



MEETING MINUTES

March 12, 2025 at 12:30pm

CareerForce – Brooklyn Center

7051 Brooklyn Blvd., Brooklyn Center

#200

Attendees: Kate Black, Emily Watts, Elise Durbin, Nicole Mattson, Doug Muller, Cindy Larson, Kim Schrupp, Rebecca Stearns, Shannon Seaver, Derrick Givens, Andrea Erickson, Cara Garrett, Brad Markwell, Tim Mayer, Garfield Clark

Excused Absent: Melissa Scherer, Christa Seaberg, Sarah Gutzman

Staff: Sean Morgan, Shannon Quigley, Kate Probert-Fagundes, Nola Slagter-Johnson, Erik Aamoth, Bri Steirer, Virginia Rose Kane.

Guests: Commissioner Lisa Anderson, Tara Munroe, Emma Schloesser, Sean Morgan, Becca Lopez, Avery Bardell

Online: Walter Simmons (guest speaker); Mark Mann, Timothy O'Neill, Armah Lansanah, Sam Peterson-Etem, Debbie Ferry, Dominique Johnson, Jolene Rotich, and Nicki Hanson

1. Approval of Agenda

MOTION: Emily Watts

SECOND: Kim Schrupp

MOTION PASSED: 15 Yeas, 0 Nays

2. Approval of Meeting Minutes (January 2025)

MOTION: Elise Durbin

SECOND: Shannon Seaver

MOTION PASSED: 15 Yeas, 0 Nays

3. Success Story – Hired

- a. Dominique Johnson shared the story of a WIOA youth participant who earned a variety of certifications in office administration while taking advantage of valuable wrap-around services provided by Hired.

4. Presentation by Walter Simmons, President and CEO, Employ Prince George's Inc.

- a. Presentation slides will be made available on Sharepoint.

5. Board Business

a. Local Youth Support Services Policy (HCWDB Action Request #2025-1)

MOTION: Emily Watts



6. Board Updates

a. Directors Report

- i. Data work group members will be reassigned to either External Relations or Program Design; next steps to be discussed by Executive Internal Operations work group.
- ii. The draft MOU sent to DEED for review. The next step is to circulate the MOU for partner input.
- iii. Draft Brooklyn Center IFA is in progress; Bloomington IFA in discussion; Carver IFA is completed. Once MOU is signed, all IFAs will be completed and signed.
- iv. CareerForce Brooklyn Center grand opening on March 27 at 10:30am. All Board Members are encouraged to attend.
- v. We are in the process of obtaining Hennepin County ID badges for provider staff to access the Brooklyn Center CareerForce; provider staff will be scheduled to be present in the Center on Fridays on a rotating basis.
- vi. Bloomington CareerForce lease ends in November; DEED will move from their current space and new location is in discussion.
- vii. Metro directors expect DEED regional dollars to be allocated soon. These funds will be used to support additional Skills Accelerator Workshops.
- viii. Contract negotiations are underway with the selected One Stop Operator provider. Hennepin County board BAR approving the OSO contract is to be approved by the Hennepin County Board on 4/22 with projected OSO contract start date of June 1.
- ix. Bill to maintain increase in MYP funds has been introduced in the House and Senate. We have also been advocating in support of legislation to create a set amount of funding dedicated to the State Dislocated Worker program.
- x. House to vote on [H.Con.Res 14](#) CR on Thursday to avert a government shutdown; goes to Senate if passed.
- xi. [SF2342](#) (Senator Mohamed) provides investment through MYP, a core workforce program that provides 1:1 intensive support to at-risk youth through paid work experience and in-school career counseling.

b. Program Updates

i. Wagner-Peyser

1. Cindy introduced Sean Morgan, 1 of 3 staff on site at CF Brooklyn Center since opening (Open Monday - Thursday for appointments and drop-in services; Friday virtual services);
2. 41 individuals have visited the Brooklyn Center CareerForce since 12/2.
3. January hiring event with 6 employers garnered 35 attendees;
4. February Brookdale Library hiring event garnered 150+ attendees;
5. Bloomington recently saw 250 drop-ins.
6. We will be meeting on Friday 3/14 to discuss moving Bloomington location.

ii. Adult Basic Education

1. ABE programs across HCWDB service area have seen an increase in the numbers of requests from staff and students relating to their personal and community safety in light of recent highly publicized executive orders. Programs have hosted a number of “know your rights” presentations and have compiled lists of community resources that are being shared. Despite increased concerns about safety, community members are continuing to

attend classes in pre-pandemic levels to learn English, earn a high school credential and develop career pathways skills.

