

ANOKA COUNTY WORKFORCE DEVELOPMENT BOARD

**Thursday, April 1, 2021
7:30 A.M.**

WebEx

***** A G E N D A *****

- I. ROLL CALL**

- II. APPROVE ADOPTION OF THE AGENDA**

- III. APPROVE March 4, 2021 MEETING MINUTES (Attached)**

- IV. APPROVE PY21 WORKFORCE INNOVATIONS & OPPORTUNITY ACT YOUTH PLAN AND SFY22 MINNESOTA YOUTH PROGRAM PLAN (see attached summary)
– Bridgett Backman, Job Training Center – Employment Services Manager**

- V. APPROVE YOUTH AT WORK COMPETITIVE GRANT APPLICATION SFY 22-23
– DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT OFFICE OF YOUTH DEVELOPMENT (see attached summary) – Bridgett Backman, Job Training Center – Employment Services Manager**

- VI. TIM TALK – Tim O’Neill, Labor Market Analyst – Department of Employment and Economic Development**

- VII. OTHER BUSINESS**
 - New Dislocated Worker YouTube Video – Bridgett Backman**
 - Executive Director Updates**
 - Other Partner Updates**

ANOKA COUNTY WORKFORCE DEVELOPMENT BOARD

Important Meeting Notice

Due to Governor's Emergency Executive Order 20-30, and a determination by the county board chair that public attendance was not feasible due to the health pandemic, members of the public were not allowed to attend this meeting in person. Public members were able to monitor this meeting through WebEx (information posted on website). Public monitoring in this manner is done pursuant to Minn. Stat. 13D.021.th. The board sets priorities and policies that focus on local workforce needs and ensure that programs and agencies work together to meet those needs. The goal is to create a responsive workforce development system for both employers and job seekers.

Meeting Minutes of Thursday, March 4, 2021

The Anoka County Workforce Development Board Meeting was called to order by Chair Barnes at 7:30 a.m.

I. ROLL CALL

MEMBERS PRESENT: Shirley Barnes, Elaina Bleifield, Shym Cook, Lori Higgins, Curt Jasper, Becky Johnson, Paul Johnson, KC Kye, Jessica Lipa, Patrick McFarland, Jerry Miller, Jennifer Mudge, Jim Nimlos, Stacie Sayre, Theresa Zingery

NON-MEMBERS PRESENT: Commissioner Mandy Meisner, Commissioner Scott Schulte, Brad Thiel, Becky White, Dorothy Radermacher, Tim O'Neill, Patrick Hobot, Sean Bibus, Lorrie Janatopoulus, Dan Wenner, Adesewa Adseiji, Chet Bodin, Lee Okerstrom, Nicole Swanson, Krista Peterson

II. APPROVE ADOPTION OF THE AGENDA

Addition to the Agenda:

- Approve ACCAP Transportation Solutions and Program Support Services and Senior Programming Funding

MOTION by Elaina Bleifield to adopt the Agenda as amended. Seconded by Lori Higgins.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIR BARNES DECLARED THE MOTION CARRIED UNANIMOUSLY.

III. APPROVE February 4, 2021 MEETING MINUTES

MOTION by Patrick McFarland to approve the minutes are presented. Seconded by Elaina Bleifield.

UPON A VOICE VOTE, ALL VOTING AYE, CHAIR BARNES DECLARED THE MOTION CARRIED UNANIMOUSLY.

IV. APPROVE ACCAP TRANSPORTATION SOLUTIONS AND PROGRAM SUPPORT SERVICES AND SENIOR PROGRAMMING FUNDING - Nicole Swanson, Director, Job Training Center

This item is to request Transportation Solution funds from ACCAP. \$75,000 over 2 years for ACCAP to continue to provide administrative support for the Senior program. AND \$95,000 (1-year) or \$165,000 (2-year) funding for Transportation Solutions to help low-income participants with \$700 grants for car repairs, insurance and/or tabs.

