Regional and Local Plan

2024-2028

Metro – Region 4

Washington County – Local Area 16

Regional Plan Region 4 - Metro

SECTION A: REGIONAL VISION, GOALS AND STRATEGIES

A.1.   Describe the regional workforce development area's vision for a skilled workforce.

The vision for workforce development in the Metro Region aligns closely with the Governor's Workforce Development Board's vision for statewide workforce development; the Region 4 – Metro's vision is as follows:

> The Metro Workforce Development Boards of Ramsey County, City of Minneapolis, Hennepin-Carver Counties, Dakota-Scott Counties, Washington County, and Anoka County are Dedicated to growing an equitable and competitive regional workforce where all residents have access to services and opportunity to chart a career path to family-sustaining wage and all employers have workforce development partners to assist them in solving their labor needs and challenges.

A.2.   Describe the region's strategic alignment with the State's Vision, Goals and Strategies.

Region 4 – Metro is in close alignment with the vision put forward by the Governor's Workforce Development Board in two keyways:

1. A focus on equity as the cornerstone of the work with job seekers. As the states most populous region and the most racially and ethnically diverse, the Metro Region's attention to diversity, equity, inclusion, and accessibility is paramount for the state success to become more economically inclusive.
2. Our commitment and responsiveness to employer needs in in-demand occupations that provide onramps, laddering, and latticing opportunities that lead to family-sustaining wages.

A.3.   Describe best practices or areas of strength of the region as it relates to the State's Vision, Goals and Strategies that should be considered for replication or scale across the state.

Region 4 – Metro, as mentioned above, represents the most populous and diverse regional area in the state, as well as the most economically diverse with the greatest concentration of business entities in the state with jobs, giving the metro areas of considerable strength in aligning to and working with the state to further the goals of creating One Minnesota, where all economically thrive. This regional dynamic means the public workforce systems must respond to the given needs of job seeker and employers nimbly, innovatively, and comprehensively.

When examining the goals of the state plan, it becomes clear that the Metro region offers an opportunity for clear and effective coordination using our metro strength and some of the region's best practices. Looking into each goal independently highlights this.

1. Increases interagency and local area coordination…through alignment…coordination…and creating a "no wrong door" approach.
   a. While Region 4 is made up of six public workforce boards, the strength of the region is that it performs as a network of providers, programs, and projects. Each area bringing forward its best models of service, convening, funding,

and coordinating partners across a multi-million-person area and activating stakeholders and partners to deliver services. Region 4 believes in regional alignment, coordination, and a "no wrong door" approach so both job seeker and employer can connect quickly and efficiently to their need.

2. Build Industry-led industry-sector partnerships.
   a. Core to the work of Region 4 are sector partnerships. For decades, whether they were called Business and Industry Roundtables, Cluster Economies, or Sector Initiatives, the metro leadership committee focuses attention on expanding economic sectors that offer job seekers access to and opportunity in our region's most robust sectors. Further, to highlight alignment and coordination within our region, and to illustrate the metro approach to this goal, below is a list of industry partnerships and the lead area within our region. Note, this list is not inclusive of all the regions efforts concerning industry-lead sector partnerships.
      i. City of Minneapolis: MSP TechHire
      ii. Anoka County: Manufacturing
      iii. Ramsey County: Construction
      iv. Hennepin/City of Minneapolis: Health Care
3. Create a more inclusive, equitable, accessible, and proactive workforce system.
   a. All workforce development work in Region 4 – Metro is done through the lens of inclusivity, equity, and accessibility. This is not a sub-committee of a board or focus of a single program, but the comprehensive approach taken in delivering workforce solutions. As shown in the demographic analysis of the region, responding to a rapidly diversifying labor force, both in terms of race and ethnicity, as well as in terms of age, educational attainment, justice involvement, MFIP participation, and disability status, it is imperative that the approach taken in the metro to serve all Minnesotans is key to our future collective success. It is crucial to align with the state on this goal, for our success in reaching this goal will be judged by our future workforce.

A.4. Describe the strategy to work with the entities within your region to carry out the core programs to align resources available in the region to achieve the strategic vision and goals of the local area boards and the state.

The strategy Region 4 – Metro uses to carry out core program alignment is a partnership first model. In a region of multiple millions of people, single points of contact, singular tables for conversations, and single agendas is not possible. Each area within the region partners with key stakeholders to carry out the vision and goals of the area, all which align with the state's vision and goals. Key partners include the many community-based organizations serving diverse job seekers in our region, including the coalition *WorkWell Minnesota* and the labor unions initiative *Building Strong Communities*, while other partner comprise larger systems including the K12 education systems, mental health providers, Minnesota State Colleges and Universities, and our regional chambers of commerce. In many cases the chambers and/or local economic development entities sit on the workforce boards to give voice to business development. Further,

Adult Education sits on each metro board, bringing forward the issues and agendas of their respective school districts. Again, in the metro our vision for an aligned system is to partner locally, build broad understandings of needs and requirements shared by all, design metro strategies, then return locally to work with local partners needed to achieve our state's goals.

