CAREER SOLUTIONS JOINT POWERS BOARD & WORKFORCE DEVELOPMENT BOARD MEETING

Thursday, June 18, 2026, at 1:00pm

Career Solutions Guest Wi-Fi: 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.

Zoom Option: Zoom link can be found in your calendar invite or by emailing Kari.Court@csjobs.org

1. **Call the Meeting to Order** — Bertram Magelssen
   A. Joint Powers Board (JPB)
   B. Local Workforce Development Board (LWDB)

2. **Approval of the Agenda** — Action: JPB & LWDB
   A. JPB
   B. LWDB-Exec

3. **Consent Agenda: JPB & LWDB** — Action: JPB & LWDB
   A. 04/09/2026 JPB & LWDB Meeting Minutes (Attachment 3.A.)
   B. 04/2026 Statement of Revenue and Expenditures (Attachment 3.B.)
   C. 2025-2026 Client Waiver Overages – as of 06/12/2026 (Attachment 3.C)
   D. 2026-2028 Granite City Counseling (Program of Catholic Charities) Agreement to offer Counseling Services to Clients (Attachment 3.D.)
   E. 2026-2028 Lutheran Social Services Agreement to offer Counseling Services to Clients (Attachment 3.E.)
   F. Accept LWDB Resignations From (Attachment 3.F.):
      - Danelle Montury (Adult Basic Education Representative)
      - Meghan Woods Lehrer, Bernicks (For-Profit Representative)
      - Adam Genereux, CentraCare (For-Profit Representative)
   G. Minnesota State/SCTCC Contract for CareerTWO Track Agreement (Attachment 3.G.)
   H. Minnesota State/SCTCC Contract for CareerONE Remaining Tracks Agreement ~ Revised (Attachment 3.H.)
   I. Minnesota State/SCTCC Contract for MFG Core Skills & Welding Foundation Agreement ~ Revised (Attachment 3.I.)
   J. 2026 Spanier Transportation Renewal Agreement for CareerONE Youth Transportation (Attachment 3.J.)
   K. ISD 743 Facilities Renewal Agreement to host CareerONE Onsite (Attachment 3.K.)
   L. MN State/Alexandria Technical College Contract for CareerONE Criminal Justice Systems for Public Safety Track (Attachment 3.L.)
   M. Storage Rental Agreement – JK Self Storage – Sartell South Additional Storage Unit Rental Agreement (Attachment 3.M)

4. **WACOSA Presentation**

Note: If you are unable to attend this meeting, please contact Kari Court at 320.380.4938 or email at Kari.Court@CSJobs.org. Upon request, this material can be made available in alternate formats.

5. **Business Items/Updates** — Stark
   A. Thank you to those who attended the Staff Appreciation!
   B. 2026-2027 Preliminary Budget (Handout) – **ACTION** — Action: JPB & LWDB
   C. Finance Manual Update — Action: JPB & LWDB
      - Increasing Support Services Limits & Classroom Training Limitations Effective 07/01/2026 (Attachment 5.C.) – **ACTION**
   D. Employee Handbook Update
   E. DEED Required Documents:
      - Subsequent Designation – Submitted 05/27/2026
      - Local and Regional Plans – Open for Public Comment 09/01/2026
      - ADA Annual Assessment – Due Date TBD
      - Fiscal Monitoring Report – Due Date TBD
   F. MAWB – Empowering Job Seekers, Supporting Employers, and Growing MN's Workforce Website: https://www.mawb-mn.org/
   G. PY2025 Quarter 3 Performance Scorecards (Attachment 5.G.)
   H. Executive Director Goals for 2026-2027
   I. LWDB Board Member Recommendations
   J. Project/Grant Updates
   K. Upcoming Events/Recap:
      - CDL Discovery Day
      - Job Seeker Open House
      - WACOSA Partnership
      - Talent Talks Inclusion that Works
      - MAWB Summer Conference
6. **Other**
   A. Executive Director Updates
   B. From the Floor/Announcements

7. **Adjourn** — Bertram Magelssen

REASONABLE ACCOMMODATIONS: ALL CAREER SOLUTIONS WORKFORCE DEVELOPMENT BOARD ARE ACCESSIBLE TO THE HANDICAPPED. ATTEMPTS WILL BE MADE TO ACCOMMODATE ANY OTHER INDIVIDUAL NEED FOR SPECIAL SERVICES. PLEASE CONTACT ADA/AA COORDINATOR TAMMY STARK AT (320) 266-5060 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.

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Career Solutions Joint Powers Board & Local Workforce Development Board Minutes

Date	April 9 2026, at 3:00pm
Attendance:	**Joint Powers Board: ***Jeff Bertram, *Steve Heinen, *Bob Johnson, & *Pam Benoit. **Local Workforce Development Board: ***Jill Magelssen, *David Borgert, Shirwa Adan, *Melissa Ball-Warriner, *Les Engel, Janet Goligowski, *Brittany Haycraft, *Ken Matthews, Georgia McCann, Danelle Montury, Brandon Schauer, Janel Sczublewski, *Carrie Stang, Ryan Strong, Mary Swingle, & *Elizabeth Valencia-Borgert. **Career Solutions:** *Tammy Stark & *Kari Court.
Absent:	Jeff Bloss, Gail Cruikshank Adam Genereux, Mohamed Goni, Ken Huling Julie Lunning, Bernie Perryman, Michelle Schmitz, & Meghan Woods Lehrer.
Guest:	King Banaian *(* = In Person)*

Call the Meeting to Order:

- Bertram called the Joint Powers Board (JPB) meeting to order at 3:00pm and roll call was performed.
- Magelssen called the Local Workforce Development Board (LWDB) meeting to order at 3:00pm and roll call was performed.

Approval of the Agenda:

JPB Motion:

Results:	Approved the agenda.
Mover:	Heinen
Seconder:	Johnson
Ayes:	Bertram, Heinen, Johnson, & Benoit.
Nayes:	NA

LWDB Motion:

Results:	Approved the agenda.
Mover:	Borgert
Seconder:	Engel
Ayes:	Magelssen, Borgert, Adan, Ball-Warriner, Engel, Goligowski, Haycraft, Matthews, McCann, Montury, Schauer, Sczublewski, Stang, Swingle, & Valencia-Borgert.
Nayes:	NA

Approval of the Consent Agenda:

- 02/05/2026 JPB & LWDB Meeting Minutes
- Minnesota State/SCTCC Contract for Advance Safety and Maintenance Facilities Discovery Day Agreement

Career Solutions Joint Powers Board & Local Workforce Development Board Minutes

- 2025-2026 Client Waiver Overages – as of 04/02/2026
- CentraCare Education Experience Agreement for the CareerONE Program
- Sole-Service Provider for Youth and Adult Services
- Kwik Trip Business Kwik Card Application and Agreement

JPB Motion:

Results: Approved the consent agenda items A through E.
Mover: Benoit
Seconder: Johnson
Ayes: Bertram, Heinen, Johnson, & Benoit.
Nayes: NA

Agenda item 3.F. (Kwik Trip Business Kwik Card Application and Agreement) was pulled for discussion.

JPB Motion:

Results: Approved the consent agenda item F (Kwik Trip Business Kwik Card Application and Agreement).
Mover: Heinen
Seconder: Johnson
Ayes: Bertram, Heinen, Johnson, & Benoit.
Nayes: NA

LWDB Motion:

Results: Approved the consent agenda.
Mover: Borgert
Seconder: Engel
Ayes: Magelssen, Borgert, Adan, Ball-Warriner, Engel, Goligowski, Haycraft, Matthews, McCann, Montury, Schauer, Sczublewski, Stang, Swingle, & Valencia-Borgert.
Nayes: NA

Local Economy Presentation – King Banaian, Economics Professor with St. Cloud State University

- Banaian shared the Central Minnesota's Labor Market information for Spring 2026. He explained how every forecast starts with a fact about today and attaches a story about tomorrow. Looking at facts will provide multiple outcomes.
- He stated that matching a person to a job is getting harder. In Central MN, the current pattern is considered" No hire and No fire." There are a variety of reasons for this pattern. People are not changing jobs as often today, so we are not seeing big increases in unemployment rates or the number of people on payrolls.

Career Solutions Joint Powers Board & Local Workforce Development Board Minutes

- The St. Cloud area has had a stagnant labor supply since covid. Currently, professional jobs are harder to obtain while jobs that do not require education are much easier to land.
- He outlined the procedure that he takes in predicting the future job trends in our area. Forecasts should be updated, not defended when considering:
  - Forecasting is not about pretending certainty
  - It is about assigning probabilities to multiple paths
  - When the evidence changes, the probabilities should change too
- Predictions of the job market need to be revised every February as conditions change. The next job Search Survey Report will be in late June/early July, and the presentation will be held at St. Cloud City Hall. All are invited.

Business Items/Updates:

- **02/2026 Statement of Revenue and Expenditures** – Stark stated that she asked for a modification of the budget now that the rent issue has been resolved with DEED. She is asking for approval to revise the budget in the rent category with an increase of $66,000. The budget looks good and she is projecting a $75,000 surplus for this year.

JPB Motion:

Results:	Approved the 02/2026 Statement of Revenue and Expenditures.
Mover:	Heinen
Seconder:	Johnson
Ayes:	Bertram, Heinen, Johnson, & Benoit.
Nayes:	NA

LWDB Motion:

Results:	Approved the 02/2026 Statement of Revenue and Expenditures.
Mover:	Goligowski
Seconder:	Matthews
Ayes:	Magelssen, Borgert, Adan, Ball-Warriner, Engel, Goligowski, Haycraft, Matthews, McCann, Montury, Schauer, Sczublewski, Stang, Swingle, & Valencia-Borgert.

- **LWDB Application from Ryan Strong Talent Acquisition and Workforce Development Specialist with NFI Group/New Flyer** – Stark stated that she has been working with Ryan for the past few years on several projects. The Local Workforce Development Board recommended the Joint Powers Board approving his application. Ryan introduced himself and gave an update on his experience.

Career Solutions Joint Powers Board & Local Workforce Development Board Minutes

LWDB Recommendation:

Results: Recommend the Joint Powers Board approve Ryan Strong Local Workforce Development Board Application.
Mover: Borgert
Seconder: Matthews
Ayes: Magelssen, Borgert, Adan, Ball-Warriner, Engel, Goligowski, Haycraft, Matthews, McCann, Montury, Schauer, Sczublewski, Stang, Swingle, & Valencia-Borgert.

JPB Motion:

Results: Approved the Local Workforce Development Board Application from Ryan Strong.
Mover: Johnson
Seconder: Benoit
Ayes: Bertram, Heinen, Johnson, & Benoit.
Nayes: NA

- **1st and 2nd Reading Discussion** – Stark stated that there are two big projects coming up for board approval: the Employee Manual and the Finance Manual. Before the copies are brought before the board, they are reviewed by an attorney or an outside expert. Stark asked for discussion and feedback on both**.** A discussion was held as to how to proceed with the readings. The board members questioned the need for them to read the documents since the attorney will have made all necessary corrections. The board suggested that they would like to see the "red line" changes in the document by the attorney before it is finalized. More discussion will be held at the next meeting.
- **PY25 Quarter 2 Performance Scorecards** – Stark shared the charts for the WIOA and State Dislocated Worker Programs with outcomes for each program. Negotiation for the funding is based on these outcomes. We have met or exceeded our goals for each program**.** The following programs were highlighted:
  - WIOA Dislocated Worker,
  - State Dislocated Worker
  - WIOA Adult Worker.
- **Board Orientation:** Stark provided a chart that was reviewed with the group that explains all the programs that we offer and the criteria for each of them. She will share with the board periodically with updates.
- **Grant/Program Information** – Stark stated that the Agency has been awarded the Youthbuild Grant that supports CareerONE and CareerTWO Programs. Career Solutions was also awarded Youth at Work Grant, and the Youth Support Service Grant.