MOTION by Elaina Bleifield to approve the transportation solutions request as presented. Seconded by Becky Johnson.

UPON A VOICE VOTE, ALL VOTING AYE, (PATRICK MCFARLAND ABSTAINED) CHAIR BARNES DECLARED THE MOTION CARRIED UNANIMOUSLY.

V. THE INCLUSIVE WORKFORCE EMPLOYER DESIGNATION – Dan Wenner, Regional Plan Coordinator, Rural Minnesota CEP and Chet Bodin, Workforce Strategy Consultant, DEED

An Equity Summit was held in Moorhead in the spring of 2019 and an idea developed by the Community Workforce Inclusion Council was approved. A Business Engagement Committee was formed in the Region to implement a pilot and five pilot organizations received designation in the pilot phase. The program was launched in summer 2020.

The criteria for I-WE Designation is to express a commitment to an inclusive workplace in stated values, mission, or policies. Access how diversity, equity and inclusion influence work and culture. Provide diversity, equity and inclusion education for staff and leadership and allocate resources to support an inclusive and equitable workplace.

The I-WE Web Page can be accessed for the Welcome Survey, Inclusive Employer Toolkit, Designation Survey, Promotional Material, and a list of Inclusive Workforce Employers by Region. Equity Summits estimated to be ready the summer of 2021.

The focus is about how to help businesses build inclusion and allow them to recruit and retain more diversity in a more effective way. New Americans may not have knowledge of the local economy of employers out there to support and sustain them in the workplace.

VI. SMALL BUSINESS MONTH – Lori Higgins, President, Metro North Chamber of Commerce

MetroNorth is the third largest Local Metro Chamber (Regional) and represents 700 businesses, community organizations and leaders throughout the metro area. The mission is to strengthen the business community and stimulate economic prosperity. The 2020-2022 Strategic Plan focus is to advocate (build businesses), lead (build community) and engage (build relationships).

Community engagement includes two quarterly business councils with Blaine and the City of Coon Rapids, Breaking Bread Non-Profit Coalition, Working with Women (Philanthropic Outreach) and founder of Anoka County Regional Economic Development (ACRED) initiative.

Workforce outreach includes career exploration videos to connect businesses to area students via videos showcasing a variety of industries and career options, Career Expos with educational partners and Careers in the Classroom encouraging students to think about career paths to support areas of interest and financial goals. Prior to COVID Talent Tours were conducted with local companies to

give students exposure to different careers. March 31, 2021 there will be a Pathways to Career Expo with Spring Lake Park High School. Members interested in participating should contact Lori.

VII. INFRASTRUCTURE FUNDING UPDATE – Sean Bibus, Workforce Coordination, DEED

The structure of the memorandum of understanding should include an infrastructure funding agreement (IFA) that is broken down into personnel and infrastructure costs. The current IFA that was submitted needs to have some items like offsite contributions and noncontiguous space from ABE researched further by the Department of Labor (DOL) before it can be approved. The recommendation is to pause on approval while things are being verified. DOL will attend the MN Associations of Workforce Board meetings to answer any questions from directors.

VIII. MINNESOTA'S WORKFORCE DEVELOPMENT FUND CHANGES EXECUTIVE SUMMARY – Nicole Swanson, Director, Job Training Center

There is a recommendation to designate 65% of the fund to competitive grant programs that fund organizations in workforce development and support services with a special track for innovative new ideas and approaches that haven't been tried yet. 30% of the fund to go to Dislocated Worker Program at a rate that matches take-up rates, 5% for MJSP grants to ensure this proven program meets demand and the money left in the dislocated program by Q4 will be transferred to workforce development grants at a rate of up to 70%, so that there are not large carry-forwards every year and we're efficiently using the capital to help workers.

IX. OTHER BUSINESS – Shirley/Nicole

Elaina Bleifield shared that Anoka Tech is applying for a grant through the Richard M Schulze family foundation in partnership with Anoka Hennepin schools. The goal is to increase the number of students who graduate and become employed in technical fields. The grant application is due March 22. May be reaching out to individual companies for letters of support as grant proposal is finalized.

