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*MINNEAPOLIS WORKFORCE DEVELOPMENT BOARD*

**MEETING MINUTES**

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Meeting Date: March 20, 2018

Meeting Location: Minneapolis Community and Technical College

Room T.1400

1501 Hennepin Avenue

Minneapolis, MN 55403

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**1 ATTENDANCE**

Name	Title	Organization	Present
<b>COUNCIL MEMBERS</b>			
Beeth, Laura - Chair	VP, Talent Acquisition System, HR	Fairview Health Services	N
Abdullahi, Siyad	CEO/Entrepreneur/Health Care Executive	Pro-Health Care and The Language Banc, Inc.	N
Bistodeau, Craig	Apprenticeship	Sprinkler Fitter Local	N
Campbell, Elizabeth	Director of Emerging Business Inclusion	Ryan Companies US, Inc.	Y
Dixit, Amol	Owner/CEO	Hot Indian Foods	Y
Eison, Jashan	President/CEO	H & B Elevators	Y
Flateau, Doug	Executive Director	Working Partnerships	Y
Goze, Anthony	Owner/Chief Manager	MAG Mechanical	Y
Horner MJ	Sr. Dir, Talent Strategy and Transformation	Xcel Energy	Y
James, Amber	Digital Strategist	Clockwork	Y
Kuntz, Steven	Program Specialist	State of Minnesota	Y
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.	Y
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	Y
Weinhagen, Jonathan	President/CEO	Minneapolis Regional Chamber of Commerce	N
<b>STAFF</b>			
Allen, ShaVonda	Justice Career Pathways Grant Manager	City of Minneapolis	N
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	N
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>			
Adesiji, Adesewa	Business Support Specialist	MN DEED	
Grant, Danielle	President & CEO	AchieveMpls	Y
Kachman, Hanane	Workforce Specialist	Fairview Health Services	Y
O'Neill, Tim	Regional Labor Market Analyst	MN DEED	Y
Rowe, Tim		Minneapolis Public Schools	Y
Skumatz, Deb		Minneapolis Public Schools	Y
Slezak, Mike	Business Support Services	MN DEED	Y
Williams, Anthony	Manager	Minneapolis Public Schools, Adult Education	Y

## 2 MEETING LOCATION

Address: Minneapolis Community and Technical College, 1501 Hennepin Avenue, Room T.1400

## 3 MEETING START

Meeting Schedule Start: 8:00am

Meeting Scribe: Matthew Courtney

## 4 AGENDA

- **Welcome and Chair's Report**

Acting-Chair Jim Roth called the meeting to order. MWDB members and guests introduced themselves.

- **Recognition of Service: Carlye Peterson**

After nine years of service, Carlye Peterson will be stepping down from the MWDB, as she is retiring from Minneapolis Public Schools. Jim Roth presented a plaque to Carlye with the following inscription:

*Presented to Carlye Peterson in appreciation of your dedicated service to the Minneapolis Workforce Development Board in recognition of your exceptional leadership and devoted service to Minneapolis businesses and job seekers, July 2009-March 2018.*

- **Approval of Minutes**

The minutes from the January 16, 2018 meeting were approved.

- **Receive and File:**

- The Minneapolis Employment and Training Programs reports were received and filed.
  - Program Reports included:
    - Youth Committee
    - Adult Programs
    - Business Services
    - Minneapolis Workforce Center Usage Reports.

- **Chair and Director Reports**

- Director Deb Bahr-Helgen announced the following:
  - Director Bahr-Helgen expressed gratitude for Carlye Petersen's strong leadership and years of service.
  - Minneapolis Employment and Training was the lead applicant for two State of Minnesota Pathways to Prosperity grants: 1) Minneapolis Health Hire, in partnership with Minneapolis Community and Technical College; 2) Minneapolis Public Sector Safety Pathway, in partnership with numerous community organizations. Awards are expected to be announced in spring.
  - City of Minneapolis is partnering with Twin Cities RISE in their publication and promotion of a Fair Chance Hiring Guide, an employer resource to support the recruitment, hiring, and retention of job seekers with criminal records. The guide will be available in April.

### Minneapolis Community and Technical College

- Dr. Sharon Pierce, President, and Dr. Gail O'Kane, Vice President of Academic Affairs, presented on MCTC's recent efforts to transform into a Guided Pathways College. This transformation seeks to create greater access for students, faculty, and staff to the college's courses, programs, and resources. The shift will be away from the old model of "cafeteria"

options, toward a student-centered “guided pathway” model that organizes student experience around “Schools within the College” that create simple, rational service access to clear academic pathways. This transformation supports MCTC’s Strategic Plan to Engage Students, promote Equity and Inclusion, Empower Employees, and develop Sustainably.

### 2017 Year in Review and 2018 Budget Update—Minneapolis Employment and Training

- Mark Brinda, Manager, presented an overview of the 2017 program year and an update on the 2018 programming and estimated budget. The following are selected highlights:
  - 2017 Recap:
    - Program Data:
      - Over 75% of participants were from communities of color
      - Participants were 53% Female and 47% Male
      - 4,320 people trained through the community partner network
      - 2,906 youth and adults were connected to employment
    - Expenditure Data
      - U.S. Workforce Innovation and Opportunity Act: \$2,812,572  
*(Increase of 1.6% from 2016)*
      - State: \$1,408,192 *(Decrease of 42% from 2016)*
      - U.S. Housing and Urban Development Community Development Block Grant: \$1,847,948 *(Increase of 10% from 2016)*
      - City of Minneapolis: \$3,117,373 *(Level with 2016)*
      - **TOTAL: \$9,186,086 *(Decrease of 8% from 2016)***
  - 2018 Programming and Budget estimates
    - Adult Programming focuses on three strategies to engage job seekers and respond to employer needs in the current high-demand, low-unemployment economic environment: Career Pathways, Rapid Reemployment, and Dislocated Worker.
    - Youth Programming focuses on 14-24 year olds. STEP-UP provides youth career readiness training and summer internships, while Minneapolis Youth Works engages high-barrier youth to develop new skills, stabilize living environments, re-engage in school, and find meaningful work in order to create meaningful change in their lives.
    - **Total Budget Estimate: \$10.3 million *(Increase of 12% from 2017)***
- Staff recommended 2018 Career Pathways programming focus on four priority sectors: STEM/IT, Health Care, Public Sector, and Careers in the Trades.
  - **A motion was made, seconded, and approved by MWDB to support the staff recommendation.**

## 5 MEETING END

Meeting Adjourned at 9:30 am.

## 6 NEXT MEETING

Date: Tuesday, May 15, 2018  
 Time: 8:00am – 9:30am  
 Location: Midtown Global Market