



Meeting Minutes – Workforce Working Group

Date: June 26, 2018

Time: 10:30 a.m. – 12:00 p.m.

Location: Prior Lake City Hall

Work Group Members:

Kirt Briggs (E)	X	Bob Crawford (T)	X	Bob Coughlen	X
James Eriksrud (H)		Josh Johnson (T)	X	Darren Kermes	
Kami Thompson (E)		Bethany Tjornhom	X	Jon Ulrich (T)	X
Joe Vaughan		Jane Wiley (T)		Mike Waldo (H)	
Eric Weiss	X				

Staff Members:

Tracy Cervenka	X	Brad Davis	X	Lisa Freese (T)	
Jake Grussing	X	Brad Larson (T)	X	Barb Dahl	X

Agenda Item 1: Work Group Updates

Housing: Jake Grussing provided an update on the Pohlad Family Foundation grants. The Letter of Intent from Live Learn Earn was rejected; Scott County’s application is moving forward; and the Foundation followed up with CAP to request more information about their application.

Educational Preparedness: Kirt Briggs reported that posters have been printed to stimulate education and awareness around pre-K screening in an effort to increase the number of children screened before kindergarten. The posters are printed in English and Spanish. They are also planning to have them translated into Russian and Somali. Kirt noted the meeting with all of the County’s school districts being a key element to the alignment of this effort.

Transportation: Bob Crawford provided an update on the pilot car repair program. He has been working with the Elko New Market Chamber of Commerce and FISH to speak with local mechanics and repair shops about being a FISH member and being willing to provide their services and low or no cost to those with a true need.

Bob Coughlen recommended this activity be documented via an action worksheet. Jake Grussing agreed that documenting this type of activity will be helpful in talking about what Live Learn Earn is doing. Jon Ulrich suggested going retroactively, and creating an Action Worksheet for items that have been completed.

Workforce Readiness: Barb Dahl reported that they met with a representative from Monster.com. They looked at a site in Ohio that is similar to what the group has been discussing, as well as some different applications. One application is the Traitify assessment tool through the Dakota-Scott Workforce Development Board. This tool was piloted with students during Scott County's Future Leaders Day event, and the students responded positively to the tool. Staff is planning to start distributing the link to this via the libraries and Employment & Training.

Agenda Item 2: Letter of Support – Homework Starts

Jake Grussing advised the members that a letter has been submitted to the Minnesota Housing Finance Agency in support of the Scott County CDA's grant application for the Homework Starts with Home Program. This grant would provide rental assistance, and would be used to help ensure access to safe, stable, and affordable housing for residents of Scott County and reduce barriers to educational success. Bethany Tjornhom indicated that FISH also submitted a similar letter of support.

Jon Ulrich initiated a discussion about timing related to letters of support. Jake Grussing indicated when time allows, letters of support are brought to the Steering Committee for approval prior to being signed and submitted. However, some items come up that need to be submitted prior to the next meeting. He added that any letters related to development would only be sent if the City also supports the item. Jon Ulrich noted the potential to e-mail information to the group asking if anyone has a concern prior to sending a letter.

Agenda Items 3: 2020 Census Complete Count Committee

Brad Davis distributed information about the 2020 Census and the formation of a Complete Count Committee (CCC). The CCC would have training and would meet four to six times. The purpose of a CCC is to promote and encourage response to the census in their communities. It is important to count as many people as possible as the data determines and guides legislative representation, funding, planning, and businesses.

The SCALE Service Delivery Committee has recommended this Committee consist of a current county-wide group of people rather than forming something new. He noted that because the Live Learn Earn Steering Committee has a good, county-wide representation, it may be a good option. It was suggested if this Committee fulfills that role additional people may be needed to ensure geographically diversity. There was a suggestion to contact people from the IZIs who indicated an interest in being involved or asking for members of the work groups to participate. Kirt Briggs suggested Brad bring discussion of this to the SCALE Executive Committee.

Agenda Item 4 – Project Coordinator Update

Jake Grussing distributed the 2018 Strategic Initiatives, Live Learn Earn Roadmap, Action Plan form, 2017 Indicators Dashboard, and notes about understanding the contribution and outcomes of collective impact. In response to Jon Ulrich's inquiry, Jake responded that he is comfortable in the role of Project Coordinator. He added that this is a good time to review the track.

Due to lack of time, Jake quickly provided a summary of the handouts:

Roadmap: The items on the Roadmap end in the summer of 2018 and there should be discussion about what the next phase looks like.

Indicators Dashboard: The Indicators Dashboard needs to be updated with 2018 data. Looking forward, we hope to introduce trends.

Strategic Initiatives: We have made some progress, but are struggling with others.

Action Plan Form: This document would be used to record activities and with long-term strategies.

Notes: Good summary for all to read

There is a project retreat scheduled for October 23. Tracy Cervenka will send information to everyone. Jake would like to discuss the retreat at the July meeting.

Other items:

Jon Ulrich suggested studying or looking at transit needs in the County.

The next meeting will be held on Tuesday, July 24, 2018 at 10:30 a.m.

