



BOARD MINUTES

Date: January 10th, 2023

Location: CareerForce- Bloomington (4220 Old Shakopee Road W. #200 Bloomington, Minnesota 55437)

Attendees: Garfield Clark, Cindy Larson, Nicole Mattson, Becky Waege, Elise Durbin, Tim Mayer, Doug Muller, John Hacker, Emily Watts

Excused Absentees: Sarah Gutzman

Absent: Nerita Hughes, Derrick Givens, Tristan Lundblad, Ashley Zintl

Guests: Leah McNamee, Sam Peterson-Em, Debbie Ferry, Keith Brooks, Stephen Kolcinski, Shannon Quigley Sonya Lewis (remote)

Staff: Nola Slagter, Anna Mullikin, Nicki Hanson, Bri Streier, Kate Probert-Fagundes, Matt Udermann (remote)

1. Call to Order- Chair Nicole Mattson

2. Approval of Agenda

Motion: John Hacker

Second: Emily Watts

MOTION PASSED. 9 Yeas, 0 Nays

3. Approval of Meeting Minutes (November 2022)

Motion: Elise Durbin

Second: John Hacker

MOTION PASSED. 9 Yeas, 0 Nays

4. Board Business

a. New Board Member Applications

- Application Deadline: 12/31/2022; Applications for Open Seats Received
- Approve March 2023 Board Meeting

b. Governor's Workforce Development Board (GWDB)- December 2022 Joint Meeting

- Chair Mattson was recently appointed to the GWDB, joining board member Hughes, as a member of GWDB
- Chair Mattson provided updates/highlights from December 2022 Joint Meeting

c. Adult/DW Service Provider Presentation: HIRED

5. Updates

a. Board Updates

- **Strategic Planning 2023 Updates**

i. Board Governance Presentation- March 2023

- Overview of HCWDB: Governance, Services, Programs, etc. and alignment of disparity reduction efforts in Hennepin and Carver County with HCWDB
- Presentation will support grounding and relaunching strategic planning and implementation of workgroups



Hennepin-Carver

Workforce Development Board

ii. **Work Groups- Resuming April 2023**

- Anticipate follow-up in the coming weeks from Hennepin County staff- calendar invites to all members of each work group (every other month/opposite of HCWDB meetings- starting in April 2023)
- Initial meetings: brief check-in of what has been done and re-establishing definition(s) of work groups and ensuring the “North Star” of the HCWDB, established in 2021, guides and supports vision
 - Hennepin County Facilitators will be invited to initial meetings to support the relaunch of work groups--including each work group’s creation of implementation and action plans—roles/tasks within work group will be identified given identified needs to ensure sustainability
 - Duplication of work may initially occur—Executive Internal Operations Group (made up of each work group’s Chair) to review, as appropriate
 - How strategic work groups efforts and achievements will be shared publicly is to be determined

• **Legislative Updates**

i. **Review of MAWB’s 2023 Legislative Priorities**

- Discussion ensued regarding priorities and increasing awareness of programs

• **Brooklyn Center Lease Update**

i. **Staff met with Mike Lang from DEED to discuss Brooklyn Center Lease**

- DEED to meet with DOL and State Administration staff—to follow-up with Hennepin County regarding recommendation(s) for lease approval

• **Website Update**

i. **Hennepin County to follow-up and send website link to Board members**

- Request to Board members to please preview and provide feedback

b. **Program Updates**

• **Wagner-Peyser (workshops and partnerships shared)**

• **WIOA Adult/DW (expenditures and strategies shared)**

• **Youth (expenditures and strategies shared)**

i. **Unified Youth Plan: Approval needed at March 2023 Board Meeting**

- Anna will be working in collaboration with Hennepin-Carver subgrantees and other appropriate staff to draft the local Unified Youth Plan
 - Draft of this plan will be sent out to all Board members (early to mid-February 2023) for review, edits and/or suggestions—as plan requires approval by local workforce boards
- Final draft will be shared prior to March 2023 Board meeting for Board approval that is due to DEED April 14th, 2023 for SFY24/PY23

ii. **DEED Monitoring**

- DEED Monitored Youth programs in mid-October 2022—report from visit is still pending—hope to have an update for March 2023 Board Meeting

c. **Carver County Updates**

• **Economic/Workforce Development Round Tables**

- #### i. **1st roundtable discussion occurred- focusing on workforce business matching and how to enhance local economy—each meeting will have a presentation, discuss how to bring local businesses together and fill jobs with career seekers**



Hennepin-Carver

Workforce Development Board

- **Community/Technical College Partnerships**
 - i. Hennepin Technical College: Tabling to recruit and provide information
 - ii. Normandale Community College: Virtual information sent to recruit and provide information
- **Work with Libraries- Update**
 - i. Resume workshops; youth for job opportunities (child and young literacy to driver overall efforts)
- **Partnership with Launch Ministries: Wellness, Employment and Education Program “Coffee Shop”**
 - i. Carver County will be using the coffee shop as a training group for young adults (up to age 28); 6-9 months with a focus on coaching, wellness, long-term training and moving into a coffee shop setting (skill building, tools, resume development, etc.) and result in graduating from coffee shop
 - Nationally recognized model

d. Hennepin County Updates

- **Flexible Money- Innovative and responsive to community needs**
 - i. **Roster Program:** \$6 million of pandemic recovery dollars; currently working on sector-based Career Pathways Program/RFPs
 - ii. **Library RFP:** Select provider to provide services for individuals in library
 - iii. **Be @ School Program:** Youth experiencing educational truancy- attaching workforce component
 - iv. **Project HOPE:** Partnership with Sherriff’s Department and Department of Corrections on probation and/or exiting facilities to support with employment
 - v. **Security Officer Pathway Program:** Hennepin County as an employer; employer partner with post-secondary solutions to help provide services and prepare individuals for the training and on the job experience
 - vi. **Non-Custodial Parent Pathway:** Prevent default on child support and losing access to resources (ex: driver’s license)

e. Other

- **IFA Meeting- January 31st, 2023 Meeting**
 - i. Funding requirements under One Stop—meeting January 31st, 2023 to discuss next steps to finalize IFA for providers at Career One Stop locations
- **OWL/Virtual Board Meeting Option for Guests**
 - i. Opportunity for guests to attend Board meetings virtually
 - ii. Board members must be present in-person to vote

6. Adjourn