



## Workforce Development

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workforcedevelopment  
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## Meeting Minutes

Monday, November 14, 2022; 2:00-4:00 p.m.

City Hall Room 330

### Present:

Anthony Bonds, Assistant Superintendent, ISD 709  
Andy Campeau, Business Manager, UA Local 11  
Kayla Dietzmann, Director of HR & Marketing, SCS Interiors  
Brian Durand, Project Executive, McGough  
Emily Edison, Executive Director, SOAR Career Solutions  
Chiamaka Enemuoh, President, Lifestone Health Care  
Claire Farmer-Lies, Marketing & Communications Specialist, Residential Services Inc.  
Angie Frank, Manager, Duluth Adult Education  
Lindsey Growette Stingle, Human Resources Director, National Bank of Commerce  
Monica Haynes, Director, UMD Bureau of Business & Economic Research  
Shawn Herhusky, Workforce Development Manager, Essentia Health  
Duane Hill, District Engineer, Minnesota Department of Transportation  
Julie Johnson Atkinson, Vice President of Sales, Visit Duluth  
Linda Kingston, Vice President of Academic and Student Affairs, Lake Superior College  
Thomas Kriske, Workforce Development Director, Lake Superior College  
Laura Krollman, Manager, Allele, Inc.  
Jennifer Oakes, DEED Job Service Site Supervisor, Duluth CareerForce  
Vance Okstad, Director of Outreach, Cirrus Aircraft  
Ian Vincent, Senior Business Developer, APEX  
Amanda Yates, Assistant Director Economic Services and Supports, St. Louis County  
Elena Foshay, Director, Duluth Workforce Development  
Shayla Drake, Workforce Strategy Consultant, DEED  
Carol Turner, Operations Manager, Duluth Workforce Development

**Meeting called to order at 2:03 p.m. The Workforce Development Board successfully established a quorum.**

**Public Comment:** None



## **The Equity Lens: Transportation as Privilege**

- As we move into the winter months, we reflect on transportation as one way that privilege shows up in the workplace
- There are many people without access to reliable transportation
  - Most workers (84%) in Duluth drive to work
  - About 10% of workers in Duluth age 16 and older take public transit or other means to get to work, according to the last census. This equates to about 4,750 workers
- Takeaways
  - Get to know your employees' needs - make asking about transportation plan a part of onboarding
  - Build a support network - friends, neighbors, coworkers
  - Create a culture of communication with employer - make it okay to ask for help, supportive of problem solving rather than punitive
  - Employer can have a car that can come pick up employees in an emergency
  - Budgeting tools - help employees purchase a car
  - Carpool groups, incentives for being the driver
  - Employees can offer to make up time if they come in late

### **Action items:**

- September 19, 2022 meeting minutes were approved by board members in attendance.
- 2023 meeting calendar was approved by board members in attendance.
- Chair/Vice Chair nominations
  - Nominations can be sent to Elena Foshay until November 30, 2022.

### **Updates and Announcements:**

- Jenifer Oakes introduction and role
  - Job Service Supervisor since July 2021. Employed by DEED.
    - Services include:
      - RESEA sessions for MN Unemployment recipients
      - CareerForce Corner library hours in Duluth, Two Harbors, and Cloquet
      - Online classes and one-on-one Job Search Appointments
      - Hours at Community Action Duluth
- IFA/MOU negotiations update
  - Required by law
  - Process begins in a couple weeks
  - Big responsibility of board
  - Timeline to finish by June of 2023
  - The existing MOU draft will be sent to board by Elena Foshay
  - Elena is representing Duluth Workforce Development in negotiations, board members will be attendance to represent the interests of the board
- Board survey feedback
  - Response rate was 100%
  - 10 highest and lowest scores

- Also noted areas where folks didn't know how to respond
- Themes
  - Strengths-- leadership good, meetings effective, good job sharing LMI, good strategic plan
  - Weaknesses--customer feedback, marketing board activities, recruiting new members, how community views the board, measurable results
  - Learning opportunities--similar to answers listed in weaknesses
  - In comparison to other workforce boards—great participation, content
  - There are opportunities to improve onboarding and future agenda items for the Governance Committee to work on
- 2023 Minnesota Association of Workforce Boards (MAWB) Legislative Platform
  - Youth programming, supplement funds
  - Bringing back what we asked for last session, \$20 million in flexible funding to go to workforce boards, with a priority for funding for adult programming, employer services

### **Housing discussion-Theresa Bajda, Planning & Economic Development and Sumair Sheikh, LISC**

- Total population remained stable
- Median household income \$55,819
- Renters 40.4% of all households
- Housing Demand
- Vacancy rate 2%, 5% is healthy
- Median price of homes increased
- Why is the cost of housing increasing?
  - Construction costs are high, because:
    - Skilled labor and home builder shortage
    - Increased cost of materials
    - Increasingly high interest rates
- What have we built-progress since 2019
- How to Reduce Costs?
  - Creative designs with multiple units
  - Assist with government funding programs
  - Leverage our land assets
- Housing Focus
  - New unit production
  - Reducing costs
  - Preservation of existing units
  - Leverage our land assets
  - Increase density in and around designated Core Investment Areas
  - Assist with government funding programs
- Housing Trust Fund
  - City council approved transfer from Community Investment Trust
  - LISC is critical partner in this effort, helping leverage and secure additional funds
- Programs Include:
  - Infill Development Program

- Comprehensive Rehab & Conversion Program
- Flexible Multifamily Fund
- American Rescue Plan
  - City of Duluth received approximately 58M
    - Affordable Housing Allocation

#### **YES Duluth – Hannah Grunzke, Duluth Workforce Development**

- Youth Employment Services
- Three Staff—two work with out-of-school youth, one work with in-school youth
- Provides employment and education support to eligible youth and young adults that reside in Duluth and are ages 14 to 24 at time of enrollment
- Funding total \$556,930, plus Pre-ETS funding (contract for service provided) up to \$150,000 in partnership with Vocational Rehab
- Services
  - Education and Training
  - Employment Services
  - Supportive Services
- 139 participants served in last program year
- 63% BIPOC community
- Work Experience, Leadership Development, Secondary School Classes-top three areas of focus
- Training Programs--GED, LSC Training Program, HS Diploma
- Program Strengths
  - Continuous service during COVID
  - Strength of community partnerships
  - Education support
  - Positive participant feedback
- Program Challenges
  - Workforce shortages, balancing education and employment goals
  - Education equity, credit recovery, alternative learning and GED services
  - Performance measures, credential attainment and career pathways
  - Recruitment of out of school youth
- How can you help
  - March 22 Chamber Event
  - Employer Work Sites
  - Engage with students at in-school events
- Employer Champion Services get ready to employ youth

**Meeting adjourned 4:01 p.m.**

**Next meeting is Monday, January 23, 2023; 2:00-4:00 p.m. in City Hall Room 330.**