
MINNEAPOLIS WORKFORCE COUNCIL

MEETING MINUTES

Meeting Date: November 17, 2015

Meeting Location: Minneapolis Public Schools – Davis Center

Approval: Minneapolis Workforce Council

Recorded By: Matthew Courtney

1 ATTENDANCE

Name	Title	Organization	Present
COUNCIL MEMBERS			
Beeth, Laura	System Director, Talent Acquisition System Human Resources	Fairview Health Services	Y
Bistodeau, Craig	Sprinkler Fitter	Sprinkler Fitters Local	Y
Campbell, Elizabeth	Director of Emerging Business Inclusion	Ryan Companies US Inc	Y
Eison, Jashan	President/CEO	H & B Elevators	Y
Ferguson, Christopher	Business Owner	Bywater Business Solutions and The Bywater Companies DBA Dairy Queen	Y
Flateau, Doug	Executive Director	Working Partnerships	Y
Goze, Anthony	Owner/Chief Manager	MAG Mechanical	Y
Horner, Mary Jane	Director, Workforce Strategy & Consulting	Xcel Energy	Y
Ibrahim, Garat	Organizer	AFSCME Council 5	Y
Lehner, Scott	Area Manager Gas Operations	CenterPoint Energy	Y
Mbali, John	Program Manager	Hennepin County Work Supports, Human Services	Y
McConnell, Daniel	Business Manager	Minneapolis Building and Construction Trades Council	Y
Mills-Novoa, Avelino	Interim President	Minneapolis Community and Technical College	Y
Miraz, Abdullah	Finance and Operations	Gandhi Mahal and MSR	N
Shym Cook, Alternate for Noor, Ibrahim	Field Operations Area Manager	MN Department of Employment and Economic Development	Y
Olson, Tyler	CEO	SMCpros (Social Media Consulting, LLC	Y
Peterson, Carlye	Manager, Adult Basic Education	Minneapolis Public Schools	Y
Reedy, Robert	Director of Vocational Services	Rise, Inc	Y
Roby, Carolyn	Senior Vice President Community Affairs	Wells Fargo Community Relations Group	Y
Roth, Jim	Executive Director	Metropolitan Consortium of Community Developers	Y
Watson, Tara	Chiropractor	Watson Chiropractor	Y
STAFF			
Bahr-Helgen, Deb	Director	City of Minneapolis	N
Burns, Felisha	Assistant to Director, Deb Bahr-Helgen	City of Minneapolis	Y
Courtney, Matthew	Administrative Analyst II	City of Minneapolis	Y
Brinda, Mark	Manager	City of Minneapolis	Y
Christian, Catherine	Adult and Dislocated Worker Programs Coordinator	City of Minneapolis	Y
Dahl, Andrew	Economic Research Analyst	City of Minneapolis	Y
DeHaven, Linda	MFIP Program Manager	City of Minneapolis	Y
Dickinson, Tammy	Career Pathways Coordinator	City of Minneapolis	Y
Frank, David	Director Economic and Development Policy	City of Minneapolis	N
Grosen, Beth	Senior Project Coordinator	City of Minneapolis	Y
Harrold, Teresa	Youth Program Manager	City of Minneapolis	N
Peterson, Anna	STEP-UP Program Manager	City of Minneapolis	N
GUESTS			
Cook, Shym	Manager	North Minneapolis Workforce Center (DEED)	Y
Simpson, Sherrie	Outreach Coordinator	NorthPoint Health and Wellness	Y

2 MEETING LOCATION

Building: Minneapolis Public Schools – Davis Center

Address: 1250 West Broadway, Conference Room N1-051, Minneapolis MN, 55411

3 MEETING START

Meeting Schedule Start: 8:00am

Meeting Scribe: Matthew Courtney

4 AGENDA

- **Welcome and Chair's Report**

Carolyn Roby opened the Minneapolis Workforce Council (MWC) meeting and welcomed MWC and guests.

- **Introductions Minneapolis Public Schools (MPS) Adult Education**

Carlye Peterson, Manager Minneapolis Public Schools (MPS) Adult Education and MWC Member, welcomed MWC and guests to MPS-Davis Center

- **Approval of Minutes**

The September 15, 2015 minutes of the Minneapolis Workforce Council meeting were moved and approved.

- **Receive and File: Committee Reports**

Reports were received and filed.

800 Broadway Update -

Beth Grosen, Senior Project Coordinator, Business Development, City of Minneapolis; Sherrie Simpson, Outreach Coordinator, NorthPoint Health and Wellness; Carlye Peterson, Manager, Adult Education—Minneapolis Public Schools; Shym Cook, Manager, North Minneapolis Workforce Center.

Updates included overviews of the project, timeline, community engagement and planning processes, tenant partners, and the Charter Agreement. The new building is scheduled to open in September 2016.

