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*MINNEAPOLIS WORKFORCE DEVELOPMENT BOARD*

**MEETING MINUTES**

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Meeting Date: January 16, 2018

Meeting Location: Clockwork ANNEX

1163 16th Ave SE

Minneapolis, MN 55414

**PENDING APPROVAL:** Minneapolis Workforce Development Board

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**1 ATTENDANCE**

| <b>Name</b>            | <b>Title</b>                                | <b>Organization</b>                                  | <b>Present</b> |
|------------------------|---|--|----------------|
| <b>COUNCIL MEMBERS</b> |   |  |                |
| Beeth, Laura - Chair   | VP, Talent Acquisition System, HR           | Fairview Health Services                             | Y              |
| Abdullahi, Siyad       | CEO/Entrepreneur/Health Care Executive      | Pro-Health Care and The Language Banc, Inc.          | N              |
| Bistodeau, Craig       | Apprenticeship                              | Sprinkler Fitter Local                               | Y              |
| Campbell, Elizabeth    | Director of Emerging Business Inclusion     | Ryan Companies US Inc                                | N              |
| Dixit, Amol            | Owner/CEO                                   | Hot Indian Foods                                     | Y              |
| Eison, Jashan          | President/CEO                               | H & B Elevators                                      | N              |
| Flateau, Doug          | Executive Director                          | Working Partnerships                                 | Y              |
| Goze, Anthony          | Owner/Chief Manager                         | MAG Mechanical                                       | N              |
| Horner MJ              | Sr. Dir, Talent Strategy and Transformation | Xcel Energy  | Y              |
| James, Amber           | Digital Strategist                          | Clockwork  | Y              |
| Kuntz, Steven          | Program Specialist                          | State of Minnesota                                   | N              |
| Mbali, John            | Program Manager                             | Hennepin County Work Supports, Human Services        | N              |
| McConnell, Daniel      | Business Manager                            | Minneapolis Building and Construction Trades Council | Y              |
| Noor, Ibrahim          | Field Operations Area Manager               | MN Dept of Employment and Economic Dev.              | N              |
| Pannkuk, Patty         | Sr. VP, Community Affairs Manager           | Wells Fargo  | Y              |
| Peterson, Carlye       | Manager, Adult Education                    | Minneapolis Public Schools                           | Y              |
| Pierce, Sharon         | President                                   | Minneapolis Community and Technical College          | Y              |
| Redd, Scott            | Vice President of Services                  | Aeon   | Y              |
| Roth, Jim              | Executive Director                          | Metropolitan Consortium of Community Developers      | Y              |
| Watson, Tara           | Chiropractor                                | Watson Chiropractor                                  | N              |
| Weinhagen, Jonathan    | President/CEO                               | Minneapolis Regional Chamber of Commerce             | Y              |
| <b>STAFF</b>           |   |  |                |
| Allen, ShaVonda        | Justice Career Pathways Grant Manager       | City of Minneapolis                                  | Y              |
| Bahr-Helgen, Deb       | Director                                    | City of Minneapolis                                  | Y              |
| Bihi, Saeed            | Opportunity Center Manager                  | City of Minneapolis                                  | Y              |
| Brinda, Mark           | Manager                                     | City of Minneapolis                                  | Y              |
| Christian, Catherine   | Adult and DW Programs Coordinator           | City of Minneapolis                                  | Y              |
| Courtney, Matthew      | Administrative Analyst II                   | City of Minneapolis                                  | Y              |
| DeHaven, Linda         | MFIP Program Manager                        | City of Minneapolis                                  | Y              |
| Dickinson, Tammy       | Career Pathways Coordinator                 | City of Minneapolis                                  | Y              |
| Frank, David           | Interim Director, CPED                      | City of Minneapolis                                  | Y              |
| Harrold, Teresa        | Youth Program Manager                       | City of Minneapolis                                  | Y              |
| Larson, Marie          | Business Relations Manager                  | City of Minneapolis                                  | Y              |
| Lundborg, Jeremy       | Program Manager, STEP-UP                    | City of Minneapolis                                  | Y              |
| Peterson, Anna         | Director, STEP-UP                           | City of Minneapolis                                  | Y              |
| <b>GUESTS</b>          |   |  |                |
| Adesji, Adesewa        | Workforce Strategy Consultant               | MN DEED  | Y              |
| Frey, Jacob            | Mayor                                       | City of Minneapolis                                  | Y              |
| Godfrey, Scott         | Performance Measures Analyst                | MN DEED  | Y              |
| Lyons, Nancy           | CEO   | Clockwork  | Y              |
| O'Neill, Tim           | Regional Labor Market Analyst               | MN DEED  | Y              |
| Slezak, Mike           | Business Support Services                   | MN DEED  | Y              |
| Vue, Mary              | HR  | HealthEast   | Y              |
| Yanda, Jodi            | Rehabilitation Area Manager, South WFC      | MN DEED  | Y              |

