



Meeting Minutes – Workforce Working Group

Date: May 9, 2017

Time: 11 AM – 12:30 PM

Location: Prior Lake City Hall – Parkview Conference

Work Group Members:

Michelle Choudek (Chair)		Lee Foley		Nick Slavik	X
Darren Kermes (Chair)	X	Madelyn Hertaus	X	Patricia Timmons	X
Mike Beard	X	Brenda Lieske		Dr. Rod Thompson	
Joy Bodin		Kathryn Reeder	X	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		Kathy Nielsen	X		

The meeting was called to order at 11:05 a.m. by Dahl.

Agenda Item 1: Steering Committee Updates.

Dahl provided an update on a Request for Proposals which was offered from DEED for Youth at Work Competitive Grants. A proposal was submitted with a target population of 14-24 year olds who are economically disadvantaged or at-risk, including a strong emphasis on serving populations of color. Scott County is the fiscal agent on the proposal, with collaboration from area schools and agencies. The Workforce Group provided a letter of support for the proposal. Awards will be announced in June, 2017. Funding could fund staff time to work closely with the schools to provide career counseling, assistance with job placement, paid work experience opportunities, credit recovery, and direct placement both while they are at school and then upon graduation.

Scott County is a place where people are stable, connected, educated, and contributing

Crakes reported that Sand Companies requested a letter of support for a tax credit application for a workforce housing project in Jordan. The Steering Committee for the Workforce Housing Group provided the letter of support.

Agenda Items 2: Population Identification.

The targeted age group of 18 to 24 year olds was discussed with the Steering Committee. The Steering Committee felt it may be premature to identify a specific demographic for all work groups to focus on.

Agenda Item 3: MNCAPs Survey.

Crakes reported the MNCAPs Survey has been live on SurveyMonkey. Two Facebook posts were placed with the one on May 1st shared 16 times, and reaching 3,800 people. The May 8th Facebook post included a boost. It reached 2,500 in one day. Crakes report the \$5 boost did not appear to help broaden the audience. As of May 9, 2017 the survey had 358 responses, with approximately 35% male respondents and 65% female respondents. A majority of those responding were between 16 and 18 years of age. Approximately 275 participants entered their names to make them eligible for the gift card prizes. MNCAPS students will be preparing a summary report for the next meeting.

Agenda Item 4: Metrics/Greater MSP Dashboard.

A method of tracking goals and accomplishments was discussed. A sample from Greater MSP was displayed which included a dashboard and metrics. The Metrics would be established to measure the overall 50 by 30 goal of economic sustainability. Metrics would also be developed for each work group. It was noted Scott County could compare their results to other area counties or counties around the country, if desired.

Agenda Item 5: Employer Survey Update.

The Employer Survey was discussed. Other groups would like to be a part of the Employer Survey work session to discuss the inclusion of housing and transportation questions. The committee will meet after the June 13, 2017 meeting. It was noted some cities/EDAs are planning local Business Retention Surveys. Coordination with the communities was suggested.

Agenda Item 6: Action Items – next steps.

The following Action Items and implementation steps were discussed:

- Develop better connections between employers and school districts
 - Possibly coordinate career fairs at schools
 - Work with school districts to arrange tours of manufacturing facilities and learn about various job options and required educational training for the various career paths.
- Educate students on what careers are available and parents on career pathway options.
 - Expand mentoring opportunities between students and businesses and coordinate with resources available through the Optimists Club, Rotary Clubs and school districts.
 - Focus on connecting with people when they are 18 years old to stay in touch as they move through the 19-24 year age group.
 - Next steps – Review survey results and make findings
 - Possibly establish a focus group.
 - Further analyze Labor Force Data for the 18-24 year old demographic.
- Explore post-secondary education options within the County.

- Identify reasons the unemployment rate is higher among 18-24 year old residents who wish to be in the workforce.
 - Invite MNCAPs students and/or other students to a Workforce Readiness Working Group meeting to provide input.
 - Further analyze census and demographic data regarding these age groups.
- Strengthen career pathways
- Complete a local Business Retention and Expansion Survey.
 - BRE Committee (including representatives from Housing and Transportation Work Groups) to develop questions, including potential training programs that are offered at businesses, business interest in working with local school districts, etc.
 - Coordinate business surveys with the local cities/EDAs.
 - Utilize the Greater MSP survey template and add local questions

It was recommended the Work Group develop an inventory of what training programs are already being offered to connect the employees and employers and train employees. This would include programs offered by the state, employers, school districts and organizations.

It was reported that the MN Department of Labor & Industry is offering a Minnesota Apprenticeship Initiative. The next round of applications will be accepted May 10, 2017 to June 14, 2017. (See: <http://www.dli.mn.gov/aai.asp>).

The next meeting will be held on Tuesday, June 13, 2017 at 11:00 a.m.

The meeting adjourned at 12:32 p.m.