Career Solutions Joint Powers Board & Local Workforce Development Board Minutes

- **Board Overview & Messaging** – Stark shared information about the Local Workforce Development Board of Stearns & Benton counties. She prepared a handout for recruitment with an overview of what the Mission, Vision and Purpose of this board. The outline is included in the packet.
- **Project/Grant Updates** – Stark stated the dates and times of the following programs:
  - Pathways 2 Prosperity grant which focuses on facilities and maintenance training. This starts April 27, through June. Discovery Day event included 14 people in attendance. Career Solutions is hoping to enroll 16 people to start the program.
  - Drive for Five cohort will be starting in mid-June. Program designed for Mig and Tig Welders. Discovery Days will be available for that program also. More to come.
- **Upcoming Events/Recap:**
  - CDL Discovery Day – 05/13/2026
  - Reverse Job Fair – 05/06/2026
  - Staff Appreciation – 06/18/2026 at 1:00 p.m.
  - CareerONE Fundraiser – TONIGHT!

Executive Director Updates:

- Stark shared that she will be going to D.C. with the Chamber on April 20-23, with other chamber members.
- Career Solutions is working with WACOSA on a grant from Stearns County. This grant is to help highly functioning WACOSA clients find permanent jobs. The agency is providing Career Trek for them in groups of 6 each with their job coach. Career Solutions is working with employers to help with Discovery Day events at employer sites so job seekers can evaluate the job site fit. The Agency is doing a fee-for-service for this event.

From the Floor/Announcements – N/A.

Adjournment:

- Bertram adjourned the Joint Powers Board meeting at 4:17pm.
- Magelssen adjourned the Local Workforce Development Board meeting at 4:17pm.
- Thanks for attending our board meeting!

Career Solutions
Statements of Revenues and Expenditures
Current Fiscal Year to Date Periods Ended April 30, 2026 and Prior Fiscal Year

Description	Year To Date 04/30/26 Actual	Budget	Budget Diff	Budget % Var	Prior Year Actual 04/30/25 Actual	FY26 Year Ending Original Fiscal Budget
Revenues over Expenditures						
Revenues						
Contributions	$ 3,010	$ -	$ 3,010	0%	$ -	$ -
Grant Revenues	$ 2,488,727	$ 2,782,031	$ (293,305)	-11%	$ 2,937,132	$ 3,709,375
Program Service Revenue	$ -	$ 28,879	$ (28,879)	0%	$ 38,763	$ 38,505
Investment Income	$ 3,970	$ -	$ 3,970	0%	$ 4,844	$ -
Other Revenue	$ 23,324	$ -	$ 23,324	0%	$ 47,858	$ -
Total Revenues	**$ 2,519,030**	**$ 2,810,910**	**$ (291,880)**	**-10%**	**$ 3,028,596**	**$ 3,747,880**
Expenditures						
Direct	$ 691,760	$ 890,592	$ (198,832)	-22%	$ 1,019,890	$ 1,187,456
Personnel	$ 1,626,752	$ 1,529,531	$ 97,221	6%	$ 1,716,966	$ 2,039,375
Occupancy - Rent / Lease Expense	**$ 76,390**	**$ 89,250**	**$ (12,860)**	**-14%**	**$ 57,861**	**$ 119,000**
Professional Fees	$ 120,469	$ 96,900	$ 23,569	24%	$ 115,988	$ 129,200
General and Administrative Expenses						
Advertising, Marketing & Website	$ 14,398	$ 11,475	$ 2,923	25%	$ 12,978	$ 15,300
Conferences, Conventions, and Meetings	$ 7,435	$ 6,375	$ 1,060	17%	$ 6,273	$ 8,500
Depreciation	$ -	$ 54,750	$ (54,750)	-100%	$ -	$ 73,000
Dues, Subscriptions & Memberships	$ 11,893	$ 6,750	$ 5,143	76%	$ 16,045	$ 9,000
Furniture, Computer, & Equipment	$ 6,722	$ 11,250	$ (4,528)	-40%	$ 19,625	$ 15,000
Bank Fees & Service Charges	$ 1,125	$ 563	$ 563	100%	$ 500	$ 750
Insurance	$ 13,397	$ 13,125	$ 272	2%	$ 14,150	$ 17,500
Miscellaneous	$ 973	$ 600	$ 373	62%	$ 727	$ 800
Office, Janitorial, & Other Supplies	$ 15,220	$ 12,000	$ 3,220	27%	$ 13,190	$ 16,000
Printing, Publications & Copier	$ 4,811	$ 4,125	$ 686	17%	$ 4,546	$ 5,500
Postage and Delivery	$ 489	$ 563	$ (73)	-13%	$ 615	$ 750
Telephone	$ 18,697	$ 10,500	$ 8,197	78%	$ 11,421	$ 14,000
Staff Travel	$ 3,780	$ 5,250	$ (1,470)	-28%	$ 5,899	$ 7,000
Staff Training	$ 5,422	$ 11,250	$ (5,828)	-52%	$ 23,263	$ 15,000
Total General and Administrative Expenses	**$ 104,363**	**$ 148,575**	**$ (44,212)**	**-30%**	**$ 129,233**	**$ 198,100**
Total Expenditures	**$ 2,619,734**	**$ 2,754,848**	**$ (135,115)**	**-5%**	**$ 3,039,940**	**$ 3,673,131**
Total Revenues over Expenditures	**$ (100,703)**	**$ 56,062**	**$ (156,765)**	**-280%**	**$ (11,343)**	**$ 74,749**

Career Solutions
Statements of Financial Position
As of April 30, 2026 and Prior Fiscal Year

	Year To Date 04/30/26 Current Year Balance	Year Ending 06/30/25 Prior Year
Assets		
Current Assets		
Cash and Cash Equivalents		
Checking Account	51,917.42	(115,021.98)
Reserve Account	40,157.12	40,067.44
Certificate of Deposit	0.00	83,848.97
Falcon N. Bank - IntraFi - ICS - Career Solutions	210,282.53	278,370.47
Total Cash and Cash Equivalents	302,357.07	287,264.90
Accounts Receivable		
Accounts Receivable	142,901.62	196,579.41
Accounts Receivable - Other	0.00	95,269.73
Grants Receivable - State	0.00	64,805.25
Grants Receivable - Federal	142,901.62	356,654.39
Total Accounts Receivable	445,258.69	643,919.29
Total Current Assets		
Other Assets		
Deposits & Other Assets		
Prepaid Insurance	8,070.02	7,989.21
Prepaid Insurance - Health, Dental & Vision	20,762.78	12,050.64
Prepaid Bus Passes	100.00	50.00
PrePaid Gas Cards	6,300.00	4,042.32
Deferred Outflows of Resources	63,504.00	63,504.00
Due To/From Other Grants	0.00	695.00
Right of Use Asset	306,026.00	306,026.00
Furniture & Fixtures	224,124.28	224,124.28
Accumulated Depreciation	(202,057.43)	(202,057.43)
Accumulated Depreciation - Right of Use Asset	(36,908.00)	(36,908.00)
Total Deposits & Other Assets	389,921.65	379,516.02
Total Other Assets	389,921.65	379,516.02
Total Assets	**835,180.34**	**1,023,435.31**
Liabilities and Net Assets		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable - Vendors	13,855.06	26,993.66
Accounts Payable - Other	10,813.61	22,573.79
Divvy Credit Card - CS	1,671.26	6,947.97
Total Accounts Payable	26,339.93	56,515.42
Accrued Payroll		
Accrued Wages, Taxes, Fringe Benefits & Fees	67,626.59	105,459.68
PTO Payable	115,702.47	135,179.36
Net Pension Liability	609,531.00	609,531.00
Total Accrued Payroll	792,860.06	850,170.04
Deferred Liabilities		
Deferred Inflows of	509,724.83	509,724.83
Total Deferred Liabilities	509,724.83	509,724.83
Other Current Liabilities		
Entity 100 due to Entity 200	0.00	66.35
Lease Liability-Due in One Year	54,691.00	54,691.00
Total Other Current Liabilities	54,691.00	54,757.35
Total Current Liabilities	1,383,615.82	1,471,167.64
Long Term Liabilities		
Long Term Debt & Other		
Lease Liability - Due in More than One Year	217,102.00	217,102.00
Total Long Term Debt & Other	217,102.00	217,102.00
Total Long Term Liabilities	217,102.00	217,102.00
Total Liabilities	1,600,717.82	1,688,269.64

Career Solutions CLIENT WAIVER LIST **Period:** **7/1/2025** **to** **6/30/2026**

#	CLIENT WF1 ID#	PROGRAM NAME	DATE	DESCRIPTION	CODE *	$ OVER LIMIT	BOARD APPROVAL DATE
16	202264305	Bluestem	5/13/2026	Rent/Mortgage	07	$226.42 over limit	
17	101844420	WIOA Adult	5/21/2026	Gas, Cab/Bus Fare	05	$100 over limit	
18	101142912	WIOA Adult	5/26/2026	Rent/Mortgage	07	onths over limit & $690 over limit amount	

Contract Between Career Solutions and Granite City Counseling (Program of Catholic Charities)

This Contract between Career Solutions hereinafter referred to as Career Solutions and Granite City Counseling (program of Catholic Charities), hereinafter referred to as "Provider," specifies the rights and obligations of the parties with respect to the subject matter contained herein. Career Solutions and the Provider are hereinafter collective referred to as the "parties."

The Conditions of this Contract are as follows:

I. GENERAL CONRACT CONDITIONS

A. Duration: This Contract shall be effective July 1, 2026, until June 30, 2029. This agreement shall terminate upon the expiration date of June 30, 2029, with the option to renew for one additional year, providing that Career Solutions is satisfied with the services and any proposed rate changes by the provider. Unless otherwise noted herein, all contractual responsibilities, of either party, created by this Agreement are terminated upon the above mentioned expiration date.

B. Termination: Career Solutions may terminate this Contract at any time, for any reason upon 30 days' notice to Provider.

C. Assignment: Provider may not assign any duties or obligations incurred, or benefits to which it is entitled, under this Contract without the prior written consent of Career Solutions. Career Solutions shall, at all times, have the right to transfer or assign any of its duties and responsibilities under this Contract to any third party.

D. Independent Contractor: Provider shall, at all times, be considered an independent Contractor of Career Solutions. Career Solutions assumes no liability for actions or omissions of Provider, its officers or employees. No officer, employee, or agent of Provider shall be considered an officer, employee or agent of Career Solutions for any purpose.

E. Choice of Law and Venue: This Contract shall be governed by the laws of the State of Minnesota. The parties agree that all actions or proceedings arising in connection with this Contract shall be tried and litigated exclusively in the State and Federal courts located in the County of Stearns, State of Minnesota.

F. Severability: If any portion of this Contract is found to be unenforceable, unconscionable, invalid or illegal, or is in any other way vacated, all other portions of this Agreement shall remain in full force and effect.

G. Successors in Interest: This Contract shall bind all successors in interest to Provider.

H. Data Privacy: Provider hereby recognizes that during the course of performance of its duties under this Contract, it may receive, acquire, have access to, or be exposed to

"Government Data" as that term is used in the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 ("GDPA"). Provider hereby agrees that it must meet the requirements of the GDPA as a contracting party under Minn. Stat. § 13.05, subdivision 6. Provider agrees that it will collect, distribute, publish, maintain and store any Government Data only in accordance with the provisions of the GDPA. Provider's obligation under this paragraph survives the termination of this agreement.

I. Hold Harmless: Provider agrees to hold harmless, defend and indemnify Career Solutions and its agents and employees from and against all claims, damage, including actual damages, future damages, and punitive damages, losses and expenses including attorney's fees to the extent caused by its negligence, gross negligence, recklessness or intentional acts, or omissions or willful misconduct or breach of this Agreement.

II. PROVIDER SERVICES AND FEES

A. Provider agrees to provide the following services at the rates indicated below:

Individual Counseling which focuses on the individual's successful transition from job loss to training and employment and/or identifying the barriers preventing the individual from securing and maintaining successful long-term employment.

The cost for this service will be paid at a rate of $100.00 per hour minus any Medical Assistance, insurance or other source of reimbursement. If the client is not eligible for any other source of reimbursement, the cost of the individual counseling will be paid in full by Career Solutions.

B. Personnel:

The provider agrees to provide, and supervise, all personnel necessary for it to carry out said services, which may or may not include instructional, clerical, legal, accounting, custodial and managerial personnel, and Provider will assume all labor and other contractual obligations incidental thereto, including the acquisition of workers compensation insurance.

The provider, its officers, directors, employees and agents, shall abide by all federal, state and local laws with respect to its employees.

The provider, its officers, employees and agents will not discriminate against any employee, applicant for employment, student or member of the public because of race, creed, color, religion, sex, age, disability or national origin.

