Analysis U.S. Census Bureau – On The Map program (job counts commuter information)
 - Jobs in Demand - DEED
 - WorkForce Readiness Data Points 6/14/16
 - Notes form Transportation, Housing, Educational Preparedness, and Workforce Preparedness work group meetings
 - Live Learn Earn Outcome Road map

Next meeting - Tuesday July12th 11:00 to 12:30 at the Prior Lake City Hall, 4646 Dakota St. S. E., Prior Lake