

# CAREER SOLUTIONS WORKFORCE DEVELOPMENT BOARD PROGRAM COMMITTEE MEETING AGENDA

Monday, August 9, 2021 at 3:30pm

Career Solutions-Guest WiFi: Welcome2CareerSolutions!

Physical Location: CareerForce St. Cloud  
1542 Northway Drive, St. Cloud, MN 56303 – Door #2  
No parking permit required for this event. Please park in Lot B.

Virtual Meeting: Via Zoom during a State of Emergency with the Coronavirus (COVID-19):  
Zoom details are listed within your calendar invite or contact Kari Court (320) 308-5749

1. **Call the Meeting to Order/Introductions** J. Magelssen
2. **Approve Agenda** ACTION: J. Magelssen
3. **Consent Agenda** ACTION: J. Magelssen
  - A. Minutes from 06/14/2021 (Attachment 3.A.)
4. **United Way Addressing Childcare Shortages Presentation** – Alexis Lutgen, Director of Financial Stability for United Way of Central Minnesota A. Lutgen  
T. Biery
5. **Committee Work**
  - A. CareerForce
    - i. WIOA Roles & Responsibilities
  - B. Membership Opening for the Program Committee Vice-Chair (For-Profit)
  - C. Outdoor Job Fair Held on 6.15.2021: Outcome & Pictures
  - D. CareerONE:
    - i. Updates
    - ii. News Articles:
      - <https://wjon.com/employment-readiness-camp-prepares-students-for-the-workforce/>
      - <https://www.sctimes.com/story/news/2021/07/13/careerone-youth-employment-program-sees-renewed-interest-2020/7938053002/>
    - iii. Success Story
6. **Other** J. Magelssen
  - A. From the Floor/Announcements
  - B. Next Meeting: September 13, 2021 at 3:30pm

## 7. Adjourn

REASONABLE ACCOMMODATIONS: ALL CAREER SOLUTIONS WORKFORCE DEVELOPMENT BOARD PROGRAM COMMITTEE MEETINGS ARE ACCESSIBLE TO THE HANDICAPPED. ATTEMPTS WILL BE MADE TO ACCOMMODATE ANY OTHER INDIVIDUAL NEED FOR SPECIAL SERVICES. PLEASE CONTACT ADA/AA COORDINATOR TAMMY BIERY AT (320)308-5702 AS EARLY AS POSSIBLE SO NECESSARY ARRANGEMENTS CAN BE MADE. INDIVIDUALS WITH HEARING OR SPEECH DISABILITIES MAY CONTACT US VIA THEIR PREFERRED TELECOMMUNICATIONS RELAY SERVICE.

CAREERFORCE DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, CREED, RELIGION, NATIONAL ORIGIN, GENDER, MARITAL STATUS, STATUS WITH REGARD TO PUBLIC ASSISTANCE, SEXUAL ORIENTATION, DISABILITY, OR AGE.

**Note:** If you are unable to attend this meeting, please contact Kari at 320.308.5749 or email at [Kari.Court@CSJobs.org](mailto:Kari.Court@CSJobs.org).  
Upon request, this material can be made available in alternate formats.

## CAREER SOLUTIONS LOCAL WORKFORCE DEVELOPMENT BOARD PROGRAM COMMITTEE MEETING MINUTES

Location: CareerForce St. Cloud  
1542 Northway Drive, St. Cloud, MN 56303 – Door #2  
Date: June 14, 2021  
Attendance: Jill Magelssen, Teresa Bohnen, Tanya Adair, Brent Bultema, Jennifer Erickson,  
Ken Huling, Sarah Lampert, Karen Pundsack, & Brandon Schauer.  
Career Solutions Staff: Tammy Biery, Audrey O’Driscoll, & Kari Court.  
Absent: Janelle Heesch, Ann Kennedy, & Kathy Kirchner.  
Guest: Leslie Dingmann & Jean Guettler

*Please note: this meeting was held virtually (via Zoom) as Minnesota is under a State of Emergency with the Coronavirus (COVID-19). Career Solutions followed the Open Meeting Law requirements during a State of Emergency:*

- 1. All participating members can hear one another;*
- 2. Members of the public at the physical meeting location can hear all discussion "unless attendance at the regular meeting location is not feasible due to the health pandemic";*
- 3. At least one member of the public body is present at the meeting location, "unless unfeasible due to the health pandemic"; and*
- 4. All votes are taken by roll call.*

### **Call the Meeting to Order:**

- T. Bohnen called the Program Committee Meeting to order at 3:33pm when quorum was met.
- Introductions made.

### **Approval of the Agenda**

#### Motion:

**Results:** Approved the agenda.  
**Mover:** B. Schauer  
**Secunder:** T. Adair  
**Ayes:** J. Magelssen, T. Bohnen, B. Bultema, J. Erickson, K. Huling, S. Lampert, & K. Pundsack.  
**Nayes:** NA

### **Consent Agenda:**

#### Motion:

**Results:** Approved the consent agenda.  
**Mover:** K. Pundsack  
**Secunder:** B. Schauer

**Ayes:** J. Magelssen, T. Bohnen, T. Adair, B. Bultema, J. Erickson, K. Huling, & S. Lampert.  
**Nayes:** NA

**Entrepreneurship Presentation** – Leslie Dingmann, Business Development Director for Greater St. Cloud Development Corporation