A.5.   Describe any additional goals being set by the regional leadership or individual local area boards.

On February 22, 2024, as part of our regional planning efforts for this plan, the Metro Directors hosted a region-wide conversation about the goals set forth by metro leadership believed to be key our regions success over the next four years. Below are the goals as discussed at that morning conversation.

- Increase and deepen community partnerships.
  - Work closely to support regional workforce efforts to better align and coordinate with other partners and systems.
- Remove barriers for employment for all.
  - Skills based hiring efforts.
  - Outreach and promotion of population specific hiring events.
  - Support for inclusive employer strategies.
- Regional coordination for "no wrong door" service delivery enhancing equitable access and opportunity for all Minnesota job seekers.
- Deepen coordination with economic development partners.

A.6.   Describe how the region is working together to prepare the workforce for state and federal investments in the Bipartisan Infrastructure Law (BIL), the Creating Helpful Incentives to Produce Semiconductors (CHIPS) and Science Act, and the Inflation Reduction Act (IRA) (collectively referred to as Investing in America (IIA)).

The Metro Workforce Development Boards of Ramsey County, City of Minneapolis, Hennepin-Carver Counties, Dakota-Scott Counties, Washington County, and Anoka County worked quickly upon the release of these various funding sources to design an internal process to navigate this complicated funding space. Through a weekly communication framework, different directors are assigned per funding source and areas of expertise to be the point-persons for those conversations with various stakeholders. This strategy reduces redundancy within the public-system, streamlines conversations, and moves to action on these grants more quickly. One such example is the Minnesota CHIPS Coalition Workforce Partnership MOU, drafted to frame and name partner organizations responsible for various parts of applications for funding and actions if awarded. Because of the size and scope of CHIPS, the Metro Region charged two directors with helping to craft the language and partnership MOU. The intro to the MOU is below:

> *The purpose of this Memorandum of Understanding (MOU) is to define the roles and responsibilities of partners participating in the Minnesota CHIPS Coalition*

Workforce Partnership (Workforce Partnership). Parties to this agreement are committing to participate in a sectoral partnership to address the hiring needs of semiconductor and related microelectronics employers. The Workforce Partnership is being established to address existing and future workforce needs in the semiconductor industry, however a major expansion of employment opportunities is likely contingent upon the availability of resources made possible by CHIPS for America federal funding and associated state match funding.

SECTION B: REGIONAL OPERATIONS

B.1.   Provide a Strengths Weaknesses Opportunities Threats (SWOT) analysis of the regional workforce system.

SWOT ANALYSIS

Strengths:
What do we do best?
 a. Communication within the Region
 b. Collaboration
 c. Collective Impact
 d. Expertise
 e. Partnership with Employers and Partners
 f. Analysis and Relationship building

What unique knowledge, talent, or resources do we have?
 a. Business intelligence
 b. Data driven
 c. Innovation in outreach

What advantages do we have?
 a. Diversity and business
 b. Supply labor – Language
 c. Rich training partners,
 d. Leverage multiple career force locations

What do other people say we do well?
 a. Innovation to meet 21st century needs
 b. Addressing complex problems
 c. Coordination
 d. Focused Geographic – solutions
 e. Proactive

What is our greatest achievement?
 a. Learning across geographies and location
 b. Adaption and innovation
 c. Engagement with diverse stakeholders – Libraries, online career fairs, stronger partnerships within

Threats:
What obstacles do we face?
 a. One stop system
 b. Lack of alignment with DEED
 c. Lack of alignment back to the local – Mutual
 d. True partnership with DEED and Local
 e. Political instability

Weaknesses:
What could we improve?
 a. Silos and complexity
 b. Develop stronger DEI
 c. Stronger alignment with MFIP
 d. Brand awareness
 e. Enhance already strong

What knowledge, talent, skills and/or resources are we lacking?
 a. Resource for better communication
 b. Better business services
 c. Need longer investments
 d. Resources for immediate job placement
 e. Basic Career services

What disadvantages do we have?
 a. Scale and metro complexities
 b. Need for alignment on paperwork reduction
 c. Bureaucracy

What do other people say we don't do well?
 a. Not as nimble and innovative
 b. Employer services
 c. Bureaucratic
 d. Housing and childcare –
 e. Lack of elected official coordination of Employment

Opportunities:
How can we turn our strengths into opportunities?
 a. Greater transportation alignment
 b. Green careers – emerging sector
 c. Union relationship
 d. Apprenticeship
 e. Reentry work
 f. Disabilities awareness
 g. Equity in employment

Is there a need in our region that no one is meeting?
 a. Service delivery – bricks and mortar
 b. Only government lead area. Public pathways to employment
 c. Scalability of promising practices
 d. Landing spot for DEED at the local area

B.2.   Describe the selection process for the membership who will provide the leadership to oversee the development and coordination of the regional plan.

