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*MINNEAPOLIS WORKFORCE DEVELOPMENT BOARD*

**MEETING MINUTES**

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Meeting Date: September 18, 2018

Meeting Location: UCare

500 NE Stinson Ave

Minneapolis, MN 55413

Approved by Minneapolis Workforce Development Board on November 20, 2018

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## 1 ATTENDANCE

Name	Title	Organization	Present
<b>COUNCIL MEMBERS</b>			
Beeth, Laura – <i>Chair</i>	VP, Talent Acquisition System, HR	Fairview Health Services	Y
Bistodeau, Craig	Apprenticeship	Sprinkler Fitter Local	N
Bredow, Andrea	Digital Workspace Director	United Health Group	Y
Campbell, Elizabeth	Director of Emerging Business Inclusion	Ryan Companies US, Inc.	N
Dixit, Amol	Owner/CEO	Hot Indian Foods	N
Eison, Jashan	President/CEO	H & B Elevators	Y
Flateau, Doug	Executive Director	Working Partnerships	Y
Goze, Anthony	Owner/Chief Manager	MAG Mechanical	N
James, Amber	Digital Strategist	Clockwork	Y
Kuntz, Steven	Program Specialist	State of Minnesota	Y
Marden-Resnik, Hilary	Sr. VP, Administrative Officer	UCare	Y
McConnell, Daniel	Business Manager	Minneapolis Building and Construction Trades Council	Y
McCraley, Ken	Owner	KMS Air Duct Cleaning	Y
Noor, Ibrahim	Field Operations Area Manager	MN Dept of Employment and Economic Development	N
Pierce, Sharon	President	Minneapolis Community and Technical College	N
Redd, Scott – <i>Youth Chair</i>	Interim, COO	Aeon	Y
Roth, Jim	Executive Director	Metropolitan Consortium of Community Developers	N
Tufaa, Tashitaa	CEO	Metropolitan Transportation Network	N
Watson, Tara	Chiropractor	Watson Chiropractor	Y
Weinhagen, Jonathan	President/CEO	Minneapolis Regional Chamber of Commerce	N
Williams	Anthony	Minneapolis Public Schools – Adult Education	Y
<b>STAFF</b>			
Bahr-Helgen, Deb	Director	City of Minneapolis	Y
Beaver, Tim	Adult Programs Manager	City of Minneapolis	Y
Bihi, Saeed	Opportunity Center Manager	City of Minneapolis	Y
Brinda, Mark	Manager	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
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
Robertson, Nina	Program Manager, Step Up	City of Minneapolis	Y
Slezak, Mike	Business Support Services	City of Minneapolis	Y
<b>GUESTS</b>			
Brekke, Julie	Executive Director	HIRED	Y
Iniguez, Kristina		HIRED	Y
Kachman, Hanane	Workforce Development Consultant	Fairview Health Services/HealthEast	Y
O'Neill, Tim	Regional Labor Market Analyst	MN DEED	Y
Shirbroun, Greg		IT Career Lab	Y

## 2 MEETING LOCATION

Address: UCare, 500 NE Stinson Ave, Minneapolis

## 3 MEETING START

Meeting Schedule Start: 8:00am

Meeting Scribe: Matthew Courtney

## 4 AGENDA

- **Welcome and Chair's Report**

Chair Laura Beeth called the meeting to order. MWDB members and guests introduced themselves.

- **Approval of Minutes**

The minutes from the May 15, 2018 meeting were approved.

- **Chair and Director Reports**

- Chair Beeth announced the following:
  - The Governor's Workforce Development Board approved the addition of more inclusive definition of gender within the state plan for workforce development, which is similar to the language in Minneapolis' local plan.
  - There is an opportunity for a board member to serve as an alternate, in place of Chair Beeth, on the regional, metropolitan workforce development board. Members who are interested in this should contact the Chair.
  - City of Bloomington recently produced a video to promote alternate career paths for students, parents, community members, and job seekers. The resource tool can help communicate the benefits of work-learn programs and technical based learning. The tool is available for use and can be accessed by contacting the City of Bloomington.
- Director Deb Bahr-Helgen announced the following:
  - Copies of the monthly board newsletter were included in member packets. One highlight from the September issue was that Minneapolis Employment and Training was awarded Second Place for Best Practices Award from Minnesota Workforce Council Association. The award acknowledged the Step Up Program's innovative alignment of academic credit for work-based learning.
  - CareerForce will be released via a phased-roll out in the fall.
  - Programmatic changes are underway to make the North Workforce Center (800 West Broadway) a comprehensive workforce center, which was approved by the board at the May meeting.
  - The City's 2019 budget process is underway. Included in the Mayor's recommended budget are:
    - \$100,000 investment TechHire
    - \$100,000 investment in Cedar Riverside Opportunity Center
    - \$75,000 investment in 800 West Broadway
  - Board members are encouraged to participate in the City of Minneapolis' Diversity Survey for Appointed Boards and Commissions.

**Update: Employment and Training Programs**

- To help orient newly-appointed MWDB members, Mark Brinda provided an introductory overview of Minneapolis Employment and Training programs and services, with an emphasis on the following three programs:
  - Anna Peterson introduced Step Up, the City of Minneapolis' nationally recognized summer youth internship program.
  - Tammy Dickinson introduced Career Pathways initiatives, which work closely with employers to identify jobs with highest demand to design strategies and align resources that prepare job seekers with the skills to fill those positions and advance along career pathways. Training leads to industry-recognized certifications. Current pathways initiatives include: Health Care, IT, and Public Sector.
  - Mike Slezak discussed the Minneapolis Pathways Fund, a new program designed to assist employers with recruiting, training or preparing un- or underemployed Minneapolis residents with the skills needed to fill positions in their business.

**Board Member Engagement Opportunities**

- Deb Bahr-Helgen introduced three new opportunities for board members to engage with Minneapolis Employment and Training programs and initiatives. These include serving on the Youth Committee and participating on the following Ad Hoc Committees:
  - Youth Programs RFP Ad Hoc. Guide release of two requests for proposals: "Step Up Credit Recovery RFP" and "Young Adult Pre-Employment Services RFP."
  - Communications and Marketing Ad Hoc. The committee will develop actionable steps to improve proactive career solutions communications for Minneapolis individuals, employers, and communities. The recommendations will support the public, statewide release of CareerForce.
  - One-Stop Workforce Center Designation and Services Ad Hoc. The committee will develop a recommendation to the full board to designate the south Minneapolis Workforce Center as one of the following: comprehensive, affiliate, or specialized American Job Center.

**5 MEETING END**

Meeting Adjourned at 9:30 am.

**6 NEXT MEETING**

Date: Tuesday, November 20, 2018

Time: 8:00am – 9:30am

Location: To Be Determined