If any personnel or employees of Provider necessary to its provision of the services under this Contract are required by the United States government, the State of Minnesota, any political subdivision thereof or Career Solutions, to hold any license related to the services they provide under this Contract, or to pass a criminal

background check, Provider shall verify that the personnel or employee holds the required license and has passed the criminal background check prior to the first date on which that employee provides any services under this Contract.

C. Insurance / Compliance

Provider shall maintain the following insurance during the entire term of this Contract, naming Career Solutions as an additional insured: Liability insurance with a minimum of $1,500,000 in aggregate. Provider will also maintain compliance with Minnesota Workers' Compensation Insurance coverage.

The insurance company shall deliver to Career Solutions, certificates of all insurance required, signed by an authorized representative and stating that all provisions of the specified requirements are satisfied. Provider's insurance policy and certificates shall not be canceled or its conditions altered in any manner without ten (10) days prior written notice to Career Solutions.

Provider will submit to Career Solutions a copy of the current certification of compliance from the Minnesota Commissioner of Human Rights.

Provider will submit to Career Solutions a signed statement that no funds received from Career Solutions will be used by the Provider for political lobbying.

D. Monitoring & Reporting:

Provider will be subject to an annual monitoring visit as a requirement of this contract with Career Solutions.

III. CONTRACT BILLING & PAYMENT:

The Provider will submit to Career Solutions all invoices for services within 30 days of the last day of the month in which services have been provided.

The monthly billing will identify each client who received services during the month along with the name of the referring Career Solutions Career Planner, type of service received from the Provider, contact hour(s) and hourly rate for service.

Career Solutions reserves the right to refuse payment for services which it, in its sole discretion, deems to be untimely, performed in an unprofessional manner, or otherwise unacceptable. In the event of a dispute over payment, regardless of whether that dispute is mediated, arbitrated, settled, litigated, or otherwise resolved, SBETC shall not be liable for any interest accruing during the period of dispute.

IV. FINAL AGREEMENT

This Contract contains the entire agreement between the parties. No representations were made or relied upon by either party, other than those expressly set forth herein. This Contract preempts any other representations or

communications to or from either party with respect to the subject matter contained herein.

Any alterations, variations, modifications or waivers of the provisions of the Contract shall only be valid when reduced to writing, and signed by authorized representatives of Provider and Career Solutions.

IN WITNESS WHEREOF, the parties hereto have executed this Contract.

Granite City Counseling / Catholic Charities

By: _____ Date: _____

Career Solutions

By: _____ Date: _____
Jeff Bertram, Chair
Career Solutions Joint Powers Board

Contract Between Career Solutions and Lutheran Social Services of Minnesota

This Contract between Career Solutions hereinafter referred to as Career Solutions and Lutheran Social Services of Minnesota, hereinafter referred to as "Provider," specifies the rights and obligations of the parties with respect to the subject matter contained herein. Career Solutions and the Provider are hereinafter collective referred to as the "parties."

The Conditions of this Contract are as follows:

I. GENERAL CONRACT CONDITIONS

A. Duration: This Contract shall be effective July 1, 2026, until June 30, 2029. This agreement shall terminate upon the expiration date of June 30, 2029, with the option to renew for one additional year, providing that Career Solutions is satisfied with the services and any proposed rate changes by the provider. Unless otherwise noted herein, all contractual responsibilities, of either party, created by this Agreement are terminated upon the above mentioned expiration date.

B. Termination: Career Solutions may terminate this Contract at any time, for any reason upon 30 days' notice to Provider.

C. Assignment: Provider may not assign any duties or obligations incurred, or benefits to which it is entitled, under this Contract without the prior written consent of Career Solutions. Career Solutions shall, at all times, have the right to transfer or assign any of its duties and responsibilities under this Contract to any third party.

D. Independent Contractor: Provider shall, at all times, be considered an independent Contractor of Career Solutions. Career Solutions assumes no liability for actions or omissions of Provider, its officers or employees. No officer, employee, or agent of Provider shall be considered an officer, employee or agent of Career Solutions for any purpose.

E. Choice of Law and Venue: This Contract shall be governed by the laws of the State of Minnesota. The parties agree that all actions or proceedings arising in connection with this Contract shall be tried and litigated exclusively in the State and Federal courts located in the County of Stearns, State of Minnesota.

F. Severability: If any portion of this Contract is found to be unenforceable, unconscionable, invalid or illegal, or is in any other way vacated, all other portions of this Agreement shall remain in full force and effect.

G. Successors in Interest: This Contract shall bind all successors in interest to Provider.

H. Data Privacy: Provider hereby recognizes that during the course of performance of its duties under this Contract, it may receive, acquire, have access to, or be exposed to

"Government Data" as that term is used in the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 ("GDPA"). Provider hereby agrees that it must meet the requirements of the GDPA as a contracting party under Minn. Stat. § 13.05, subdivision 6. Provider agrees that it will collect, distribute, publish, maintain and store any Government Data only in accordance with the provisions of the GDPA. Provider's obligation under this paragraph survives the termination of this agreement.

I. **Hold Harmless:** Provider agrees to hold harmless, defend and indemnify Career Solutions and its agents and employees from and against all claims, damage, including actual damages, future damages, and punitive damages, losses and expenses including attorney's fees to the extent caused by its negligence, gross negligence, recklessness or intentional acts, or omissions or willful misconduct or breach of this Agreement.

II. PROVIDER SERVICES AND FEES

A. Provider agrees to provide the following services at the rates indicated below:

Individual Financial Counseling: Includes but may not be limited to budget counseling & education, debt management plans, housing counseling/foreclosure prevention, reverse mortgage counseling and credit report reading service. The cost for this service is $150.00 per hour.

Money Management Group Workshop: Money Management Workshop will be scheduled and located in coordination with and according to Career Solutions. The rate for each workshop is $650.00.

B. Personnel:

The provider agrees to provide, and supervise, all personnel necessary for it to carry out said services, which may or may not include instructional, clerical, legal, accounting, custodial and managerial personnel, and Provider will assume all labor and other contractual obligations incidental thereto, including the acquisition of workers compensation insurance.

The provider, its officers, directors, employees and agents, shall abide by all federal, state and local laws with respect to its employees.

The provider, its officers, employees and agents will not discriminate against any employee, applicant for employment, student or member of the public because of race, creed, color, religion, sex, age, disability or national origin.

If any personnel or employees of Provider necessary to its provision of the services under this Contract are required by the United States government, the State of Minnesota, any political subdivision thereof or Career Solutions, to hold any license related to the services they provide under this Contract, or to pass a criminal

background check, Provider shall verify that the personnel or employee holds the required license and has passed the criminal background check prior to the first date on which that employee provides any services under this Contract.

C. Insurance / Compliance

Provider shall maintain the following insurance during the entire term of this Contract, naming Career Solutions as an additional insured: Liability insurance with a minimum of $1,500,000 in aggregate. Provider will also maintain compliance with Minnesota Workers' Compensation Insurance coverage.

The insurance company shall deliver to Career Solutions, certificates of all insurance required, signed by an authorized representative and stating that all provisions of the specified requirements are satisfied. Provider's insurance policy and certificates shall not be canceled or its conditions altered in any manner without ten (10) days prior written notice to Career Solutions.

Provider will submit to Career Solutions a copy of the current certification of compliance from the Minnesota Commissioner of Human Rights.

Provider will submit to Career Solutions a signed statement that no funds received from Career Solutions will be used by the Provider for political lobbying.

D. Monitoring & Reporting:

Provider will be subject to an annual monitoring visit as a requirement of this contract with Career Solutions.

III. CONTRACT BILLING & PAYMENT:

The Provider will submit to Career Solutions all invoices for services within 30 days of the last day of the month in which services have been provided.

The monthly billing will identify each client who received services during the month along with the name of the referring Career Solutions Career Planner, type of service received from the Provider, contact hour(s) and hourly rate for service.

Career Solutions reserves the right to refuse payment for services which it, in its sole discretion, deems to be untimely, performed in an unprofessional manner, or otherwise unacceptable. In the event of a dispute over payment, regardless of whether that dispute is mediated, arbitrated, settled, litigated, or otherwise resolved, SBETC shall not be liable for any interest accruing during the period of dispute.

IV. FINAL AGREEMENT

This Contract contains the entire agreement between the parties. No representations were made or relied upon by either party, other than those expressly set forth herein. This Contract preempts any other representations or

communications to or from either party with respect to the subject matter contained herein.

Any alterations, variations, modifications or waivers of the provisions of the Contract shall only be valid when reduced to writing, and signed by authorized representatives of Provider and Career Solutions.

IN WITNESS WHEREOF, the parties hereto have executed this Contract.

Lutheran Social Services of Minnesota

By: _____ Date: _____

Career Solutions

By: _____ Date: _____
Jeff Bertram, Chair
Career Solutions Joint Powers Board

From: Danelle Montury <danelle.montury@isd742.org>
Sent: Tuesday, May 26, 2026 2:51 PM
To: Nour Mohamed <Nour.Mohamed@csjobs.org>
Subject: Re: No Quarryview Wednesday 27th

Hi Nour,

[redacted]

I will be stepping down as supervisor after July 31, but please reach out to Shannon Aversion to see how we can better partner next year! We will also have someone helping with referrals, Michon Kubat, so feel free to touch base with her.
Enjoy your summer!

Thanks much!
Danelle
"If you are not willing to learn, no one can help you. If you are determined to learn, no one can stop you." - Zig Ziglar
Danelle Montury
Adult Education Supervisor
Central MN Consortium
Quarryview Education Center
800 7th St. S. Waite Park, MN 56387
320-370-8226
danelle.montury@isd742.org

Hello Kari,

I hope you're doing well. After some reflection, I've realized that I'm not able to serve the Workforce Development Board as effectively as the role deserves. Ongoing scheduling conflicts have made it difficult for me to fully participate in meetings and contribute in the way I had intended.

With that in mind, I would like to formally submit my resignation from the board. I'm grateful for the opportunity to have been involved and appreciate the work the board is doing.

Please let me know if there are any next steps I should take.

Thank you,

Meghan Woods Lehrer
Vice President of Human Resources
320-774-2600
Mwoods_lehrer@bernicks.com
www.bernicks.com

Hi Kari,

Who can I talk with about changing out who is on the board? My work continues to keep me unavailable to attend these meetings, however, I feel a CentraCare presence is important. My workforce development manager, Christa Martin, would be good to take my place as she can be a strong partner with the board.

Thanks
Adam

Adam Genereux | Senior Director, Talent Solutions
P: 320-251-2700, ext. 57065
F: 320-656-7022
CentraCare.com

CentraCare™

Agenda Cover Sheet:
Spanier Bus Service, Inc.

Meeting Date: June 18, 2026

Agenda Item: Contract with Spanier Bus Service, Inc. for 2026 CareerOne Summer Youth Program transportation services.

Background Information: The 2026 Summer Youth CareerOne Program will run from 22 June through 14 August 2026. The service in this contract includes the transportation of youth to and from the program, located at SCTCC well as to and from their field trips.

Career Solutions contracted with Spanier Bus Service, Inc. for the 2026 Summer Youth Program. Spanier has consistently provided excellent services as indicated by staff feedback.

Spanier Bus Service, Inc.:

Option A	$ 263 / Bus / Day (Minimum Bus Charge)
Option B	$ 2.65 / Mile
	$ 33.00 / Driver / Hour

Vendor would use the greater of these two rates, either miles per hour plus the driver rate or the flat hourly rate.

Fiscal Impact:

- **Budgeted Expense:** Yes
- **Funding Source:** Minnesota Youth Program, CentraCare and United Way funding.

Attorney reviewed or attorney boilerplate format used: Yes

Action Requested:
Approval of the transportation contract with Spanier Bus Service, Inc. to provide services for the 2026 Summer Youth CareerOne Program. This contract is contingent upon approval of appropriate funding.

Transportation Contract Between
Career Solutions and Spanier Bus Service, Inc.

Contract between Career Solutions and Spanier Bus Service, Inc., hereinafter referred to as "Provider", specifies the rights and obligation of the parties with respect to the transportation of participants (students) in the Career Solutions Summer Youth CareerOne Program.