- Leslie provided an overview of Greater St. Cloud Development Corporation (GSDC) and provided their mission and vision statements:
  - Mission: We lead inclusive and equitable economic development for the benefit of the Greater St. Cloud Community.
  - Vision: Greater St. Cloud is a growing and vibrant community where talented people choose to live, work, and engage. By growing we mean our business will have expanded, adding high-quality, high-wage jobs in strategic industries and occupations at a pace that is faster than our historical levels of growth and faster than relevant benchmarks. By vibrant, we mean an energized and engaged and healthy and happy community where people are utilizing their gifts and talents at a high level and to a large degree.
- GSDC covers all of Stearns and Benton Counties along with part of Stearns County. GSDC Strategic Imperatives:
  - Engage Leaders
  - Expand Talent
  - Grow Business
  - Shape Tomorrow
- Leslie focus today about growing businesses (Business Startup/Entrepreneurial Ecosystem). Business Startup Strategy
  - Gener8tor: gBETA Greater MN St. Cloud
    - Free 7-week accelerator for early-stage companies. (capped at 5 team, no fees or equity required)
  - ILT Academy: Lean Startup Certificate Program
    - 20-week lean startup program, free education to entrepreneurs or soon to be entrepreneurs. Culminates a pitch night were startups pitch to local investors.
  - Launch MN: Hub Lead – (West Central Region)
    - State program to accelerate startups/innovation, one on one meetings with entrepreneurs, mentoring, virtual pitch night.
- During Covid-19, GSDC is trying to help existing businesses, focus now on growing entrepreneurs and partnerships.

**CLIMB Program Presentation** – Jean Guettler, Career Planner for Career Solutions

- CLIMB is an acronym for Converting Layoffs into Minnesota Businesses which is part of our Dislocated Workers Program and funded by the State of Minnesota. The purpose is to encourage entrepreneurs to create successful businesses.
- 2 main components:
  - Consulting (lots of locations in the St. Cloud area)
  - Training (Microsoft Office and QuickBooks available through LearnKey, short term business training)
- Customers receive Unemployment Insurance (UI) and enrolled in Dislocated Worker. If enrolled in the Climb Program, they are exempt from 32 hour/week job search requirement, money earned does not count against UI, and training does not have to follow WIOA guidelines. Jean stated that most CLIMB customers are 40 years of age or older and have a four year degree.

### **Committee Work**

- **Approve Teresa Bohnen’s Retirement/Resignation** – Biery stated thanks for Teresa for her support over the years, looking to replace her as the Vice-Chair. Any volunteers are asked to contact T. Biery if interested. T. Bohnen stated everyone is invited to her retirement party.

### Motion:

**Results:** Approved resignation of T. Bohnen  
**Mover:** J. Erickson  
**Secunder:** B. Bultema  
**Ayes:** J. Magelssen, T. Adair, K. Huling, S. Lampert, K. Pundsack, & B. Schauer.  
**Nayes:** NA

- **2021 Major Employers** – T. Biery stated the City of St. Cloud published a list of major employers. CentraCare is listed at the top and Career Solutions works with many of those companies listed on this publication.
- **Overview of Programs** – T. Biery shared a spreadsheet containing information regarding our programs including eligibility, services, description, funding etc.
- **Outdoor Job Fair – 06/15/2021** – T. Biery stated there is an outdoor job fair happening tomorrow. We have over 60 employers registered, and an email blast sent to job seekers helped get the word out. Hoping for a good turnout.
- **SFY20-21 Direct Appropriations Quarterly Progress Report for Rural Career Counseling Coordinator** – T. Biery stated the Rural Career Counseling Coordinator Grant was originally supposed to be two years, instead of hiring a shared staff member for the region, Career Solutions and CMJTS decided to keep this work with current employees. That way, the knowledge remained in-house instead leaving with a new hire after two years. Angie Dahle and Leslie from Central Minnesota Jobs & Training Services, Inc. partner together and share these responsibilities. Biery reviewed the progress report.
- **CDL Discovery Day Update & Client Testimonial** – Audrey stated the CDL Discovery Day continues to be filled to capacity in both employer and participant capacity. She shared

a success stories; a participant who came and was convinced she was going to drive over the road truck and when she sat in the driver's seat, she quivered due to the size of the truck. The participant moved towards driving public transportation at Metro Bus and receive a passenger CDL license instead. Career Solutions was able to save training cost and help with placement, leads to happy clients.

- Hosting a Welding Discovery Day and plenty of employers registered but need to recruit some job seekers to attend. We have 10 non-client registered as of today and the event is scheduled next Thursday. This is a hands on opportunity for job seekers.
- **CareerONE Updates:**
  - **CareerONE VIP Day – 07/13/2021** – Career Solutions is hosting a CareerONE VIP Day and we are inviting board members, sponsors, elected officials, etc. to see CareerONE in action. See youth complete a number of different activities with this tour such as mock interviews.
  - Audrey stated we have 138 youth in St. Cloud which all of the youth needed to complete a two-step enrollment session. We are fully staffed for team leads and contracts have been signed. Paynesville and Sauk Centre details are still being worked out.
  - **Success Story** - <https://www.sctcc.edu/news/04-09-2021/sainab-gaal-embraces-being-role-model-one-first-somali-women-field> – T. Biery stated the first Somali EMT in St. Cloud was a part of the first year of CareerONE's healthcare track. Pioneer for healthcare field. Article/video on SCTCC's website.

**From the Floor/Announcements** – N/A.

**Next meeting is scheduled for August 9, 2021 at 3:30pm.**

T. Bohnen adjourned the Program Committee meeting at 4:22pm.