Metro leadership is provided by an 18-member decision making body made up of the six metro directors, the six locally elected officials (Mayor of Minneapolis, five county commissioners), and the six local board chairs.

B.3.   Describe how the selected organizations from the region will provide oversight to development and implementation of the regional plan. Complete Attachment A - Regional Oversight Committee

As noted above, the Regional Oversight Committee is made up of representatives from the local boards, balanced equally across each workforce development area. No organizations outside that structure are part of the regional oversight of the metro. See attachment A for current members.

Further, to streamline decision making, coordinate broad regional economic/workforce development strategies, and clarify communications with external stakeholders, the Metro Regional Oversight Committee divides larger buckets of work as follows:

DEED Workforce Strategy Consultant: Hennepin/Carver County WDA
EDAM: Dakota/Scott County WDA
Mn State: Anoka County WDA
CareerForce Communications: City of Minneapolis WDA
GreaterMSP: Ramsey County WDA
Vocational Rehabilitation: Washington County WDA
WorkWell Minnesota (formerly MESC): City of Minneapolis WDA

Industry groups Point of Contacts:
The Caring Professions: Hennepin/Carver County WDA
Manufacturing including relationship with MPMA: Anoka County WDA
Technology: City of Minneapolis WDA
Labor/Finishing Trades: Washington County WDA
Educational and Professional Services: Dakota/Scott County WDA
Construction – Ramsey County WDA
Green Careers – Ramsey County WDA, City of Minneapolis WDA, and Hennepin/Carver WDA

B.4.   Describe how the approach used will ensure that partner engagement includes diverse representation, specifically among populations experiencing barriers to employment.

While each government entity that makes up the metro region approaches diversity and inclusion through their own tailored geographic and institutional lens, the metro oversight committee collectively views diversity and inclusion, specifically among those with greatest barriers to employment, as paramount to all workforce development strategies developed in our region.

Led by our locally elected officials, diverse representation amongst boards remains an important component of the regional plan and one strategy to increase diverse representation and perspectives. In terms of programming, the leadership remains focused on innovating projects aimed at populations experiencing the greatest barriers to employment or communities facing the

greatest levels of economic disparities. Throughout the metro, each local area will be approaching this topic using local priorities and demographic profiles of their communities.

B.5. Describe how the local area boards will direct system alignment within the region through shared policies and practices.

As part of the regional coordination done by the six metro directors, encompassing the seven country metro area, deliberate and proactive alignment of policies and practices is a high priority. While local decisions and actions that meet the policies and practices of locally elected officials and local jurisdictions to meet specific geographic need is required of each local area and board, cooperation across the region is necessary to create a system that is uniform and consistent for job seekers and businesses.

The method the metro uses to create the alignment through shared policy and practice is twofold. The first is through shared best practices via the metro directors' weekly meetings, the second comes from a dedicated work group of metro program managers from the six service areas that meet monthly, prior to the state's job seeker services meeting.

Out of these two strategies comes a series of shared policies and practices:

1. Priority of Service policies that allow the metro to recruit and enroll individuals into programs consistently and clearly. Recently this included eligibility into the CLIMB program.
2. Consistency in forms and intake processes that create similar practices across the region, though each area can tweak and adjust intake and forms to meet local requirements.
3. Technology as a support service with shared policies and practices metro wide.
4. Coordination in policies and practices concerning the increased homeless populations. The core cities and the surrounding suburbs are experiencing increases in the number of homeless populations, both existing and new program participants. This work was often done in partnership within workforce development, but also, public health and human services departments within government.

Further, over the course of the last number of years, a key practice is the meeting and sharing of expertise amongst finance staff from all service areas of the metro and key finance staff at community-based providers who work on federal and state workforce grants.

B.6. Describe any cooperative service arrangements being planned for the region and how they will promote consistency within the regional workforce development area and with state policy.

The metro region does not currently have any CSA planned.

SECTION C: PROGRAM AND SERVICE DELIVERY

C.1.   Describe the condition of the regional economy (cite the sources of data and analysis).