The Conditions are as follows:

I. GENERAL CONTRACT CONDITIONS

A. Duration: This agreement shall be effective 22 June through 14 August 2026. This agreement shall terminate upon the expiration date of 14 August unless otherwise notified in writing by Career Solutions. All services within this contract are contingent upon Career Solutions receiving appropriate funding.

B. Termination: If Provider (1) is guilty of a substantial violation of any provision of the agreement; (2) fails to promptly pay employees or obligations incidental to proper performance of the agreement; (3) persistently disregards or permits disregard by employees of laws, ordinance or instructions of Career Solutions, then Career Solutions may, at its option terminate the agreement without further obligation on the part of the Career Solutions to Provider except for expenses incurred previous to the termination. In the event Career Solutions believes any action or non-action of Provider represents an immediate safety threat, Career Solutions may suspend service for so long a period as Career Solutions deems necessary.

C. Assignment: This agreement or any part thereof may not be assigned by Provider without the prior written consent of Career Solutions.

D. Independent Contractor
Provider shall at all times be considered an independent contractor of Career Solutions. Career Solutions assumes no liability for actions or omissions of Provider, its officers or employees. No officer, employee, or agent of Provider shall be considered an officer, employee or agent of Career Solutions for any purpose.

E. Choice of Law and Venue
This Contract shall be governed by the laws of the State of Minnesota. The parties agree that all actions or proceedings arising in connection with this

Contract shall be tried and litigated exclusively in the State and Federal courts located in the County of Stearns, State of Minnesota.

F. Severability

If any portion of this Contract is found to be unenforceable, unconscionable, invalid or illegal, or is in any way vacated, all other portions of this Agreement shall remain in full force and effect.

G. Successors in Interest

This contract shall bind all successors in interest to Provider.

H. Data Privacy

Provider hereby recognizes that during the course of performance of its duties under this Contract, it may receive, acquire, have access to, or be exposed to "Government Data" as that term is used in the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 ("GDPA"). Provider hereby agrees that it must meet the requirements of the GDPA as a contracting party under Minn. Stat. 13.05, subdivision 6. Provider agrees that it will collect, distribute, publish, maintain and store any Government Data only in accordance with the provisions of the GDPA. Provider's obligation under this paragraph survives the termination of this agreement.

I. Hold Harmless

Provider agrees to hold harmless, defend and indemnify Career Solutions and its agents and employees from and against all claims, damage, including actual damages, future damages, and punitive damages, losses and expenses including attorney's fees to the extent caused by its negligence, gross negligence, recklessness or intentional acts, or omissions or willful misconduct or breach of this Contract.

II. DESCRIPTION OF TRANSIT SERVICE

Provider shall provide the following transportation services for Career Solutions Summer Youth Program for up to 180 youth ages 14 – 17 from 22 June through 14 August 2026.

- Transportation of Summer Youth Program participants to and from limited sites within the Stearns and Benton County area to St. Cloud Technical and Community College. Youth must be dropped off at the SCTCC by 8:00 AM and depart from SCTCC at 3:30 PM daily. Specific sites and routes will be identified by Career Solutions staff.

- Transportation of youth participants from to various field trips during the program.
- Transportation provider must be able to provide handicap accessible transportation if necessary.

III. SERVICES TO BE PROVIDED BY THE PROVIDER

A. Management:

1. General: Provider shall provide the managerial services as usual and customary for the sound and efficient operation of student transportation which shall include, without limitation, the following services:

a. General Operations
b. Safety, driving dispatching and public/student relations training.
c. Equipment Maintenance.
d. Daily interior cleaning and weekly washing of the buses.
e. Office and garage accommodations.
f. Dispatching services.
g. Labor/employee relations and personnel management.
h. Performance and recording of daily bus preventive maintenance check.
i. Comply with drug/alcohol testing requirements as required by FTA or MnDOT.

2. Manager: Provider shall act as or furnish a manager, at the expense of Provider, who shall assume active management of the transportation of students.

3. Personnel: Provider shall furnish qualified, licensed and responsible drivers necessary for the safe operation of buses used in providing service, and shall furnish all other personnel necessary for continued operation of the service, which may include but is not limited to, dispatching, maintenance, cleaning and washing, operations and maintenance, accounting, legal, clerical and managerial personnel, and Provider will assume all labor and other contractual obligations incidental thereto.

It is specifically understood that all personnel furnished by Provider in connection with the performance of services shall be and remain the employees of Provider. Provider shall pay all wages, salaries, fringe benefits, social security taxes, worker's compensation and unemployment

compensation or other contributions as required by law. Provider shall be considered an independent contractor as the term is used under the laws of the State of Minnesota.

Provider shall abide by all federal, state and local laws with respect to its employees.

Provider, its officers, employees and agents will not discriminate against any employee, applicant for employment, student or member of the public because of race, creed, color, religion, sex, age or national origin.

All Drivers Shall:

a. Hold a current Minnesota Commercial Driver's License appropriate for the size of the bus being driven.
b. Be able to speak the English language.
c. Have knowledge of streets and major activity centers in Stearns and Benton Counties.
d. Have knowledge and ability to perform preventive maintenance checks.
e. Keep simple records and make reports.
f. Be neat in appearance.
g. Deal courteously and effectively with program participants and the public and report any problems or concerns with participants to their supervisor immediately.
h. Be informed that they are responsible for the lives of the passengers.
i. Have driven a motor vehicle or vehicles at least 10,000 miles prior to employment.
j. Pass a general physical examination, cost to be provided by Provider or driver.
k. Have a police check and motor vehicle record check.
l. Be solely responsible for the supervision of students in route.

Anyone convicted within five (5) years prior to employment of (a) a crime involving harm to a person or (b) driving while under the influence of drugs or intoxication or non-intoxicating malt beverages or (c) careless or reckless driving, shall not be considered for employments. Each driver shall be properly trained and licensed and be physically, mentally and legally qualified to operate the vehicle and to assist passengers. No person shall drive a transit vehicle without this certification. Provider shall not permit a driver to drive if the driver has consumed intoxicating liquor or non-intoxicating liquor or non-intoxicating malt beverages or a drug within eight hours prior to the time he/she begins driving, or if the driver is

intoxicated or is under the influence of a drug which would influence driving ability when he/she is to begin driving.

B. Maintenance: Provider shall maintain buses and related equipment. Provider shall use maintenance standards as recommend by the manufacturer.

C. Fuel: Provider shall provide appropriate fuel for the vehicles.

D. Insurance/Compliance:

1. Provider shall maintain the following insurance during the entire term of this Agreement**, naming Career Solutions as an additional insured:** for each accident, a total of $5,000,000, combined single limit for bodily injury, personal injury, and property damages liability; the minimum personal injury protection (Minnesota no-fault) as required by law; and uninsured and underinsured motorist insurance at a minimum of $100,000 liability each accident. The specified coverage is for the protection and benefit of Career Solutions and the Provider.

2. The insurance company shall deliver to Career Solutions, certificates of all insurance required, signed by an authorized representative and stating that all provisions of the specified requirements are satisfied. Provider's insurance policy and certificates shall not be canceled or its conditions altered in any manner without ten (10) days prior written notice to Career Solutions.

3. Provider will submit to Career Solutions a copy of the current certification of compliance from the Minnesota Commissioner of Human Rights.

4. Provider will submit a signed statement that no funds received from Career Solutions will be used by the Provider for political lobbying.

IV. SERVICE RATES, BILLING PROCESS, DISPUTE RESOLUTION:

A. Service Rates:

Option A: St. Cloud Area:

- $263 / Bus / Day. (Minimum Bus Charge.)

Option B: Sauk Centre/Melrose/Paynesville Area:

- $2.65 per mile
- $33.00 per Hour.

Option C: Activity Trips:

- $2.65 per Mile
- $33.00 per Hour

The Provider would apply the greater of these two rates, either the miles per hour plus the driver hourly rate or the flat hourly rate.

B. Billing Process:

The Provider will submit, to the attention of the Career Solutions Development Director, all monthly invoices to Career Solutions within 30 days of the last day of the month in which services are provided, which are to be paid within 30 days of receipt.

C. Dispute Resolution:

In the event of a dispute over payment, regardless of whether that dispute is mediated, arbitrated, settled, litigated, or otherwise resolved, Career Solutions shall not be liable for any interest accruing during the period of dispute.

V. FINAL AGREEMENT

This Contract is the final expression of the agreement of the parties and shall supersede all prior negotiations, understandings or agreements.

Any alterations, variations, modifications or waivers of the provisions of the Contract shall only be valid when reduced to writing, and signed by authorized representatives of Provider and Career Solutions.

Spanier Bus Service, Inc.

By:_____JP Milller____ Date: __6/9/2026____

Its: Service Center Manager

Career Solutions

By:_____ Date: _____
Jeff Bertram, Chair
Career Solutions Joint Powers Board

RENTAL AGREEMENT
ISD 743 PUBLIC SCHOOL FACILITIES, SAUK CENTRE, MN

Independent School District 743, Sauk Centre, Minnesota, hereby agrees to rent facilities to:

Career Solutions (organization, firm, individual(s)) Address 1542 Northway Dr., St. Cloud, MN 56303

Person responsible and telephone no. Jacob Kaduk 320-308-5705. Jacob.Kaduk@CSJobs.org

Facility: Cafeteria, Senior High Room 14

Date(s): July 27 – August 7, 2026 (Monday-Friday), July 14- 2:00-3:30 (Room 14)

Beginning/Ending Time: 8 a.m. – 3:30 p.m. Setup Time: 7:30 a.m.

The undersigned, by his/her signature, signifies full awareness of the following criteria, and agrees to abide by stipulations contained therein:

1. The school and/or its employees shall assume no liability for accidents or damages.
2. The school will make the facility available upon the dates and times listed, subject to prior cancellation as indicated elsewhere.
3. The school district will furnish essential custodial and/or kitchen staff services as required.
4. The renter agrees to pay for any and all damages which might occur to school property.
5. The renter agrees to pay for any and all school property which might be lost or stolen during the rental time, or immediately before or after.
6. If the use of the facility is to be cancelled by the renter, the renter will notify the Community Education Office at least twenty-four (24) hours before the rental would normally begin.
7. The school district has priority in the use of facilities. In case the school should exercise its priority, the renter will be notified at least five (5) hours in advance. Further in the ease of circumstances beyond the control of the District; including but not limited to, acts of God, weather, natural disaster, terrorism, the right is reserved to alter or cancel this agreement with NO liability to the District.
8. The renter understands that smoking is prohibited on school property.
9. The renter understands that the use of alcohol beverage, open flames, guns, knives, weapons and any other hazardous materials of any description is prohibited on school property.
10. No homemade food/drink may be brought into the school/property for resale. No food or drink allowed in the Auditorium or entrance of the Auditorium.
11. Facility rent does not include educational materials i.e. electronic equipment, balls, etc.
12. Renter understands the responsibility of supervision of the facility area being used.
13. A certificate of liability insurance with Sauk Centre Public Schools named as certificate holder is required before date of rental.

Date of Certificate of Insurance Provided: Expires 1-1-27

Rental Fee: N/C

Approved _____
Community Education Director

Custodial Fee: _____

Date 6/3/2026

Other Fees: _____

Total N/C

Renter _____
(Signature or renter or renter's agent)

Date _____

Keep one copy for your file. **Please sign and return this form** to
Sauk Centre High School Activities Office, 933 State Road, Sauk Centre, MN 56378

Agenda Cover Sheet:
Additional Storage Unit / Rental Agreement

Agenda Items:

Career Solutions has an offsite storage unit (10x30) with JK Storage in Sartell to maintain file storage according to the Record Retentions policy. With a significant reduction in leased office space at St. Cloud Technical and Community College, Career Solutions moved seasonal items and office equipment (i.e. cubicle walls) to this storage unit.

Also, with the CareerONE Program expanding, additional supplies are needed to support the growth of the program. Once the program is completed in August 2026, additional storage space will be needed. We are requesting the board approve a 2nd smaller storage unit (10x15).

Financial Impact:

10x15 storage unit costs $104/month.

Action Requested:

Request board approval to rent additional storage unit (size 10x15) for $104/month.

