




## Workforce Development Board

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## Meeting Minutes

Monday, May 23, 2022; 2:00-4:00 p.m.

City Hall Room 330

### Present:

Kayla Dietzmann, Director of HR & Marketing, SCS Interiors  
Brian Durand, Project Executive, McGough  
Emily Edison, Executive Director, SOAR Career Solutions  
Claire Farmer-Lies, Marketing & Communications Specialist, Residential Services Inc.  
Angie Frank, Manager, Duluth Adult Education  
Marla Halvorson, HR Director, St. Luke's  
Monica Haynes, Director, UMD Bureau of Business & Economic Research  
Shawn Herhusky, Workforce Development Manger, Essentia Health  
Laura Krollman, Manager, Allete, Inc.  
Jennifer Oakes, DEED Job Service Site Supervisor, Duluth CareerForce  
Paul Pedersen, Director of Outreach, MAC-V  
Ian Vincent, Senior Business Developer, APEX  
Sonia Vinnes, Rehab Manager, DEED Vocational Rehabilitation Services  
Shayla Drake, Workforce Strategy Consultant, DEED  
Elena Foshay, Director, Duluth Workforce Development  
Carson Gorecki, Northeast Regional Labor Market Analyst, DEED  
Carol Turner, Operations Manager, Duluth Workforce Development

**Meeting called to order 2:10 p.m. The Workforce Development Board successfully established a quorum.**

### Welcome/Introductions

- Ali Bilden-Camps from Northforce in attendance

**Public Comment:** None

### Icebreaker Activity

### Action Items:

- Oath of Office
- March 21, 2022 meeting minutes were approved by board members in attendance.
- Conflict of Interest policy
  - Review of policy
  - If your status has changed or you have a conflict, let Elena know

- Please sign if needed
- Becoming a CareerForce customer
  - OJT (On the Job Training)
    - We can support up to \$4000 in wages for an employee you're hiring that may not have the skills or training that you're looking for, but you're willing to hire/train them.
    - Paperwork and enrollment with Workforce Development
    - Eligibility details will be shared by Jose Cabrera, Workforce Development staff
    - Reach out to us for additional details, questions
    - It would be helpful if qualifying people were identified for employers
    - There isn't a maximum per employer.
    - Employee must be enrolled by employment start date.
  - Talent Development
    - This is our incumbent worker training program.
    - This can help pay for the training of your employees.
    - Employees must have worked for six months at your place of employment and be a full-time worker (32 hours a week).
    - The training must have benefit to the employee (advancement, higher wage, helps avert layoff).
    - It can't pay for training that is required for the job, such as CDL or CNA certifications.
    - It can pay for leadership training, supervisor training, use of equipment, coaching skills, learning new processes.
    - One person or several
    - Limit up to \$10,000 per year
    - Employer has to make a contribution (could be wages, stipend to staff)
    - Board members, companies, organizations encouraged
    - Jose will be reaching out one-on-one

#### **Updates & Announcements:**

- MAWB summer meeting Aug 3-5, 2022, Duluth, in-person
  - Agenda will be shared soon
  - August 4, networking reception at Boat Club, early evening
- Employer Champions Initiative
  - First webinar, good, engaged group
  - June 2 next session
  - Facilitators did a great job
- National Association of Workforce Boards (NAWB) Conference overview
  - Elena Foshay attended in D.C.
  - 1500 people attended
  - Affirmation that struggles happening here are happening everywhere
    - Opportunity to involve and innovate
    - We're behind the curve on reopening the workforce center (staffing)
- Computer Lab Reopening discussion
  - Hiring staff soon
  - Role of Workforce Board in reopening

- Needs of customers
- Construct Tomorrow
  - 835 students, 25 school schools, 90 people evening event
  - Healthcare version this fall, Shayla Drake and Shawn Herhusky taking the lead on organizing
- Manufacturing summit
  - LSC on June 9
- Update on Land Acknowledgement discussion
  - Mayor's staff will work on a citywide statement that we can use

### **MFIP Program Overview – Cole Maki and Holly Lisson**

- MN Family Investment Program (MFIP)
- MN's cash assistance program, cash, food, housing grant, and employment services
- It is a work program
- 60-month program, with possibility of extensions
- Referrals come through St. Louis County
- 30-years of MFIP contracts between St. Louis County and Duluth Workforce Development
- DWD MFIP staff serves 500 individuals and families a year, 6.5 staff
- Mandatory program for people receiving cash assistance
- Main goal is to find employment and leave program
- Staff serve social work role to help reduce barriers
- Seven agencies in St. Louis County serving MFIP clients
- Changes, challenges in response to pandemic
- Success stories shared
- How do people get into the program? Application at the county.
- MN has a short-term program called Diversionary Work, 4-month program
- Do staff have social work degrees? Some do, also psychology degrees. Not required, but helpful.
- Seeing a lot of young, pregnant clients experiencing homelessness recently. Individuals are hard to find, may need to get into school, first child. Many barriers.
- Is there anything board members can do? Employer awareness. Equitable workplace. Training.
- MFIP employment services is about a third of our staff and funding.
- Benefits cliff data (Monica Haynes)

### **Updates & Announcements (continued)**

#### **Legislative Update**

- Budget surplus
  - Frontline Worker Pay, open June 8
  - Minnesota Association of Workforce Boards, advocated for \$20 million to go directly to workforce boards, but did not pass. There is a proposal in tax bill for \$24 million in competitive grants to support career academies to build stronger pipelines from high school to tech education and post-secondary to employment. Will be considered if a special session is called.
  - Watching for possible increases to workforce funding in the next year.
  - Increases for COVID testing and vaccines

- Reauthorization of Workforce Investment Opportunity Act
  - Requirement that workforce boards have an increase of labor representation
  - Libraries would be eligible to become certified as workforce centers
  - Changes to youth program
  - Draft passed house, needs to pass Senate
- Conversations about possibly relocating Workforce Center to library--leadership teams and mayor to discuss, funding, design process, etc.

**Annual strategic plan**

- Wrap it up
- Divide into groups with goals

**Meeting adjourned: 3:56 p.m.**

Next meeting is June 13, 2:00-4:00 p.m. in City Hall Room 330