The Metro Region partners closely with DEED LMI to assess and analyze the regional economic conditions. It should be noted that often this data is provided at county-level when looking specifically into growing or shrinking sectors or for demographic data which might show community racial or ethnic specificity within a local area. Below is a seven-county narrative snapshot and tables of the current conditions provided to us for use with the local boards and regional oversight board (*Regional Profile: Twin Cities Metro Area Planning Region*, 09/13/2023):

> After losing over 85,600 jobs (-5.3%) during the Great Recession between 2007 and 2010, the Twin Cities Metro Area went on to gain nearly 239,400 jobs (+15.6%) between 2010 and 2019. The regional growth rate of 15.6% outpaced the respective statewide employment growth rate of 13.2% during that period. In fact, where the Metro Area accounted for 61.2% of Minnesota's total employment in 2019, it accounted for 70.8% of the state's total employment growth between 2010 and 2019. With the onset of COVID-19 in 2020, however, the Metro Area experienced significant industry employment loss. Between annual 2019 and 2020 the Metro Area's total employment plummeted by nearly 131,600 jobs. This 7.4% drop was slightly more severe than the state's respective 6.7% drop during that period. For the region, such employment loss was much more significant than losses experienced during the Great Recession. Zooming into quarterly trends, employment loss during COVID was most extreme between the second quarters of 2019 and 2020. During that period, Metro Area total employment dropped by 233,435 jobs (-13.1%).

> Employment in the Metro Area began its recovery after the second quarter of 2020. Between the second quarters of 2020 and 2021 the Metro Area regained 131,611 jobs, growing by 8.5%. Growth continued through the next year, albeit slower, with the region gaining 56,033 jobs between the second quarters of 2021 and 2022 (+3.3%). Between annual 2020 and 2022, the Metro Area's industry employment rebounded by nearly 81,900 jobs (+5.0%). As such, the region was just under 50,000 jobs below its pre-COVID 2019 level of employment in 2022.

> Between annual 2019 and 2022, those Metro Area industry sectors losing the most jobs included Accommodation & Food Services (-14,494 jobs; -10.3%); Retail Trade (-11,044 jobs; -6.7%); Finance & Insurance (-8,840 jobs; -7.7%); Administrative & Support Services (-4,228 jobs; -4.3%); and Educational Services (-3,995 jobs; -3.0%). Overall, 12 of the region's 20 major industries were below their respective 2019 levels of employment in 2022.