Storage Rental Agreement - JK Self Storage - Sartell South

Prepared for:

Created by: JK Self Storage

This storage unit lease agreement has been entered into on DATE by and between the parties of JK Real Estate LLC, doing business as JK SELF STORAGE at the facility (Lessor) and (Lessee) the parties are in agreement of the following:

Rented unit
Lessor hereby grants Lessee use of the following storage unit, pursuant to the terms of this storage rental agreement:
Facility Name: JK Self Storage - Sartell South
Facility Address:111 Evergreen Drive, Sartell MN 56377
Unit Number:
Unit Description: 10.00X20.00 feet
Move-in Date:

Terms and Conditions

Terms
The Lessor agrees to lease the storage located at 111 Evergreen Drive, Sartell MN 56377, on a month-to-month, automatic renewal basis, beginning on DATE, until terminated or revised. This storage rental agreement shall remain in full effect until canceled by either party. This lease shall be subject to the jurisdiction of Minnesota.Furthermore, both parties agree to seek mediation prior to any legal proceedings taking place.

Rent and fees
The Lessee shall pay a non-refundable move-in/administrative fee of $30.00 due upon signing. This move-in fee is for initial set-up, preparation costs, lock provided and other move-in associated fees for the rental of a new storage unit. The Lessee will pay a regular monthly fee of $$$ for the advance rental of the property due on the 1st of each month.In the event the Lessor does not receive rent for a given month within 10 days of the payment's due date, the Lessee will be charged a late fee of $35. In the event that the Lessor does not receive rent for a given month within 30 days, the Lessee will lose gate access. Gate access can be regained by paying account in full through website or office. In the event that Lessor does not receive rent for a given month within 60 days, the Lessee will lose access to their unit and the unit will be overlocked. Gate & unit access can be regained by paying account in full through office. The account will continue to incur monthly rental fees & late fees until the beginning of the lien process. In the event that a Lessor does not receive rent for a given month within 75 days, the lien process will begin and associated lien fees of $225 & certified mailing fees starting at $20 will be assessed to the account. If a partial payment is made, JK Self Storage waives none of its rights and may continue all lien enforcement proceedings to their conclusion unless all past due charges are paid. In the event that the terms of this rental agreement are breached, the Lesser shall pay the Lessor all other costs and expenses incurred by the Lessor arising out of or related in any manner to the breach of contract, including, but not

limited to, cleaning/removal/disposal/labor fees, legal fees. In the event of a returned check, the Lessee shall pay a return check fee. In the event that a Lessee loses the keys to their lock and/or

needs their lock to be opened/cut, a cut lock fee of $25 will be assessed to the account. If a lock needs to be replaced, a lock fee of $25 will be assessed. Upon payment of any funds the Lessor will provide a receipt of payment, upon request. Payment can be made using credit card, cash, check and/or money order. If you fail to make your required payments, your account will enter the lien process and your property may later be sold at a public sale and/or you will be required to vacate the storage unit. Before such sale, you will be notified by certified first-class mail of the total amount due. The notice will be mailed to your last known address. In order to preserve your right to be notified, it is important that you notify the office of any change in your mailing address. On the 75th day of default of payments, Lessor may enforce lien on the personal property stored in the storage unit for all charges connected with the unit. Lessor may open locks on Lessee storage unit and may remove any and all personal property located within said unit for the purpose of selling/auction. Any and all items not sold at a public sale will then be disposed of and/or destroyed by Lessor. Any fees associated with the cleaning/disposal (cleaning/removal fees start at $250) of personal property will be assessed to the Lessee account. If Lessee or persons associated with the Lessee are found littering on the property, Lessee will be subject to a penalty fee minimum of $100.

Use of premises

The Lessee shall use the storage unit for storage purposes only and will not store live animals or perishable goods inside the premises. The Lessee acknowledges that the unit is not to be used as a dwelling or for any purposes other than storage of property. The storage unit shall not to be used for activities that include exhibition, rehearsal space, for an audience, or any other activity that is not related to storage of property. The storage unit shall not be used for activities which produce or release prohibited materials (animal feed/seed, explosives, highly flammable/combustible, dangerous, hazardous/toxic materials or substances - noxious smelling items that emit a gas or odor when exposed to air or moisture, illegal substances, or substances for any unlawful purpose of any kind. Accordingly, the Lessee will not sublet the unit to renters. The Lessee may not store anything outside the secure storage unit/facility provided. Illegal activities and items are prohibited on the premises at all times. The property inside the unit is the sole responsibility of the Lessee. The Lessor does not assume or imply responsibility for the Lessee’s property at any time. Upon cancellation of this storage rental agreement, the Lessee shall remove all property from the unit being rented by the last day of the month. Any property remaining in the unit past that time shall be subject to cleaning/removal fees and become the property of the Lessor. The Lessor will hold no liability for any damages that may incur from the items being stored on the property.

Maintenance & Unit Access

The Lessee will keep the unit and surrounding area in a clean and well-kept condition at all times during this storage rental agreement. The Lessee agrees that Lessor and Lessor's agents and other representatives including police and fire departments and other governmental authorities shall have the right to enter into an upon the Premises, or any part thereof, at all reasonable hours for the purpose of examining the same, or making such repairs or alterations therein and taking such action as may be necessary for the safety and preservation thereof and to secure compliance with applicable law. Should periodic maintenance or repairs be necessary, the Lessor agrees to notify the Lessee about making such repairs. Lessee is advised that Lessor may use chemicals at the facility including around the facility for pest control. For this reason, no pets are allowed. Lessee is solely responsible for arranging, setting and monitoring and disposing of any pest control devices within the storage unit. Lessee is advised to provide, set, maintain and regularly remove, if necessary, any insect or rodent attractant repellent/trap devices that the Lessee deems necessary to protect its personal property from loss or damage due to insect or

rodent presence. The only pest control provided by the Lessor, if any, is in common areas of the facility.

Snow Removal
Lessor, in the event of snow, clears the common drives and parking lots. Any snow or ice in front of the storage unit is Lessee's responsibility to remove.

Vehicle Storage/Parking
Any vehicle/trailer (any item of personal property required to be registered/licensed with Department of Revenue) must be registered, maintain a current license, and insured for this rental agreement. All vehicles must be operational with no leaking of fluids. Lessee is responsible for any damage to storage property, as well as to other Lessee's property, including damage from leaking fuel, oil, fluids or acids. Vehicles must be stored in their entirety, no motors or sections of vehicles may be stored. Lessee is responsible for all costs associated with repair or removal of non-operational vehicles in the parking space. Any changes in vehicles being parked must be reported to the office and vehicle information obtained. If utilizing an outdoor parking space, vehicle must be parked in the center of the assigned parking space. Please use a hitch lock to secure your trailer & place a wood piece under tongue/trailer jack. If a vehicle is not parked in the assigned space, the Lessee will be notified that they have 24 hours to vacate the incorrect space. If the vehicle is not removed, Lessor will have the vehicle towed at the Lessee's expense. In the event that rent becomes delinquent 60 days, the vehicle will be towed at owners expense.

Lights & Electricity (if available in unit)
Lights & electricity may be available for use in designated storage units. Lights are on a timer switch. Electric outlets are available for items such as battery chargers & other minimal draw items. Items such as electric heaters, appliances, large electricity-draw tools and excessive use of electricity is not allowed. Over & above the general use of electricity without approval constitutes default under this rental agreement and Lessor may retroactively add a monthly assessment for each month the unit has been occupied by Lessee. Lessor is not liable for any damages which occur as a result of the Lesse's use of electricity including disconnection of electricity, outages, or surges which may cause damage to Lesse's personal property.

Security, liability and insurance
The Lessee understands there will be no provided security for the storage unit, and all property stored will be under the sole liability of the Lessee. The Lessor will not be responsible for any loss or damages that may incur from the storage of property. The Lessee acknowledges that proper storage of items, including storing items using plastic containers & elevating items off the floor, is essential for protecting personal property. The Lessee agrees, at their sole expense, to maintain insurance on all personal property stored in the storage unit with actual cash value coverage against all perils,without exception. Lesser's failure to maintain such insurance shall represent an event of default under the rental agreement and shall mean that the Lesser shall assume all risk of loss or damage that would have been covered by insurance. Information about insurance written specifically for self-storage is available on the website and can be paid with monthly rent.

Damages
The Lessee agrees to be held solely responsible for any damages to the rented storage unit beyond normal wear and tear, as defined by law. Should damage be discovered, the Lessee agrees to pay for such damages prior to retrieving their property from the storage unit.

Rules and regulations

The Lessee must agree to the following rules while using the storage unit:
1. The storage unit must be vacated on or before the day the Agreement is terminated. We require 10 days of notice to move out. Monthly rental rates are not prorated for move-out.

2. The storage unit must be emptied, clean, broom swept, and in good condition on or before the day Agreement is terminated. If not emptied & cleaned, Lessee will be assessed a cleaning/removal fee for full cleaning/removal of unit/items.

3. Facility access hours are 6:00 am to 10:00 pm, 7 days a week.

4. Office hours are 9:00 am to 4:00 pm, Monday through Friday.

5. Lessor will provide 1 lock per door latch to Lessee for each storage unit.

6. Keep us updated about any address changes, phone number changes, email addresses, or payment methods. You may access your personal account on the website, www.JKSelfStorage.com, or call the office to change this personal information.

7. Do not litter. If you are caught littering, you will be subject to a penalty and/or cleaning fee.

Release of lessor's liability for property damage

All personal property stored in the unit by the Lessee will be stored at the Lessee's sole risk. The Lessor and all agents and employees of the Lessor will not be held liable for any loss or damage to any personal property in the unit arising from any cause, including but not limited to: mildew or mold, rodents, insects, explosions, weather - including rain, tornadoes, hurricanes, floods, condensation, criminal mischief, burglary, vandalism, acts of God, power outage, equipment failure.

Lease Privileges
List all other persons who have a secured interest in the items which you will be placing in the space you are leasing. Those listed will have full access rights, including the ability to request account information, security information, and lease termination privileges upon vacating the space. Lien holders not listed but later identified will have information rights.

Alternate Contact/ Emergency Contact:
Name:
Contact number:

Indemnity
The Lessee agrees to indemnify, defend, and hold harmless the Lessor from all demands, claims, actions, or causes of action (including attorney's fees and all related costs) that are brought by others arising out of Lessee's use of the storage unit and common areas.

Termination
Either party may request the termination of this agreement with 10 days prior notice. Notification must be made by contacting the office via phone, email or website.

Change in Terms

All terms of this Agreement, including but without limitation, monthly rental rate, conditions of occupancy and other charges, are subject to change upon thirty (30) days prior written notice to Lessee unless specified in this agreement. If changed, the Lessee may terminate this Agreement on the effective date of the change by giving Lessor written notice to terminate after receiving notice of change. If the Lessee does not give such notice, the change shall become effective and apply to Lesse's occupancy.

Severability
Any article of this storage rental agreement deemed unenforceable, illegal, or unfair by a court of law shall be replaced by an acceptable article accomplishing the same basic goal of protecting both parties and their rights as they relate to this storage rental agreement. If any terms or conditions in this storage rental agreement are found to be unenforceable all remaining terms and conditions will remain in full effect.

Warranty of Information
Lessee warrants all information given in the rental agreement or any application preceding this rental agreement is complete, true and accurate at the time of this rental agreement.

Contact information
Should notice or other contact be necessary, the parties to this agreement may be reached as follows:

Lessor:

JK Self Storage

PO Box 428 Sartell, MN 56377 (320) 240-2893 www.JKSelfStorage.com

Lessee:

Both parties agree to the terms and conditions outlined above in this storage facility agreement.

Signed:

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St. Cloud, MN 56303
320.308.5320
https://CareerSolutionsJobs.org

Limits for Support Services Policy

SUBJECT:
Limits for Support Services

CITES:
Part I: General Administration
7.0 Fiscal Management
7.1, Change 2, Limits for Support Services
Part II: Program Administration
7.1C, Limits for Support Services
Rescind previous policies

REQUIRED ACTION:

Action:	Career Solutions adopts the policies to set program limits on use of support services for all programs.
Action:	Rescind Career Solutions Policy Part II, 7.1B Limits for Support Services
Who:	All Career Solutions employees and sub-grantees
When:	Immediately

WAIVER REQUEST:
A request to waive this local policy with supporting documentation may be submitted to the supervisor for consideration and action.