800 West Broadway Presentation

<http://wcms.ci.minneapolis.mn.us/wcm1/groups/public/@cped/documents/webcontent/wcmsp-171938.pdf>

Community Engagement Report:

<http://www.minneapolismn.gov/www/groups/public/@cped/documents/webcontent/wcms1p-134261.pdf>

800 West Broadway Charter Agreement

<http://wcms.ci.minneapolis.mn.us/wcm1/groups/public/@cped/documents/webcontent/wcmsp-171937.pdf>

Labor Market and Economic Conditions with Disparities Lens –

Andrew Dahl, Economic Research Analyst at the City of Minneapolis, presented research on disparities within the labor market and economic conditions throughout the Minneapolis-St. Paul-Bloomington Metropolitan Statistical Area (MSA). The data is available in a dynamic format that may be useful to diverse

users: https://public.tableau.com/views/TheWagePictureinMinneapolis/TheWagePictureinMinneapolis?:embed=y&:display_count=yes&:showTabs=y

Reaction and Discussion of Economic Trends –*Highlights:*

- The data show that trends in Minneapolis' labor market generally follow the trends of the MSA. Minneapolis and the urban core are no longer the only sites of disparities; they persist throughout the MSA.
- The data show that manufacturing and retail sectors are represented more broadly across the MSA than in Minneapolis alone.
- Discussion stressed that progress should be tracked in addressing the structural barriers to employment and career pathways for target populations.
- Although not available at this time, council members expressed interest in comparisons with other metropolitan areas.

5 MEETING END

Meeting Schedule End: 9:30am

6 NEXT MEETING

Minneapolis Workforce Council Meeting

Location:

Lutheran Social Service of Minnesota

Center for Changing Lives

2400 Park Avenue South

Minneapolis, MN 55404

Date: Tuesday, January 19, 2016

Time: 8:00am – 9:30am

MINNEAPOLIS WORKFORCE COUNCIL

Committee Reports

SERVICES TO YOUTH

STEP-UP

- STEP-UP is preparing to launch youth recruitment on December 7, 2015. The deadline for youth to apply will be February 5, 2015. The application is only available online and we have community partners that will offer computers and support to help youth with limited access to the internet apply.
- Employer recruitment at all levels of STEP-UP will begin in December with notification made to non-profit partners as well as outreach to our private sector employers.
- The STEP-UP final report is being completed and will be released later this month.

Minneapolis Youth Works

Provider Performance 2nd Quarter (07/01/15-09/30/15)	Grade	Year-to-Date Enrollments
American Indian OIC	B+	20
East Side Neighborhood Services	A+	15
EMERGE	A+	11
HIRED	A	72
*Lutheran Social Service of MN	NA	NA
Pillsbury United Communities @ Waite House	A	24
RESOURCE	A+	45

*New provider, not graded until 3rd quarter

- HIRED was selected as the PY'15 Youth Service Partner of the Year. The award presentation will take place at the December 1, 2015 meeting of the Community Development and Regulatory Services Committee of the Minneapolis City Council held at 1:30 p.m. in the Minneapolis City Council Chambers. A reception will be held after the presentation.

Other Updates

- Youth staff is on the planning committee for the 2016 Minneapolis Teen Job and Opportunity Fair. The event will be held at the Minneapolis Central Library and take place in late April or early May 2016. This will be the Teen Job Fair's 10th anniversary. Between 700-900 youth are expected to attend the event to meet employers, learn about volunteer and internship opportunities, camps and employment and training services/providers. If you would like to be an exhibitor at the fair, please contact Pat Behrend at 612-673-6220 or pat.behrend@minneapolismn.gov.
- The first planning meeting for the sixth annual 2016 Minneapolis PARTNERS with Youth Conference will take place in mid-November. Last year over 300 youth serving professionals attended this free conference that provides a variety of workshops related to serving youth and families. The date and location of the conference have not yet been determined.
- Tammy Dickinson has accepted the new Career Pathways position for Minneapolis Employment and Training.
- Anna Peterson has been promoted to Family Support Specialist III.

Minneapolis Youth Council Vision: The Minneapolis Youth Council provides leadership to grow tomorrow's workforce and build competitive advantage for Minneapolis youth, employers and the economy.

Minneapolis Youth Council Mission: To help youth and young adults learn academic, life and work skills, identify career paths and achieve meaningful employment opportunities.

SERVICES TO ADULTS

Adult Services Committee

Under usual circumstances the Adult Services committee of the Minneapolis Workforce Council meets quarterly to address its work. The committee last met March 25, 2015. Subsequent meetings had been cancelled because the Minneapolis Employment and Training staff has been working to review and analyze program changes that will be required starting July 1, 2016. As changes are made to WIOA-funded programs, it will require adjustments to other Minneapolis Employment & Training programs to keep our services strategically aligned. We intend to reassemble the committee as soon as the affects WIOA has on the committee's work are clear.