Nicole shared that DEED reinstated the reemployment assistance program calls to UI applicants. Over 300,000 are still drawing unemployment and DEED vets, job service and UI staff will make calls to UI recipients to highlight services available at local CareerForce locations. In December UI did an email blast to over 400,000 applicants and that did not result in a lot of increased activity statewide at CareerForce locations. We are hopeful this outreach to UI applicants will bring increased activity to CareerForce in Blaine. Outcomes will be shared in April.

ADJOURN

Chair Barnes declared the meeting adjourned at 9:01 a.m.

**Program Year 2021-22 Local Youth Plan
PY21 Workforce Innovation and Opportunity Act (WIOA) Youth Formula Funds
and SFY 22 Minnesota Youth Program (MYP)**

Annual Plan:

Local Workforce Delivery Areas are required to submit to the Department of Employment and Economic Development (DEED) annual plans to secure funding to deliver WIOA and MYP program services. Plan documents are due to DEED by April 2, 2021.

Budget:

DEED has not received final allocation information from the Federal Department of Labor for WIOA or MYP however local plan narratives need to be completed at this time.

Plan Overview:

The annual plan outlines the local area's key service elements for Minnesota Youth Program (MYP), WIOA In-School Youth (ISY) and Out-of-School Youth (OSY) for individuals ages 14-24 including outreach and recruitment efforts, eligibility determination, comprehensive assessment, case management, career counseling, paid work experience and/or internships, career pathway opportunities, incentives and supports for post-secondary academic completion. It is the responsibility of the Standing Youth Committee to assure that the youth strategies align with the overall vision of the local board to reduce racial inequities, reduce homelessness and increase education and work experience leading to a high skilled workforce which will contribute to the success of businesses in our community. The committee met on March 22, 2021 and recommends the plan for Program Year 2021-22.

This year's plan focuses on partnerships to decrease high school dropout rates (given the virtual learning shifts) and racial inequities; prevent homelessness; and improve outcomes for justice involved youth, youth aging out of foster care and youth with disabilities. These partnerships include the YMCA, Hope4Youth, Hope Place, Anoka County Juvenile Corrections, Anoka County Foster Care Unit, Vocational Rehabilitation Services, TRIO, Metro North Adult Basic Education, Job Corp, Stepping Stone Shelter and local secondary, transitional, charter and alternative schools. The goal is to leverage resources and opportunities that help young people who have significant barriers to employment and/or youth who are under-served and/or under-represented in the workforce by empowering while helping them navigate various systems to achieve skills, gain knowledge and confidence resulting in educational, workplace and personal success.

Best practices include the shift to virtual services and the development of new partnerships with Tree Trust Youth Build program and new worksites for safe, paid work experiences and/or internships. In the past year, we had new pathways identified and we were successful in placing three youth in work experiences in media/communications and/or research work. We continue to broaden our partnerships with Hope Place, serving youth in transitional housing and youth receiving TANF and/or SNAP services. Continued community initiatives and projects include: Youth at Work and PRE-ETS (under contract for youth with disabilities for work experience/Internships). Expanded outreach efforts were used to reach potential participants by including information at libraries, food shelves, on social media and by connecting youth to our virtual kiosk to help them connect to available resources in the Career Lab and for community based service referrals.

Virtual career services have been evolving to provide online career counseling, job placement assistance, and resume development. Youth at Hope Place were provided laptops for school, career development and employment preparation and our team provided workshops on related topics. Youth drop-in services were made available on virtual continuum using phone, text messaging, social media and community drop boxes. The safety of staff and those we serve is critical during this pandemic and services need to be flexible and meet the needs of the young people and employers we serve.