## 2 MEETING LOCATION

Address: Clockwork ANNEX, 1163 16th Ave SE, Minneapolis, MN 55414

## 3 MEETING START

Meeting Schedule Start: 8:00am

## 4 AGENDA

- **Welcome and Chair's Report**

Chair Laura Beeth called the meeting to order. MWDB members and guests introduced themselves. Chair Beeth introduced special guest, Mayor Jacob Frey.

- **Mayor Frey Remarks**

Mayor Frey addressed MWDB members and guests by expressing support and appreciation for the board's work to reduce disparities in Minneapolis' workforce. He described the current labor market in the City of Minneapolis, noting that there are more jobs being created than there are talented workers to fill them. This labor shortage presents opportunities to address persistent racial and economic disparities. He noted that City programs like STEP-UP, the summer youth internship program, are important to creating more opportunities for Minneapolis residents.

- **Approval of Minutes**

The minutes from the November 21, 2017 meeting were moved and approved.

- **Receive and File:**

- The combined Employment and Training Programs reports were received and filed:
  - Youth Programs
  - Adult Programs
  - Industry Relations and Job Fairs
  - Workforce Center Usage, including Cedar Riverside Opportunity Center

- **Announcements**

- Director Deb Bahr-Helgen announced the following:
  - A Manufacturing Career and Training Expo will be held January 30 at 800 West Broadway. Also, the 2018 Legislative Platform of the Minnesota Workforce Council Association has been released (handout in packet). Two main legislative funding priorities are:
    1. Supporting increased funding for the Minnesota Youth Program
    2. Advocating for dedicating funding to local WDB's to advance adult career pathways and sector work.

### **Career Pathways Fund**

- Mark Brinda and Tammy Dickinson summarized work of the Adult Pathways Ad Hoc Committee to develop a recommended funding model that addresses the needs of employers and job seekers in the current labor market environment, which is marked by a shortage of skilled workers, increased job openings, and an expanding economy. A motion was made "to establish a Career Pathways Fund to match the recruiting and skills training needs of both employers and workers that meets the labor market demand in Minneapolis." The motion was seconded and approved.

Staff will proceed to develop application and review processes to support the goal of the newly created Career Pathways Fund.

### **Inclusive Hiring**

- Director Bahr-Helgen highlighted an Inclusive Hiring Guide, a resource and tool that has been designed by City of Minneapolis Employment and Training to support small and mid-sized companies. The tool is available on Minneapolis Employment and Training's website: <http://www.minneapolismn.gov/cped/metp/index.htm>.
- Nancy Lyons, Chief Executive Officer at Clockwork, presented on the needs and benefits of inclusive hiring practices. Inclusive hiring practices are critical to creating safe and productive work environments.

Clockwork has developed the Minnesota Technology Diversity Pledge, available at: <https://mntechdiversity.com/>. The pledge was developed to promote diversity in the technology industry, and it is hoped that other Minnesota sectors will incorporate its values.

The pledge states:

**We will:**

- Expand employment and career development practices to be more inclusive of underrepresented communities.
- Develop a plan to increase hiring of LGBTQ, women, and people of color.
- Educate HR, hiring teams, and current employees about unconscious bias and explicit prejudice, and activate specific plans to alleviate them.
- Create internal development programs accessible to underrepresented employees.
- Share data about LGBTQ, race, ability, and gender demographics within our office.

But policies and programs are not enough. They don't change culture, people do. We promise to not just implement programs, but also to engage in tough conversations with community members, assess and measure programs' outcomes, and adapt our strategies as we learn.

**We believe our workforce should showcase the real Minnesota: diverse and inclusive.**

## **5 MEETING END**

Meeting Adjourned at 9:30 am.

## **6 NEXT MWDB MEETING**

Date: Tuesday, March 20, 2018

Time: 8:00am – 9:30am

Location: TBD