> Those industries above their respective 2019 levels of employment in 2022 included Transportation & Warehousing (+2,885 jobs; +3.9%); Construction (+2,537 jobs; +3.4%); Manufacturing (+1,109 jobs; +0.6%); Wholesale Trade (+920 jobs; +1.2%); Professional & Technical Services (+749 jobs; +0.6%); Agriculture, Forestry, Fishing, & Hunting (+418 jobs; +13.6%); Utilities (+272 jobs; +4.4%); and Mining (+73 jobs; +13.7%) (Table 14).
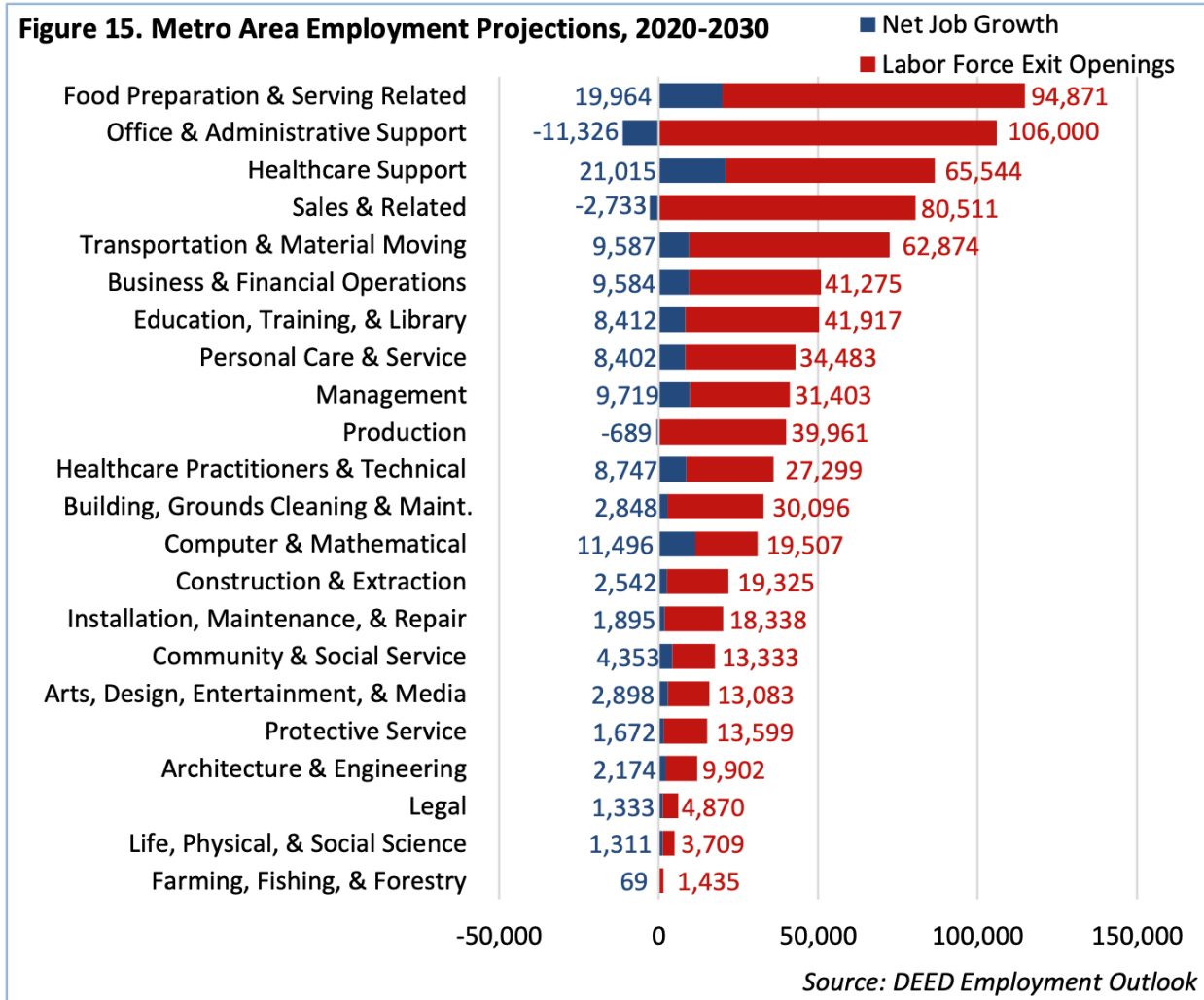
More recently, between annual 2021 and 2022, industry growth in the Metro Area was led by Accommodation & Food Services (+14,243 jobs; +12.7%); Manufacturing (+6,119 jobs; +3.6%); Transportation & Warehousing (+6,054 jobs; +8.6%); Arts, Entertainment, & Recreation (+5,542 jobs; +20.3%); and Professional & Technical Services (+4,131 jobs; +3.4%). Overall, 17 of the region's 20 major industries added jobs between annual 2021 and 2022. Those three industries losing jobs during that period included Finance & Insurance (-5,669 jobs; -5.1%); Retail Trade (-1,144 jobs; - 0.7%); and Management of Companies (-494 jobs; -0.6%).

Table 10. Metro Area Occupational Employment Statistics, 1st Qtr. 2023							
	Metro Area				State of Minnesota		
	Median Hourly Wage	Estimated Regional Employment	Share of Total Employment	Location Quotient	Median Hourly Wage	Estimated Statewide Employment	Share of Total Employment
Total, All Occupations	$25.67	1,718,290	100.0%	1.0	$24.25	2,827,310	100.0%
Office & Administrative Support	$23.74	212,320	12.4%	1.0	$23.06	345,830	12.2%
Business & Financial Operations	$39.29	152,020	8.8%	1.2	$38.19	201,940	7.1%
Sales & Related	$19.61	142,400	8.3%	1.0	$18.14	239,500	8.5%
Transportation & Material Moving	$21.88	130,880	7.6%	0.9	$21.05	227,780	8.1%
Management	$60.18	128,450	7.5%	1.1	$51.58	193,760	6.9%
Food Preparation & Serving Related	$15.29	125,670	7.3%	1.0	$14.89	216,970	7.7%
Production	$22.67	109,650	6.4%	0.9	$22.07	209,380	7.4%
Healthcare Practitioners & Technical	$41.91	102,560	6.0%	0.9	$41.07	186,700	6.6%
Healthcare Support	$17.27	100,520	5.9%	1.0	$17.40	162,400	5.7%
Education, Training & Library	$25.35	89,460	5.2%	0.9	$24.82	158,830	5.6%
Computer & Mathematical	$51.41	78,440	4.6%	1.3	$49.73	99,250	3.5%
Construction & Extraction	$35.05	61,400	3.6%	0.9	$31.00	113,930	4.0%
Installation, Maintenance & Repair	$29.47	51,770	3.0%	0.9	$27.95	98,670	3.5%
Building, Grounds Cleaning & Maint.	$18.54	43,360	2.5%	0.9	$18.26	76,210	2.7%
Architecture & Engineering	$41.64	37,060	2.2%	1.1	$40.60	53,100	1.9%
Personal Care & Service	$17.34	36,850	2.1%	1.0	$16.96	58,120	2.1%
Community & Social Service	$26.00	30,510	1.8%	0.9	$25.82	54,820	1.9%
Arts, Design, Entertainment & Media	$30.59	26,520	1.5%	1.2	$28.80	37,630	1.3%
Protective Service	$25.28	23,310	1.4%	0.9	$25.83	40,620	1.4%
Life, Physical & Social Science	$41.34	19,160	1.1%	1.1	$39.37	29,070	1.0%
Legal	$51.41	14,890	0.9%	1.3	$47.87	18,730	0.7%
Farming, Fishing & Forestry	$19.21	1,090	0.1%	0.4	$19.84	4,060	0.1%
						Source: DEED Occupational Employment Statistics, Qtr. 1 2023	