Performance Goals

WIOA Youth Performance Measure	PY 2017 (ACTUAL)	PY 2018** (ACTUAL)	PY 2019 (GOAL)	PY 2020 (PLANNED)	PY 2021 (PLANNED)
Employment/Training 2nd Quarter After Exit: The percentage of WIOA Young Adults who are in education or training activities, or in unsubsidized employment, during the second quarter after exit.	74.2%	79.5%	67.0%	75%	76%
Employment/Training 4th Quarter After Exit: The percentage of WIOA Young Adults who are in education or training activities, or in unsubsidized employment, during the fourth quarter after exit.	71.6%	76.5%	62.5%	73%	74%
Credential Attainment:	49.7%	65.3%	47.4%	62%	62%
Median Earnings: The median earnings of program participants who are in unsubsidized employment during the second quarter after exit.	\$3,524	\$3,984	Baseline	\$3,700	\$3,700
Measurable Skills Gain: The percentage of participants enrolled in an education or training program who attained a recognized postsecondary credential or a secondary school diploma during participation in or within one year after exit.	44.1%	45.6%	Baseline	49%	49%
* A participant who attained a secondary school diploma also needs to be employed or enrolled in postsecondary training within one year after exit.					

Note: TBD – To Be Determined

Program	Plan to Serve	Youth Served
MYP Program Year (7/1/19 – 6/30/20)	140	210 (to date)
WIOA IS (4/1/19 – 3/30/20)	10	14
WIOA OS (4/1/19 – 3/30/20)	60	40

Competitive Grant Application
Department of Employment and Economic Development
Youth at Work Competitive Grant Program PY 2022-23

Background

DEED's Office of Youth Development has announced the availability of an estimated \$3,893,100 of funding per year for Youth at Work Competitive Grants for State Fiscal Year 2022-23. The maximum amount of funding that can be requested by any single applicant is \$850,000. Proposals are due April 9, 2021 with contracts in place by July 1, 2021 with funds to operate through June 30, 2023. The project planning team has determined that a budget of \$150,000 would allow for service to additional youth including both In School and Out of School Youth as well as expanded focus on career exploration for post-secondary education, work experiences with training or credential options and internship opportunities, and sector-based summer camps (examples may include Scrubs Camp and IT or business bootcamps) and Earn and Learn – Virtual learning opportunities.

Project Goal

Priority shall be given to programs that:

1. Provide students with information about education and training requirements for careers in high-growth and in-demand occupations;
2. Serve youth from communities of color who are under-represented in the workforce;
3. Serve youth with disabilities (referrals to the Disability Resource Coordinator to assist with accommodations and self-advocacy will be determined based on participant choice).

Target Population

Priority services to youth between the ages of 16-24 who are under-represented in the workforce, youth who are economically disadvantaged, and/or have at least one at-risk characteristic.

At-risk youth characteristics are defined as the following:

- Pregnant/parenting youth;
- Youth with limited English proficiency;
- Potential or actual dropouts;
- Juvenile offenders/diversion program youth;
- Youth receiving public assistance and/or group home services;
- Youth with disabilities, including learning disabilities;
- Homeless or runaway youth;
- Chemically depending or children or drug or alcohol abusers/dependents;
- Youth with basic skills deficiency;
- Youth with educational attainment one or more levels below grade level appropriate to age; and;
- Youth working with or aging out of Foster care services

Partnership and Project Components

The Job Training Center is focused on preparing the workforce for in demand, self-sustaining jobs with viable career pathways. The local network involves many partners in this important and collaborative work such as Anoka Technical College, Anoka Ramsey Community College, Community Corrections and local employers that are interested in collaborating on this grant opportunity. Other partners may also join the collaboration after the grant has been submitted. The ACJTC will act as the fiscal agent for the grant.

Programming can include an earn and learn option in lieu of or in addition to a paid private sector or public sector work experiences and/or paid internships tied to in-demand industries to promote career pathways and skill acquisition/credentialing as part of the service delivery plan. The leveraged resources, from the Minnesota Youth Program (MYP) for work readiness training and work experience opportunities as well training offered through a new partnership with the Tree Trust Youth Build program operating with Paladin School will enhance the overall project design.