POLICY AND PROCEDURE
The following policies and procedures are to be followed:

POLICY ON LIMITS FOR CLIENT SUPPORT PER PROGRAM YEAR
In order to pay support services there must be a documented assessment of need (ex. a budget). These limits are combined program support limits. They are in effect for the total support a client receives regardless of multiple program enrollments. Anytime a waiver is needed, there must be a team review with a recommendation to the supervisor. A team review should be done on the activity to determine if it is appropriate and then if the cost of the activity is appropriate.

If the client has obtained employment, which is verified by staff, additional support may be available within program requirements. Youth without a work authorization cannot

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receive support services with direct benefit (vouchers, gift cards, etc.) WIOA Youth-funded support services will be coordinated with other resources and referrals made wherever possible.

Expense	**[1]Staff Limit**	**Waiver Limit**
Gas, Cab/Bus Fare	Up to ~~$200/month~~ $300/month	~~$200+~~ $300+
Car Insurance	6 months	6 months+
Car Payment	1 month	1 month+
Car Repair (Not including tow and diagnostics)	~~$1000~~ $1,500	~~$1000+~~ $1,500+
One estimate at approved vendor. If the client is attending an institution that has training in auto repair, it is recommended that s/he explore having the car repaired through the training program if that is deemed appropriate and timely.		
Tow and/or diagnostic (Counts as one)	1 per year	2nd per year - In emergency situation, 2nd tow can be authorized by Career Planner with waiver to follow immediately.
Car Tabs	1 year	---------
Tools for Employment	$500	$500+
Employment/Work Related Clothing	$300	$300+
Haircuts	$30	$30+
Rent and Mortgage	~~Up to 2 months with a combined $1500 total~~ 1-2 months not to exceed a combined total of $2,500	~~$1500+~~ $2,500+ 2 months+
Hotel/Overnight Stay *for training/exams	Maximum of $150/night(s)	$150+/night
Utilities/Telephone	1 month	1 month+
Moving Expenses (Must be proof of employment at the new location.)	$250	$250+
Health insurance	2 months	2 months+
Eyewear	Public Health Care Limit	Over Public Health Care Limit
Mental Health, Legal or Financial Counseling	Career Solutions vendor contract	Over Career Solutions vendor contract
Child Care	3 months	3 months+
Combination of support from all categories and programs.	~~**$3000**~~ **$4,000**	~~**$3000+**~~ **$4,000+**

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[1]Staff Limit is the amount staff can commit on behalf of a client. Any amount over this limit must be recommended to supervisor for waiver approval.

Support Services Limits are based on a fiscal year (July 1st – June 30th).

Career Planners can approve client vouchers/authorizations up to ~~$250~~$300 and any amount above ~~$250~~$300 requires a Manager/Director signature for approval.

BACKGROUND:
In order to offer consistent and equitable services to clients, a policy on use of client support funds has been developed.

INQUIRIES:
Questions should be directed to Executive Director of Career Solutions at (320) 266-5060.

EFFECTIVE DATE:
~~June 13, 2024~~ Requesting Board Approval on 05/14/2026

EXPIRATION DATE:
Ongoing

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Classroom Training Limitations Policy

SUBJECT
Classroom Training / Books, Supplies & Materials

CITES
Workforce Innovation and Opportunity Act (WIOA)
Career Solutions Policy Manual 6.1A (Rescinded) 6.1B (Rescinded)

REQUIRED ACTION
Action: Adopt the policy
Who: All clients
When: Ongoing

BACKGROUND
To comply with the Workforce Innovation and Opportunity Act (WIOA).

WAIVER REQUEST:
A request to waive this local policy with supporting documentation may be submitted to the supervisor for consideration and action.

POLICY AND PROCEDURE
The following policies and procedures are to be followed:

1. **PRE-REQUISITES TO RECEIVING ASSISTANCE**
   a. Access to long-term classroom training (from 9 to 24 months) is limited to priority group members as defined in the WIOA Local Plan only.

   b. Graduate courses and degrees will be considered in special circumstances when all other options have been considered and do not enable the participant to meet the goals of the program in which they are enrolled. All Prerequisites to Receiving Assistance, Demand Occupations, Funding Limitations, and Client Responsibilities in this policy will apply in this situation. This includes a maximum of $11,000 per fiscal year. In addition, for college graduation, Career Solutions can purchase cap, cord, and gown of up to an additional $75. A budget may be completed to determine the need. Participant will need to comply with all Career Solutions procedures and requirements including, but not limited to, Basic Criteria for Training Programs and document the affordability of attending the program, including ability to fund the additional training costs.

   c. Funding authorization will be based on the Local Workforce Development Board (LWDB) and Career Solutions staff determination on availability of funds, on client documentation of need, and on Career Solutions determination of the

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likelihood of the client to complete the course work and accept training-targeted employment.

d. In order to conserve WIOA Title I funds so that more clients in LWDB defined priority groups and per WIOA law and rule can be served, all those interested in classroom training must apply for financial aid grants through the educational institution they plan to attend. It is the policy that clients in training leverage any and all other community funds available to support training activities as appropriate.

e. Clients must have completed at least one core service as defined and articulated by the Workforce Service Area #17. Provider of that core service must have a standing Memorandum of Understanding with Career Solutions.

f. If Career Solutions is to consider supporting a vocational plan developed through another agency, the client must present a financial plan from that agency to Career Solutions staff prior to having the plan considered for funding through Career Solutions. Clients who are in a defaulted or delinquent status on student loan accounts must work with Career Solutions staff and financial aid to address the default.

g. Clients must demonstrate that the plan can be completed within 24 months of enrollment in classroom training activity and that it leads to a demand occupation.

2. **DEMAND OCCUPATIONS**

a. The vocational goal of the client must be consistent with the aptitude and interests of the client as determined by a review of their work history, aptitude and interest testing, and an interview concentrating on the job goal, willingness to relocate, and wage level needed to support themselves and the family.

b. Training will only be for those programs most likely to lead to successful employment in a demand occupation. Training in demand occupations is defined as training identified in the Career Solutions Integrated LWDB Local Plan, and/or which results in high-growth/high wage jobs and/or jobs in high growth/high wage industries, jobs in high demand, or in jobs with career laddering opportunities. This necessitates the training to support a vocational goal that is based on up-to-date labor market information and projections available through the Department of Employment & Economic Development and other reliable data-timely sources.

c. Information on certified training providers will be available through WSA #17 (Career Solutions) including placement rates and other significant employment related data.

d. Training can only be authorized to be delivered by certified training providers.

3. **FUNDING LIMITATIONS**

a. Rationale - Although Career Solutions acknowledges tuition increases for Minnesota State institutions, legislative changes and reductions in funding have

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prompted Career Solutions to limit funding per student per fiscal year while striving to maintain/increase performance measures mandated by state and federal funds.

b. Funding support for up to the Minnesota State rate for tuition, books and supplies and/or tools for approved classes may be allotted per client contingent upon funds available in the Career Solutions fiscal year. The maximum amount per fiscal year will be up to $11,000.

c. Clients choosing a non-Minnesota State training institution may receive up to the approved Minnesota State cost, for a maximum of $11,000 per fiscal year, for an equivalent training program per client per Career Solutions fiscal year.

d. Work Study will be included in the plans to finance training on an individual basis considering such factors as number and age of participant's children and availability of support system for the family.

e. Funds may cover classroom training expenses that are not covered by financial aid.

4. **CLIENT RESPONSIBILITIES**

a. Clients must demonstrate active participation in the training program as agreed in the training plan by maintaining a grade average of at least a C, by a minimum of monthly contacts with the Career Planner to discuss progress, and by providing copies of quarterly grade reports and other documents as requested to their Career Planner.

b. Clients must begin contact with the school's placement office and Career Solutions Career Planner for job leads at least 60 days before graduation.

c. Clients must agree to attend job search activities, if not employed in their target occupation at graduation, and work with the school placement office until employed in their target occupation. At this point, support services for job seeking are available only to those who follow through. A contract outlining responsibilities of payback options is required if program is not completed.

d. Clients must maintain contact with Career Solutions staff for purposes of job retention and program performance. Contact frequency will be defined at point of employment.

5. **MIS REQUIREMENTS**

a. Changes in activity and client status must be submitted within 5 days of the change and entered within 15 days of the change.

b. Career Planners can approve client vouchers/authorizations up to $250 and any amount above $250 requires a Manager/Director signature for approval.

INQUIRIES

Career Solutions Executive Director

(320) 266-5060

EFFECTIVE DATE
~~August 9, 2023~~ Requesting Board Approval on 05/14/2026

EXPIRATION DATE
Ongoing

WIOA DISLOCATED WORKER PROGRAM

State Fiscal Year 2026/Program Year 2025 Quarter Three Performance Outcomes

PY25 WIOA Dislocated Worker Program Performance through Quarter 3 (July 2025 - March 2026)	Participants	2nd Quarter Employment		Getting a Job Cohort *		4th Quarter Employment		Keeping a Job: Cohort **		2nd Qtr Median Earnings *** (Same cohort as 2nd quarter)		Credential Attainment Rate		Credential Attainment Rate Cohort ****	
	Cohort: July 1, 2025 - March 31, 2026	⬇	⬇	Cohort: Participants Exiting July 1, 2024 - March 31, 2025		⬇	⬇	Cohort: Participants Exiting January 1, 2024 September 30, 2024		⬇	⬇	⬇	⬇	Cohort: Participants Exiting January 1, 2024 - September 30, 2024 who attended training during enrollment	
	TOTAL SERVED	GOAL	ACTUAL OUTCOME	Numerator	Denominator	GOAL	ACTUAL OUTCOME	Numerator	Denominator	GOAL	ACTUAL OUTCOME	GOAL	ACTUAL OUTCOME	Numerator	Denominator
Statewide	**1,034**	**81.0%**	**▲ 86.3%**	**510**	**591**	**80.0%**	**▲ 81.7%**	**450**	**551**	**$12,309**	**▲ $16,046**	**79.7%**	**▲ 83.7%**	**277**	**331**
WDA 01 Inter-County Community Council Inc.	4	82.0%	**▲ 100.0%**	3	3	84.0%	**▲ 100.0%**	5	5	$11,401	■ $8,740	83.1%	**▲ 100.0%**	2	2
WDA 02 Rural MN CEP Inc	109	88.5%	**■ 79.2%**	61	77	88.7%	**■ 80.2%**	65	81	$11,275	▲ $13,530	67.0%	**▲ 78.6%**	22	28
WDA 03 NE MN Office of Job Training	25	81.0%	**▲ 94.3%**	82	87	81.7%	**■ 76.2%**	32	42	$12,309	▲ $15,708	75.0%	**▲ 94.4%**	34	36
WDA 04 City of Duluth	13	88.7%	**▲ 100.0%**	7	7	86.0%	**▲ 87.1%**	27	31	$13,500	▲ $24,495	85.0%	**■ 83.3%**	20	24
WDA 05 Central MN Jobs and Training	88	81.0%	**▲ 88.9%**	32	36	82.0%	**■ 74.2%**	23	31	$9,000	▲ $14,678	79.7%	**▲ 100.0%**	23	23
WDA 06 SW MN PIC Inc	12	81.0%	**■ 66.7%**	2	3	80.0%	**▲ 100.0%**	3	3	$10,500	▲ $14,520	83.1%	**▲ 100.0%**	2	2
WDA 07 MVAC/S Central Workforce Council	59	83.2%	**▲ 85.3%**	29	34	81.5%	**■ 66.7%**	16	24	$12,500	■ $10,288	74.3%	**■ 58.3%**	7	12
WDA 08 SE MN Workforce Development	210	74.0%	**▲ 84.5%**	60	71	75.6%	**▲ 77.3%**	58	75	$13,579	■ $12,818	82.0%	**■ 78.8%**	26	33
WDA 09 Hennepin/Carver ETC	93	80.0%	**▲ 81.6%**	31	38	77.0%	**■ 73.1%**	49	67	$12,300	▲ $20,599	73.0%	**▲ 78.1%**	25	32
WDA 10 Mpls Employment and Training	110	75.0%	**▲ 81.8%**	45	55	80.0%	**▲ 82.1%**	46	56	$12,309	▲ $15,697	80.0%	**■ 67.7%**	21	31
WDA 12 Anoka County	53	85.0%	**▲ 92.9%**	26	28	82.0%	**▲ 87.5%**	7	8	$14,500	▲ $19,440	86.9%	**▲ 100.0%**	7	7
WDA 14 Dakota/Scott Counties	140	77.0%	**▲ 82.8%**	53	64	80.0%	**▲ 91.9%**	34	37	$15,000	▲ $17,802	84.5%	**▲ 85.2%**	23	27
WDA 15 Ramsey Cty Workforce Solutions	38	78.0%	**■ 66.7%**	10	15	77.0%	**▲ 83.3%**	10	12	$14,000	▲ $15,548	83.0%	**■ 75.0%**	6	8
WDA 16 Washington County	29	83.0%	**▲ 83.3%**	5	6	82.0%	**▲ 100.0%**	14	14	$16,700	■ $15,126	75.6%	**▲ 80.0%**	8	10
WDA 17 Stearns/Benton E&T	42	81.0%	**▲ 100.0%**	62	62	80.0%	**▲ 96.6%**	57	59	$10,500	▲ $31,620	81.0%	**▲ 90.2%**	46	51
WDA 18 Winona Cty Workforce Council	9	82.0%	**■ 50.0%**	2	4	81.0%	**▲ 100.0%**	3	3	$9,400	■ $8,937	76.0%	**▲ 100.0%**	2	2
Percent of Providers ▲ Exceeding the goal			**75.0% ▲**				**68.8% ▲**				**68.8% ▲**		**68.8% ▲**		
Percent of Providers ■ Meeting at least 50% of goal			**25.0% ■**				**31.3% ■**				**31.3% ■**		**31.3% ■**		
Percent of Providers ▼ Failing to meet 50% of goal			**0.0%▼**				**0.0%▼**				**0.0%▼**		**0.0%▼**		

SPECIALS NOTES:

DEED has calculated the above performance by combining participants served in both Small and Large layoffs funded by WIOA Dislocated Worker.