Table 11. Metro Area Job Vacancy Survey Results, 2022							
	Number of Total Vacancies	Percent Part-time	Percent Temporary or Seasonal	Requiring Post-Secondary Education	Requiring 1 or More Years of Experience	Requiring Certificate or License	Median Hourly Wage Offer
Total, All Occupations	98,330	36%	6%	38%	54%	39%	$19.96
Food Preparation & Serving Related	11,820	48%	7%	1%	32%	9%	$16.04
Sales & Related	11,574	46%	1%	12%	44%	9%	$15.78
Healthcare Practitioners & Technical	11,408	60%	3%	84%	68%	88%	$29.63
Healthcare Support	8,641	47%	2%	19%	20%	58%	$16.00
Office & Administrative Support	6,621	31%	2%	13%	63%	8%	$18.77
Transportation & Material Moving	6,509	21%	7%	3%	30%	66%	$19.73
Business & Financial Operations	5,826	16%	7%	71%	95%	25%	$31.83
Production	4,689	15%	1%	9%	52%	7%	$19.98
Management	4,490	11%	1%	83%	100%	37%	$43.43
Education, Training & Library	4,172	36%	22%	86%	70%	70%	$20.51
Computer & Mathematical	3,821	16%	3%	74%	98%	33%	$42.59
Building, Grounds Cleaning & Maint.	3,219	46%	10%	0%	10%	49%	$16.00
Installation, Maintenance & Repair	3,081	6%	6%	49%	70%	33%	$19.23
Community & Social Service	2,982	32%	13%	67%	82%	70%	$22.23
Personal Care & Service	2,319	56%	27%	16%	33%	32%	$14.98
Architecture & Engineering	2,143	9%	1%	81%	82%	43%	$35.24
Construction & Extraction	1,352	3%	15%	12%	31%	27%	$20.76
Arts, Design, Entertainment & Media	1,176	39%	13%	54%	79%	49%	$21.49
Protective Service	939	51%	20%	15%	36%	57%	$17.46
Life, Physical & Social Sciences	824	16%	2%	82%	84%	30%	$25.82
Legal	193	12%	1%	82%	89%	77%	$43.21
						Source: DEED Job Vacancy Survey, 2022	

Figure 15. Metro Area Employment Projections, 2020-2030

■ Net Job Growth
■ Labor Force Exit Openings

Occupation	Net Job Growth	Labor Force Exit Openings
Food Preparation & Serving Related	19,964	94,871
Office & Administrative Support	-11,326	106,000
Healthcare Support	21,015	65,544
Sales & Related	-2,733	80,511
Transportation & Material Moving	9,587	62,874
Business & Financial Operations	9,584	41,275
Education, Training, & Library	8,412	41,917
Personal Care & Service	8,402	34,483
Management	9,719	31,403
Production	-689	39,961
Healthcare Practitioners & Technical	8,747	27,299
Building, Grounds Cleaning & Maint.	2,848	30,096
Computer & Mathematical	11,496	19,507
Construction & Extraction	2,542	19,325
Installation, Maintenance, & Repair	1,895	18,338
Community & Social Service	4,353	13,333
Arts, Design, Entertainment, & Media	2,898	13,083
Protective Service	1,672	13,599
Architecture & Engineering	2,174	9,902
Legal	1,333	4,870
Life, Physical, & Social Science	1,311	3,709
Farming, Fishing, & Forestry	69	1,435

-50,000   0   50,000   100,000   150,000

Source: DEED Employment Outlook

C.2.   Describe the sectors or occupations of focus for region, including:

The Metro Region aligns closely with the State's Drive for Five initiative sectors: Caring Careers, Manufacturing, Construction, Education, and Information Technology. Further, due to the robustness of the regional economy and local board leadership the following sectors are also of importance in the region: Finance and Insurance; Hospitality, Transportation/Material moving, and Green Energy and related sectors.

   a.   How the region will use the labor market information and conduct outreach to business and industry to select the targeted sectors for developing sector partnerships for occupations in demand that provide family sustaining wages. If sectors and occupations have been already selected, describe them within this response.

