

Duluth Workforce Development Board Meeting
Monday, February 26, 2018
3:00-4:30 PM – City Hall Room 303
Meeting Minutes

Attending: Tamara Arnott, Emily Edison, Mary Ferguson, Lindsey Growette Stingl, Betsy Harmon, Monica Haynes, Lacie Jurek, Colleen Kelly, Sandy Kolasinski, Laura Krollman, Pam Kramer, Rachel Loeffler Kemp, Jay Ott, Brad Vieths, Ian Vincent, Sonia Vinnest, Amanda Yates, Shawn Herhusky, Carol Turner, Paula Reed

Excused: Andrea Chartier, Ellie Egan, Patty Fleege, Kim Hall, Marla Halvorson, Stacy Oltmanns, Paul Pedersen, Matt Silverness, Susan Wallerstedt

Absent: Dick Barlage, Jason Davis

Welcome & Introductions – Mary called the meeting to order at 3:05 PM. Introductions were made.

Approval of Minutes – January 22, 2018: Motion to approve as presented (Colleen, Sandy) – Motion carried.

Director's Report & Highlights

Paula presented a small prize to Lindsey for being the first to find the hidden message in the meeting minutes ☺ and briefly reviewed the following outlined in the report:

- MN Women and High Demand, High Wage Nontraditional Jobs Grant Program grant is still pending. If funded, funds will support a short-term machining training for women, additional support for SOAR's upcoming Carpentry Preparatory Apprenticeship Program, and 4 group tours for women to visit the local Apprenticeship Training Facilities and LSC's Electrical program.
- Pathways to Prosperity Grant is also pending. If funded, it will support two rounds of training in Health Services, CNA and CDL. The RFP for another round of funding is expected in the next 4-6 weeks.
- Construct Tomorrow is Tuesday & Wednesday at the DECC. In addition to students participating during the day, there is an evening session for the public from 5:00-6:30 on Tuesday (27th).
- Northland Job Fair is coming up on April 12th. Sign up today!!
- Carol Turner will be serving as Interim Manager beginning March 5th. She can be reached at 218-730-5244 or cturner@duluthmn.gov

Discussion Item: Minneapolis Federal Reserve President in Duluth for REIF Breakfast April 3rd

Monica stated that Q&A with Neel Kashkari, President and CEO of the Federal Reserve Bank of Minneapolis, will highlight the upcoming REIF Breakfast on Tuesday, April 3rd. While in Duluth, he and his team are also interested in talking with local businesses about immigration, particularly those who already hire immigrants and/or are open to hiring immigrants.

- Please email Monica at mrhaynes@d.umn.edu if you'd like to meet with Mr. Kashkari
- To register for the REIF breakfast, go to www.nbcbanking.com

Transition Plan and Updates

The position has not yet been posted (Heather is waiting to meet with Mayor Larson and Dave Montgomery). Once posted, it will likely be open for approximately 4 weeks. Members are encouraged to help spread the word!! Carol will provide more information as it becomes available.

Ongoing Efforts

Paula has been reaching out to a few board members on various committees asking for assistance to keep meetings going during the search process, as it will be more difficult to start up again if they were not continued.

Workforce Solutions Series Kick-off Recap and Upcoming Events: Rachel Loeffler Kemp provided a brief update on the February 13th Kick-off:

- 160 attended (our goal was 150)
- Great mix from across the region
- Demographer did a great job
- Keynote provided some useful insights, but didn't resonate with everyone
- Feedback on overall event was good

She also noted that the April 18th session will focus on RECRUITMENT.

- Keynote will be Janice Urbanik, current Executive Director of Partners for a Competitive Workforce (a longstanding initiative of the Cincinnati United Way). Janice will be moving to the National Fund for Workforce Solutions prior to our event.
- The planning committee is currently recruiting business representatives to serve as panelists and share their effective solutions related to recruitment.
- The May 16th event will focus on RETENTION.
- Both events will be held at Clyde Iron Works in the morning (Duluth) and in Chisholm (April) and Grant Rapids (May) on the same day. Additional details will be forthcoming.

Diversity & Inclusion Committee: Emily Edison indicated the committee will be re-engaging to focus on efforts related to stakeholder engagement and employer resources. To get started, the committee will request a meeting with Carl Crawford to identify others to engage in the committee's work. The group may also consider working with a local consultant, as there is a small amount of funding to support these efforts. Anyone who'd like to participate on the committee should contact Emily at eedison@soarcareers.org to be added to the committee distribution list. Current members who are no longer able to participate on this committee, should contact her as well. Watch for more information coming soon. (Staff Support: Cole Maki)

Career Pathways Committee: Brad Veiths has been co-chairing this committee (with Emily) and will work with Paula to set up the next few meetings – likely to include tours at local businesses in manufacturing or other high-demand areas. (Staff Support: TBD)

Youth/Education Committee: Patty Fleege has been chairing this committee and will work with the youth team to keep things moving over the next several months. (Staff Support: Karissa Kucera, Hannah Grunzke, Nelle Rhicard)

Community Engagement, Marketing & Outreach Committee: This committee will meet on Thursday to discuss next steps and Betsy Harmon will keep efforts moving. (Staff Support: TBD)

Regional Efforts: Work plan elements currently funded are moving forward and Michelle will continue to guide these efforts. DWDB members are encouraged to provide support as opportunities come up or requests for assistance are made.

CareerForce Presentation: Paula briefly reviewed elements of the presentation handout, noting some of the rationale for these changes, goals associated with the rebranding and planned next steps. The most tangible actions we can expect to see leading up to the October launch are Workforce Centers being changed to *CareerForce Centers* and the launch of a new online portal: *CareerForce Online*.

UPCOMING ROUNDTABLE EVENT: March 28th from 9-11 AM at the Blue Cross Blue Shield Meeting Room
Shawn Herhusky shared information about a session he is coordinating for employers that will highlight various resources – all of which are currently under-utilized by employers in Duluth and the NE Region. Included will be information about Apprenticeships (and funds available through the MN Apprenticeship Initiative Grant), Minnesota Job Skills Partnership Funds, JTIP Funds, OJT and Incumbent Worker Training, and opportunities for employers to partner in competitive grant funded initiatives. Additional information should be available later this week.

Thank You! Prior to adjournment, Mary thanked Paula for her leadership on behalf of the DWDB.

- NOTE: A going-away gathering for Paula will be held on Friday at 2:30 PM at the Workforce Center – all are invited to attend.

Meeting Adjourned at 4:25 PM (Ian, Paul)

NEXT MEETING
Monday, February 19th
3:00-4:30 PM
City Hall Room 303