Minneapolis Services-to-Adults Conference

On September 29th, CPED Director D. Craig Taylor welcomed attendees to the Minneapolis Services-to-Adults Conference. Minneapolis Employment and Training hosted this first ever conference for its large network of employment and training service providers who work with adults (including young adults ages 18-24). The daylong event held at the Minneapolis Central Library brought together staff from the programs funded by Minneapolis Works, Minneapolis Youth Works, Train-to-Career, Dislocated Worker and WIOA Adult. The 100+ participants also included those from organizations that don't have current contracts with Minneapolis Employment and Training but have applied to become future providers.

The conference offered the participants an opportunity to network and to learn through an inspiring keynote address and workshops on current and emerging issues, best practices and the challenges facing employment and training professionals. Exhibitors from Housing, Health, Training, Financial, Digital, Re-Entry, and other sectors shared resources that conference goers can use to assist their clients in many aspects of their lives. Attendee Marlene Schoenberg said, "It was an inspirational day which will filter down to our clients. I learned a lot and felt energized!"

Employment Service Partner of the Year Award – Services to Adults

Lifetrack has been selected for the 2015 Services-to-Minneapolis Adult Job Seekers Partner of the Year award. The award will be presented during the December 1st meeting of the Community Development and Regulatory Services Committee of the Minneapolis City Council. Lifetrack began as a provider during the RENEW project and has continued to provide excellent services in the Train-to-Career program. They have developed a successful model of in-depth assessment and evaluation of each potential program participant. Lifetrack has maintained an "A" grade and has met or exceeded all their performance goals.

Minneapolis Works - (funded with CDBG funds)

Minneapolis Works successfully collaborated with Minneapolis Adult Education to host two recent Job Resource Fairs. The first event took place on October 22, 2015 from 11:00 a.m. to 1:30 p.m. for daytime students. The second event took place from 5:00 to 6:30 p.m. for evening students. Both events were held at the Adult Education South Campus with over 150 individuals in attendance. Minneapolis Works service providers talked to job seekers from various backgrounds about the different employment and training services that each agency offers. Job counselors were able to provide interpretive services in Spanish, Somali, and Hmong. Feedback after event was generally positive and several employment and training connections were made. The continued success of these events have led to plans for ongoing resource fairs at both the North and South Campuses. Several of the Minneapolis Works service providers have also contacted both campuses about individual collaborations with their agencies.

National Emergency Grant

The Minnesota Department of Employment and Economic Development (DEED) was awarded a \$5.75 million grant by the U.S. Department of Labor to help fund job training in high-growth sectors, including advanced manufacturing, agriculture, health care, information technology and transportation. The focus of the grant will be on dislocated workers experiencing long-term unemployment. Grants totaling \$138 million were awarded to 27

states and the Cherokee Tribal Nation through the Sector Partnership National Emergency Grant program. Minneapolis will receive approximately \$226,000 dollars to serve about 50 customers.

The “Strategic Education Engagement for Advanced Retraining” (SEEFAR) will leverage current industry-driven projects such as the Minnesota Private Investment, Public Education, Labor and Industry (PIPELINE) project to help meet the goal of increasing the level of employer participation in work-based training initiatives. The SEEFAR will demonstrate the efficacy of the more intensive range of displaced worker services and approaches to retrain including far greater attention to work-based training developed for in-demand occupations that is based on sectoral initiatives in regional partnerships. Marie Larson, from Minneapolis Employment & Training, will be taking the lead on this project with support from the members of the Adult team staff.

Federal Monitoring Results

The U.S. Department of Labor recently monitored the operations and programming of Minnesota’s Dislocated Worker (DW), National Emergency Grant, and Trade Adjustment Assistance programs. It was a disappointing report that reflects an unfortunate number of errors on the part of the state and local partners. As a result, DEED has initiated the following actions:

1. **Providing technical assistance for every provider in the system** by hosting training sessions statewide. The training includes specific elements related to the findings and areas of concern in the report, as well as labor market information.
2. **Identifying DW program participants for potential immediate forced exit.** Too many program customers, in too many areas, are lingering in the program with no apparent contact. This was arguably the most severe of the monitoring findings.
3. **Tightening Workforce One case management policy.** In the coming weeks and months, DEED will implement a key policy change. They will begin requiring that all case management notes and other relevant information – including support services – are entered into Workforce One.

Corrective Action Plans

After grading was completed this past quarter, two service providers were placed on corrective action plans as a result of low performance, one in Train-to-Career and one in Dislocated Worker. Both agencies had a grade below a “C” for the last two quarters. Minneapolis Employment & Training staff requested that each agency develop a plan of action for improving their grade to an acceptable level of “C” or above by the end of the next quarter. Should the program grade not be at a “C” or above level by December 31, 2015, further action may be taken up to and including termination of their contracts.