As described in previous answers, using data to inform sector partnerships is critical to building a healthy regional labor force that matches job and career opportunities. Throughout the region our business/employer outreach specialists, employees of the local area, use labor market information extensively to open conversations with employers, showing local demand and

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potential demographic shifts, including an aging workforce, immigration trends, etc. to highlight opportunities to partner at the local and regional level to solve labor force issues. Further, the Metro Region partners with Real Time Talent as another tool to look forward to hiring trends, economic projections, and other regional economic indicators.

     b.   Alignment to the five sectors of focus in Drive for 5, including which local area in the region is focused on each or any of the Drive for 5 sectors. Complete Attachment G – Local Workforce Development Area Key Industries in Regional Economy.

The Metro Region is in complete alignment with the five sectors of focus in Drive for Five. The regional data shows clearly that these sectors are critical to the health of our region and align well with opportunities for job seekers to enter a pathway to family-sustaining wages. While not all sectors identified in Drive for Five have starting wages at or above family-sustaining wages, each sector has a clear pathway through continued education, career laddering, and on the job training, to jobs and careers in that sector at or above $25.00 per hour. See Attachment G for list of key regional industries.

     c.   The make-up of the sector partnerships will be determined and the expertise and resources they bring to the partnership.

As noted on B.3. each director in the region is identified as point-person per sector partnership. The make-up of partnerships is built on local strategies that already exist through local board structures and other key stakeholders both local and regional who have expertise and potential resources to bring to the partnership tables. One example of this structure is the Information Technology sector table organized and lead by City of Minneapolis. Both local board participation exists to lead this effort, but an expanded table includes IT trainers, private employers participating in internship development, chambers of commerce, and industry groups.

Further examples of sector partnerships are below:

- **IT sector**- Through a partnership with Minneapolis College, PPL will pilot a Computer User Support Specialist 16-week, 5-course cohort that results in a Google IT Support Certification. Participants will concurrently receive job-readiness and financial empowerment education. PPL will leverage new and existing employer partners to connect successful program participants to job vacancies.
- **Health Care sector**-
    a. Programming will include recruitment, training, and preparation for credential attainment of CNA Licensure. Training includes a pre-training model that incorporates employment and computer skills training, as well as real-life realities of the CNA profession. Employer engagement is also incorporated throughout the program delivery design.
    b. An expansion of CAPI's Healthcare Career Pathways training by increasing the number of people served, who identify as English Language Learners, with CNA training. In addition, CAPI is offering 8 hours of knowledge test practice for NATO exam, and 3 hours of Mental Health First Aid training to increase passage rate of state exam. Programming also offers participant stipends support services, work- readiness, and financial coaching.

- **Manufacturing sector**-
  a. Manufacturing Career Pathway training connecting individuals to manufacturing careers following a flexible, high-touch and hands-on approach to develop skills in metal work, machine operation and precision manufacturing. Training program incorporates work readiness and industry knowledge, industry foundations, and comprehensive support services with job search support upon completion with connection to new and existing employer partners.
  b. Programming will incorporate paid participation in professional development, empowerment, and employment. Youth Pathways Program will offer career readiness training, hands-on engagement opportunities to explore interests, and then matched to real-world community projects which offers opportunity to earn industry-backed certifications. Upon graduation from Youth Pathways Program, participants can engage in alumni network to ensure success beyond programming and in the field.
- **Green/Energy sector**- Advanced Training program prepares young adults through a combination of innovative, hands-on, field training and classroom-based work readiness and career exploration training to transition from programming directly into employment in the Green/Energy sector with family-supporting salaries.
- **Finance/Banking sector**- Programming targets serving women and people of color, offering Securities Industry Essentials (SIE) skills training program to qualify individuals for entry- level jobs in the finance sector. GESMN provides customized coaching, support, and work readiness training in conjunction with the SIE training to ensure participant success.
- **Hospitality sector**- MTP will partner with 9 hotels in Bloomington and Minneapolis by offering comprehensive work readiness and job skills training to prospective new hires. The training incorporates customer service, housekeeping, and culinary occupational skills. Program design also integrates case management, workshops, networking, and job search assistance.
- **Transportation sector**-
  a. Centering a culturally specific approach, offering an experiential learning environment, and incorporating mentorship for career development strategies prepares participants for success in MTG's programming. The Driving Beyond Barriers program offers credentialed CDL training and direct access to job opportunities through their employer network. Job placement, career development and financial literacy components are incorporated throughout and MTG offers support services to mitigate barriers.
  b. In partnership with Interstate Truck Driving School, PDS will support participant's CDL training and incorporate work readiness assessments and training, developing individual training plans, support during CDL training, job placement assistance and job retention.