Color Key: Green means the set goal was met or exceeded. Yellow means at least 50% of the goal was met. Pink means less than 50% of the goal was met.

Served is all participants accessing the program during the actual program year (real-time). High or low numbers are not negative or positive.

* Getting a Job results based on exiters between July 1, 2024 - March 31, 2025 except those exited with exclusion. This indicator measures each exiter's employment status during the 2nd quarter after exiting the program. Formula: Percent of employed exiters divided by all exiters during the reporting period.

** Keeping a Job results based on exiters from January 1, 2024 - September 30, 2024 except those exited with exclusion. This indicator measures each exiter's employment status during the 4th quarter after exiting the program. Formula: Percent of employed exiters divided by all exiters during the reporting period.

*** 2nd Quarter Median Earnings results based on exiters from July 1, 2024 - March 31, 2025 except those exited with exclusionary reason and those showing zero earnings. This indicator measures the median earning during the 2nd quarter after exiting the program.

**** Credential Attainment results based on exiters from January 1, 2024 - September 30, 2024 except those exited with exclusionary reason and those who did not attend training. This indicator measures the percent of participants who received a credential after attending training.

Statewide goals based on negotiated levels approved by DOL for PY2025. Local area goals based on negotiated levels approved by DEED for PY2025. Gaols are color coded in Blue.

Created: 05/21/2026

WIOA ADULT PROGRAM

State Fiscal Year 2026/Program Year 2025 Quarter Three Performance Outcomes

PY25 WIOA Adult Program Performance through Quarter 3 (July 2025 - March 2026)	**Participants**	**2nd Quarter Employment**		Getting a Job **Cohort** *		**4th Quarter Employment**		Keeping a Job: **Cohort** **		**2nd Qtr Median Earnings** *** (Same cohort as 2nd quarter)		**Credential Attainment Rate**		Credential Attainment Rate **Cohort** ****	
	Cohort: *July 1, 2025 - March 31, 2026*	⬇	⬇	***Cohort:*** *Participants Exiting July 1, 2024 - March 31, 2025*		⬇	⬇	***Cohort:*** *Participants Exiting January 1, 2024 - September 30, 2024*		⬇	⬇	⬇	⬇	***Cohort:*** *Participants Exiting January 1, 2024 - September 30, 2024 who attended training during enrollment*	
	TOTAL SERVED	**GOAL**	**ACTUAL OUTCOME**	Numerator	Denominator	**GOAL**	**ACTUAL OUTCOME**	Numerator	Denominator	**GOAL**	**ACTUAL OUTCOME**	**GOAL**	**ACTUAL OUTCOME**	Numerator	Denominator
Statewide	**1,216**	**75.6%**	**▲ 76.4%**	**490**	**641**	**73.5%**	**■ 72.2%**	**509**	**705**	**$8,986**	**▲ $13,089**	**74.0%**	**▲ 79.4%**	**344**	**433**
WDA 01 Inter-County Community Council Inc.	16	75.0%	■ 69.2%	9	13	75.0%	▲ 77.8%	7	9	$7,785	▲ $9,123	74.0%	▲ 75.0%	3	4
WDA 02 Rural MN CEP Inc	167	84.0%	■ 74.4%	58	78	82.0%	■ 80.4%	74	92	$9,658	▲ $11,147	85.0%	■ 81.7%	49	60
WDA 03 NE MN Office of Job Training	62	89.5%	▲ 123.5%	42	34	85.0%	▲ 92.2%	47	51	$7,820	▲ $14,667	76.0%	▲ 88.6%	39	44
WDA 04 City of Duluth	35	79.0%	▲ 90.9%	10	11	73.5%	▲ 93.8%	15	16	$9,500	▲ $15,288	75.7%	▲ 86.7%	13	15
WDA 05 Central MN Jobs and Training	75	80.3%	■ 78.9%	30	38	77.9%	■ 77.8%	28	36	$7,900	▲ $10,305	82.3%	▲ 96.3%	26	27
WDA 06 SW MN PIC Inc	52	68.0%	▲ 88.5%	23	26	68.0%	▲ 122.7%	27	22	$7,500	▲ $10,305	65.0%	▲ 90.9%	20	22
WDA 07 MVAC/S Central Workforce Council	58	75.6%	▲ 83.3%	20	24	76.0%	▲ 86.1%	31	36	$8,379	▲ $10,101	71.0%	▲ 79.3%	23	29
WDA 08 SE MN Workforce Development	95	80.0%	■ 72.4%	21	29	76.0%	■ 68.6%	24	35	$8,094	▲ $11,282	73.0%	▲ 85.7%	24	28
WDA 09 Hennepin/Carver ETC	175	66.0%	▲ 75.0%	84	112	65.7%	▲ 68.2%	116	170	$8,100	▲ $10,400	67.6%	▲ 74.0%	54	73
WDA 10 Mpls Employment and Training	147	68.0%	▲ 70.3%	45	64	69.0%	■ 52.1%	38	73	$7,500	▲ $10,045	57.0%	▲ 57.5%	23	40
WDA 12 Anoka County	34	75.6%	■ 68.4%	13	19	72.5%	■ 71.4%	10	14	$9,000	▲ $18,974	85.0%	■ 80.0%	8	10
WDA 14 Dakota/Scott Counties	77	74.0%	■ 55.3%	21	38	73.5%	■ 60.5%	26	43	$9,500	▲ $11,892	78.0%	■ 74.1%	20	27
WDA 15 Ramsey Cty Workforce Solutions	97	64.0%	▲ 67.3%	37	55	70.0%	■ 68.3%	41	60	$7,900	▲ $8,773	75.0%	■ 74.2%	23	31
WDA 16 Washington County	2	75.6%	▲ 100.0%	3	3	70.0%	■ 66.7%	2	3	$11,500	▲ $16,030	68.8%	▲ 100.0%	2	2
WDA 17 Stearns/Benton E&T	107	75.6%	▲ 92.9%	79	85	74.0%	■ 73.0%	27	37	$10,492	▲ $24,754	76.0%	▲ 80.0%	16	20
WDA 18 Winona Cty Workforce Council	18	78.0%	▲ 100.0%	3	3	75.0%	▼ 33.3%	1	3	$8,150	▼ $3,867	76.0%	▲ 100.0%	1	1
Percent of Providers ▲ Exceeding the goal			**62.5% ▲**				**37.5% ▲**				**93.8% ▲**		**75.0% ▲**		
Percent of Providers ■ Meeting at least 50% of goal			**37.5% ■**				**56.3% ■**				**0.0% ■**		**25.0% ■**		
Percent of Providers ▼ Failing to meet 50% of goal			**0.0%▼**				**6.3%▼**				**6.3%▼**		**0.0%▼**		

SPECIALS NOTES:

- DEED has calculated the above performance for participants who accessed the WIOA Adult Program.
- Color Key: Green means the set goal was met or exceeded. Yellow means at least 50% of the goal was met. Pink means less than 50% of the goal was met.
- Served is all participants accessing the program during the actual program year (real-time). High or low numbers are not negative or positive.
- * Getting a Job results based on exiters between July 1, 2024 - March 31, 2025 except those exited with exclusion. This indicator measures each exiter's employment status during the 2nd quarter after exiting the program. Formula: Percent of employed exiters divided by all exiters during the reporting period.
- ** Keeping a Job results based on exiters from January 1, 2024 - September 30, 2024 except those exited with exclusion. This indicator measures each exiter's employment status during the 4th quarter after exiting the program. Formula: Percent of employed exiters divided by all exiters during the reporting period.
- *** 2nd Quarter Median Earnings results based on exiters from July 1, 2024 - March 31, 2025 except those exited with exclusionary reason and those showing zero earnings. This indicator measures the median earning during the 2nd quarter after exiting the program.
- **** Credential Attainment results based on exiters from January 1, 2024 - September 30, 2024 except those exited with exclusionary reason and those who did not attend training. This indicator measures the percent of participants who received a credential after attending training.
- Statewide goals based on negotiated levels approved by DOL for PY2025. Local area goals based on negotiated levels approved by DEED for PY2025. Gaols are color coded in Blue.