- a. 4th and 5th amendment red cards [are available online](#) and can be printed out and distributed. These cards summarize an individual's rights when interacting with immigration and law enforcement.
2. Osseo ABE is currently running a DEED Pathways to Prosperity career pathways class with CAPI USA to train individuals in the field of property maintenance. The three-week class, held in the evenings, currently has 11 enrolled students who are working on OSHA certifications, preparing for the boiler's license exam and interview and resume writing. The program includes tours and interviews with a local employer partner.
3. A second new project with CAPI and Osseo ABE is part of the DEED Transformational Career Pathways program. In partnership with a local employer, students will be working on workplace English as well as forklift certifications and warehouse basics. The students will tour the space and have interviews with the local employer partner. While this is an entry level position in the organization, the goal is for students with an interest and aptitude in the logistics field to continue to progress in the organization.
4. Citizenship preparation course was held with 7 students successfully completing class;
- iii. Adult/Dislocated Worker
 1. Anticipating that DEED will be requesting PY25 planning documents between April - June 2025; updates to follow on estimated/actual funding levels.
 2. DEED issued 7 new or revised Adult/DW policies; they were made available and posted for public comment; policies will require local policies also be issued by DEED issues; draft in partnership with Hennepin-Carver's Adult/DW providers is forthcoming and will be brought to the Board for vote and final approval.
- iv. Youth
 1. We are currently wrapping up PY23/SFY24 monitoring for the WIOA Youth and Minnesota Youth Programs.
 2. Hennepin County has moved forward with terminating their Minnesota Youth Program contract with Ka Joog Nonprofit Organization. The funds originally allocated to Ka Joog will be absorbed by Hennepin County to support Hennepin GO, an initiative aimed at providing career exploration opportunities, internships, and mentorship to youth interested in careers in the public sector.
- v. Carver County:
 1. Two career pathways programs launched (CDL and cabin building); 94 students learning building skills in the SW metro with funding from Carver County;
 2. New Out of School Youth program in partnership with Hennepin Technical College; youth will gain summer work experience with multiple employers;
 3. Skills-Based hiring workshops are a success;
 4. Quarterly hiring event with 9 employers garnered 90 participants;
 5. June event with the libraries being planned;
 6. CareerForce Chaska has a new intern has been hired from SNAP.
- vi. Hennepin County:
 1. Workforce Development Department now operating under a federated model for better coordination among county departments; triage process in place for intake and alignment with good results noted related to workforce and housing, for example, to better serve residents.
- vii. Other:



1. Kim Schrupp will send flyer for upcoming career fairs;
2. Shannon Seaver launching [Tech Together podcast](#) soon with guests scheduled

7. Adjourn

Serving communities of suburban Hennepin and Carver counties

Mission Statement

The Hennepin-Carver Workforce Development Board fosters individual and family economic well-being through the development of meaningful career pathways and employment opportunities, provides a skilled talent pipeline to our employer partners through the strategic investment of workforce development resources and the building of collaborative partnerships, and works alongside community organizations to identify and recruit community members to participate in workforce development services based on the workplace requirements expressed by our employer partners as well as the needs and interests of the community.

Vision Statement

The board works in partnership with all community members and employers to support and enhance an effective, efficient, and inclusive workforce development system which assures alignment between available talent and employer needs resulting in economic prosperity for all.

The Hennepin-Carver Workforce Development Board is a Proud Partner of the American Job Center Network and Minnesota CareerForce.