Created: 05/21/2026

STATE DISLOCATED WORKER PROGRAM

State Fiscal Year 2026/Program Year 2025 Quarter Three Performance Outcomes

PY25 STATE Dislocated Worker Program Performance through Quarter 3 (July 2025 - March 2026)	**Participants**	**2nd Quarter Employment**		Getting a Job **Cohort** *		**4th Quarter Employment**		Keeping a Job: **Cohort** **		**2nd Qtr Median Earnings** *** (Same cohort as 2nd quarter)		**Credential Attainment Rate**		Credential Attainment Rate **Cohort** ****	
	Cohort: *July 1, 2025 - March 31, 2026*	⬇	⬇	***Cohort:*** *Participants Exiting July 1, 2024 - March 31, 2025*		⬇	⬇	***Cohort:*** *Participants Exiting January 1, 2024 - September 30, 2024*		⬇	⬇	⬇	⬇	***Cohort:*** *Participants Exiting January 1, 2024 - September 30, 2024 who attended training during enrollment*	
	TOTAL SERVED	**GOAL**	**ACTUAL OUTCOME**	Numerator	Denominator	**GOAL**	**ACTUAL OUTCOME**	Numerator	Denominator	**GOAL**	**ACTUAL OUTCOME**	**GOAL**	**ACTUAL OUTCOME**	Numerator	Denominator
Statewide	**5,316**	**81.0%**	**■ 80.6%**	**2,123**	**2,634**	**80.0%**	**■ 77.7%**	**2,093**	**2,694**	**$12,309**	**▲ $15,303**	**79.7%**	**■ 55.2%**	**777**	**1,407**
WDA 01 Inter-County Community Council Inc.	39	82.0%	**▲ 100.0%**	14	14	84.0%	Data Unavailable	0	0	$11,401	▲ $34,756	83.1%	Data Unavailable	0	0
WDA 02 Rural MN CEP Inc	406	88.5%	**■ 82.6%**	181	219	88.7%	**■ 80.5%**	178	221	$11,275	▲ $15,450	67.0%	**▲ 80.0%**	32	40
WDA 03 NE MN Office of Job Training	206	81.0%	**▲ 91.2%**	155	170	81.7%	**▲ 86.8%**	151	174	$12,309	▲ $15,793	75.0%	**▲ 95.8%**	138	144
WDA 04 City of Duluth	36	88.7%	**▲ 90.0%**	27	30	86.0%	**■ 81.3%**	39	48	$13,500	▲ $14,040	85.0%	**▲ 92.0%**	23	25
WDA 05 Central MN Jobs and Training	245	81.0%	**▲ 87.5%**	105	120	82.0%	**▲ 90.5%**	105	116	$9,000	▲ $16,994	79.7%	**▲ 90.9%**	20	22
WDA 06 SW MN PIC Inc	78	81.0%	**▲ 93.9%**	31	33	80.0%	**▲ 80.0%**	24	30	$10,500	▲ $16,419	83.1%	**▲ 88.9%**	24	27
WDA 07 MVAC/S Central Workforce Council	193	83.2%	**▲ 88.2%**	180	204	81.5%	**▲ 89.8%**	150	167	$12,500	▲ $13,569	74.3%	**▲ 75.0%**	15	20
WDA 08 SE MN Workforce Development	363	74.0%	**▲ 87.6%**	92	105	75.6%	**▲ 80.2%**	81	101	$13,579	■ $13,312	82.0%	**▲ 85.7%**	42	49
WDA 09 Hennepin/Carver ETC	585	80.0%	**■ 75.1%**	214	285	77.0%	**■ 73.3%**	195	266	$12,300	▲ $16,075	73.0%	**▲ 79.0%**	79	100
WDA 10 Mpls Employment and Training	340	75.0%	**▲ 75.4%**	86	114	80.0%	**■ 79.4%**	85	107	$12,309	▲ $17,676	80.0%	**■ 65.4%**	34	52
WDA 12 Anoka County	168	85.0%	**■ 83.7%**	103	123	82.0%	**■ 79.3%**	115	145	$14,500	▲ $18,886	86.9%	**■ 74.3%**	55	74
WDA 14 Dakota/Scott Counties	351	77.0%	**▲ 79.4%**	166	209	80.0%	**▲ 80.4%**	148	184	$15,000	▲ $18,800	84.5%	**■ 73.7%**	56	76
WDA 15 Ramsey Cty Workforce Solutions	313	78.0%	**■ 76.5%**	104	136	77.0%	**▲ 77.5%**	107	138	$14,000	▲ $16,882	83.0%	**■ 70.0%**	35	50
WDA 16 Washington County	127	83.0%	**■ 72.8%**	67	92	82.0%	**■ 74.2%**	66	89	$16,700	■ $13,482	75.6%	**▲ 87.5%**	14	16
WDA 17 Stearns/Benton E&T	451	81.0%	**▲ 89.0%**	153	172	80.0%	**▲ 84.8%**	84	99	$10,500	▲ $13,939	81.0%	**▲ 85.7%**	42	49
WDA 18 Winona Cty Workforce Council	50	82.0%	**▲ 96.8%**	30	31	81.0%	**▲ 100.0%**	10	10	$9,400	▲ $11,332	76.0%	**▲ 100.0%**	5	5
American Indian OIC	71	79.5%	**■ 68.6%**	24	35	78.9%	**■ 75.9%**	66	87	$14,347	■ $10,065	80.8%	**▼ 0.0%**	0	2
Arrowhead Economic Opportunity Agency	164	88.5%	**■ 78.0%**	46	59	88.7%	**■ 74.5%**	38	51	$11,275	■ $10,768	67.0%	**■ 53.8%**	7	13
Avivo (Resource)	78	79.5%	**■ 71.9%**	41	57	78.9%	**■ 69.8%**	44	63	$14,347	■ $12,014	80.8%	**■ 78.6%**	22	28
Goodwill/Easter Seals	129	79.5%	**■ 68.8%**	55	80	78.9%	**■ 70.1%**	54	77	$14,347	▲ $18,250	80.8%	**▲ 91.3%**	21	23
HIRED	312	79.5%	**■ 78.1%**	50	64	78.9%	**■ 75.6%**	59	78	$14,347	▲ $29,998	80.8%	**■ 69.2%**	27	39
Jewish Family and Children's Service	156	79.5%	**■ 75.0%**	33	44	78.9%	**■ 76.9%**	40	52	$14,347	■ $13,969	80.8%	**■ 54.5%**	12	22
MN Teamsters Service Bureau	460	79.5%	**■ 78.1%**	114	146	78.9%	**■ 74.3%**	124	167	$14,347	▲ $15,695	80.8%	**■ 63.8%**	37	58
Percent of Providers ▲ Exceeding the goal			**47.8% ▲**				**40.9% ▲**				**73.9% ▲**		**54.5% ▲**		
Percent of Providers ■ Meeting at least 50% of goal			**52.2% ■**				**59.1% ■**				**26.1% ■**		**40.9% ■**		
Percent of Providers ▼ Failing to meet 50% of goal			**0.0%▼**				**0.0%▼**				**0.0%▼**		**4.5%▼**		

SPECIALS NOTES:

- DEED has calculated the above performance by combining participants served in both Small and Large layoffs funded by State Dislocated Worker
- Color Key: Green means the set goal was met or exceeded. Yellow means at least 50% of the goal was met. Pink means less than 50% of the goal was met.
- Served is all participants accessing the program during the actual program year (real-time). High or low numbers are not negative or positive.
- * Getting a Job results based on exiters between July 1, 2024 - March 31, 2025 except those exited with exclusion. This indicator measures each exiter's employment status during the 2nd quarter after exiting the program. Formula: Percent of employed exiters divided by all exiters during the reporting period.
- ** Keeping a Job results based on exiters from January 1, 2024 - September 30, 2024 except those exited with exclusion. This indicator measures each exiter's employment status during the 4th quarter after exiting the program. Formula: Percent of employed exiters divided by all exiters during the reporting period.
- *** 2nd Quarter Median Earnings results based on exiters from July 1, 2024 - March 31, 2025 except those exited with exclusionary reason and those showing zero earnings. This indicator measures the median earning during the 2nd quarter after exiting the program.
- **** Credential Attainment results based on exiters from January 1, 2024 - September 30, 2024 except those exited with exclusionary reason and those who did not attend training. This indicator measures the percent of participants who received a credential after attending training.
- Statewide goals based on negotiated levels approved by DOL for PY2025. Local area goals based on negotiated levels approved by DEED for PY2025. Gaols are color coded in Blue.

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TOTAL DISLOCATED WORKER PROGRAM

State Fiscal Year 2026/Program Year 2025 Quarter Three Performance Outcomes

PY25 TOTAL Dislocated Worker Program Performance through Quarter 3 (July 2025 - March 2026)	**Participants**	**2nd Quarter Employment**		Getting a Job **Cohort ***		**4th Quarter Employment**		Keeping a Job: **Cohort ****		**2nd Qtr Median Earnings ***** (Same cohort as 2nd quarter)		Enter the Median Earnings in this column. Columns L and M will auto-fill. Hide this column.	**Credential Attainment Rate**		Credential Attainment Rate **Cohort ******	
	Cohort: *July 1, 2025 - March 31, 2026*	⬇	⬇	***Cohort:*** *Participants Exiting July 1, 2024 - March 31, 2025*		⬇	⬇	***Cohort:*** *Participants Exiting January 1, 2024 - September 30, 2024*		⬇	⬇		⬇	⬇	***Cohort:*** *Participants Exiting January 1, 2024 - September 30, 2024 who attended training during enrollment*	
	TOTAL SERVED	**GOAL**	**ACTUAL OUTCOME**	Numerator	Denominator	**GOAL**	**ACTUAL OUTCOME**	Numerator	Denominator	**GOAL**	**ACTUAL OUTCOME**		**GOAL**	**ACTUAL OUTCOME**	Numerator	Denominator
Statewide	**5,900**	**81.0%**	**▲ 81.4%**	**2,371**	**2,912**	**80.0%**	**■ 78.5%**	**2,301**	**2,930**	**$12,309**	**▲ $15,575**	$15,575	**79.7%**	**■ 75.5%**	**920**	**1,219**
WDA 01 Inter-County Community Council Inc.	40	82.0%	**▲ 100.0%**	14	14	84.0%	Data Unavailable	0	0	$11,401	▲ $34,756	$34,756	83.1%	Data Unavailable	0	0
WDA 02 Rural MN CEP Inc	410	88.5%	**■ 83.0%**	186	224	88.7%	**■ 80.8%**	185	229	$11,275	▲ $15,514	$15,514	67.0%	**▲ 82.6%**	38	46
WDA 03 NE MN Office of Job Training	218	81.0%	**▲ 91.4%**	192	210	81.7%	**▲ 86.7%**	169	195	$12,309	▲ $16,414	$16,414	75.0%	**▲ 96.3%**	157	163
WDA 04 City of Duluth	45	88.7%	**▲ 90.6%**	29	32	86.0%	**■ 82.3%**	51	62	$13,500	▲ $13,652	$13,652	85.0%	**▲ 92.3%**	36	39
WDA 05 Central MN Jobs and Training	327	81.0%	**▲ 88.4%**	130	147	82.0%	**▲ 88.7%**	125	141	$9,000	▲ $16,390	$16,390	79.7%	**▲ 95.1%**	39	41
WDA 06 SW MN PIC Inc	86	81.0%	**▲ 94.1%**	32	34	80.0%	**▲ 81.3%**	26	32	$10,500	▲ $16,313	$16,313	83.1%	**▲ 89.3%**	25	28
WDA 07 MVAC/S Central Workforce Council	240	83.2%	**▲ 87.7%**	199	227	81.5%	**▲ 87.4%**	159	182	$12,500	▲ $13,260	$13,260	74.3%	**■ 74.1%**	20	27
WDA 08 SE MN Workforce Development	363	74.0%	**▲ 87.6%**	92	105	75.6%	**▲ 80.4%**	82	102	$13,579	■ $13,312	$13,312	82.0%	**▲ 86.0%**	43	50
WDA 09 Hennepin/Carver ETC	623	80.0%	**■ 75.3%**	220	292	77.0%	**■ 73.8%**	214	290	$12,300	▲ $16,208	$16,208	73.0%	**▲ 79.1%**	87	110
WDA 10 Mpls Employment and Training	442	75.0%	**▲ 79.2%**	122	154	80.0%	**▲ 82.0%**	114	139	$12,309	▲ $17,200	$17,200	80.0%	**■ 63.4%**	45	71
WDA 12 Anoka County	218	85.0%	**▲ 85.2%**	127	149	82.0%	**■ 80.1%**	121	151	$14,500	▲ $18,968	$18,968	86.9%	**■ 76.3%**	61	80
WDA 14 Dakota/Scott Counties	480	77.0%	**▲ 80.0%**	208	260	80.0%	**▲ 82.2%**	175	213	$15,000	▲ $18,841	$18,841	84.5%	**■ 77.3%**	75	97
WDA 15 Ramsey Cty Workforce Solutions	349	78.0%	**■ 76.6%**	111	145	77.0%	**▲ 77.9%**	113	145	$14,000	▲ $16,519	$16,519	83.0%	**■ 70.9%**	39	55
WDA 16 Washington County	150	83.0%	**■ 74.0%**	71	96	82.0%	**■ 77.0%**	77	100	$16,700	■ $14,310	$14,310	75.6%	**▲ 84.0%**	21	25
WDA 17 Stearns/Benton E&T	487	81.0%	**▲ 91.0%**	191	210	80.0%	**▲ 89.1%**	122	137	$10,500	▲ $18,455	$18,455	81.0%	**▲ 90.2%**	74	82
WDA 18 Winona Cty Workforce Council	58	82.0%	**▲ 91.4%**	32	35	81.0%	**▲ 100.0%**	13	13	$9,400	▲ $10,774	$10,774	76.0%	**▲ 100.0%**	7	7
American Indian OIC	71	79.5%	**■ 68.6%**	24	35	78.9%	**■ 75.9%**	66	87	$14,347	■ $10,065	$10,065	80.8%	**▼ 0.0%**	0	2
Arrowhead Economic Opportunity Agency	164	88.5%	**■ 78.0%**	46	59	88.7%	**■ 74.5%**	38	51	$11,275	■ $10,768	$10,768	67.0%	**■ 53.8%**	7	13
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Percent of Providers ▲ Exceeding the goal	**52.2% ▲**	**45.5% ▲**	**73.9% ▲**	**50.0% ▲**
Percent of Providers ■ Meeting at least 50% of goal	**47.8% ■**	**54.5% ■**	**26.1% ■**	**45.5% ■**
Percent of Providers ▼ Failing to meet 50% of goal	**0.0%▼**	**0.0%▼**	**0.0%▼**	**4.5%▼**

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