C.3. The demographic makeup of the labor force in those sectors as compared to the regional labor force, and how the region will work to close any identified gaps.

Like our partnership with DEED LMI for current economic conditions, we rely on DEED LMI data for our demographic data of the labor force. The data helps local and regional decision makers to project need, examine gaps, and see opportunities to provide demographically specific

services. Again, below is a snapshot of recent labor force demographic trends used by the metro to inform key decisions for investments and planning, such as Drive for Five (*Regional Profile: Twin Cities Metro Area Planning Region*, 09/13/2023):

> According to the new 2022 5-year estimates, the Seven-County Metro Area had a labor force size of 1,778,729 people. The labor force includes all persons, 16 years of age and older, who are either employed or unemployed. The bulk of the Metro Area's labor force is made up of those persons in the prime working age group, or those between the ages of 25 and 54 years. In 2022, there were about 1,145,400 people in this group, making up nearly two-thirds (64.4%) of the region's labor force. Those slightly older, between 55 and 64 years, accounted for 16.9% of the region's labor force, equal to nearly 300,000 people. The youngest cohort, between the ages of 16 and 24 years, accounted for 13.5% pf the region's labor force, equal to nearly 240,000 people. Finally, those 65 years and over made up 5.3% of the region's labor force, equal to 93,800 people. Combined, those 55 years of age and older accounted for over one-in-five (22.1%) persons in the Metro Area's labor force, equaling a large share close to or at retirement age (Table 1).
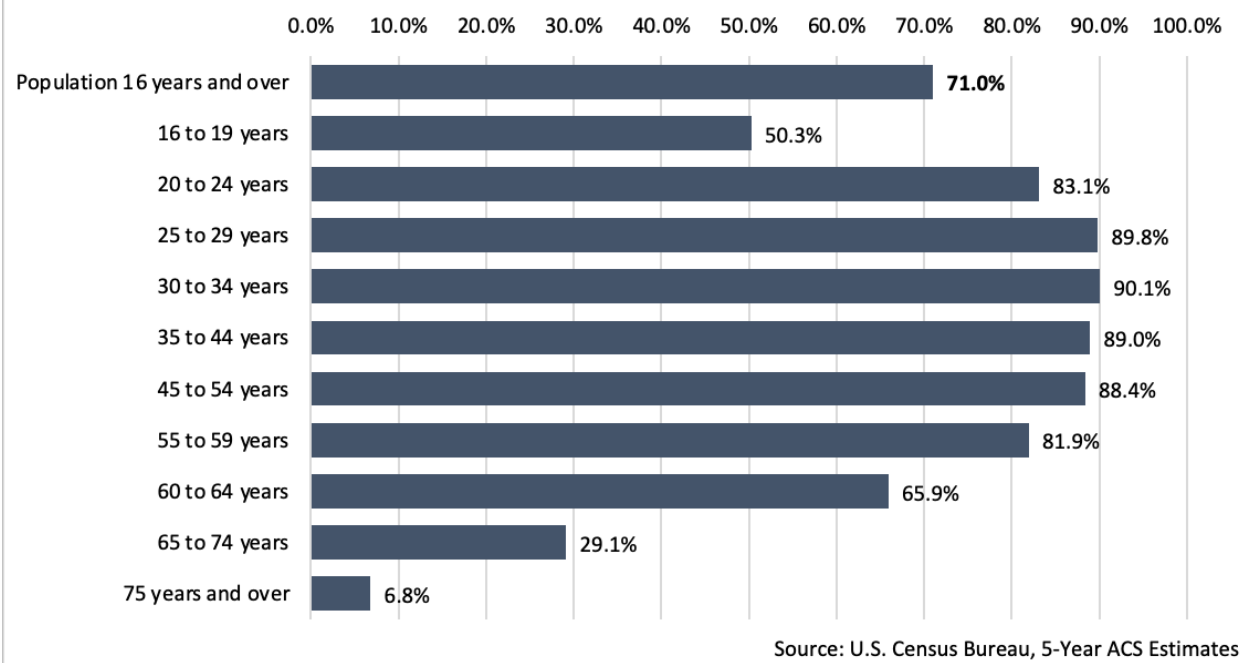
> With its population 16 years of age and older equaling 2,503,656, the Metro Area had a labor force participation rate of 71.0% in 2022. This was slightly higher than the statewide labor force participation rate of 68.7%, and significantly higher than the national labor force participation rate of 63.5%. By age, highest labor force participation rates are among those between the ages of 25 and 54 years. This is why this age cohort is labeled the prime working age. Labor force participation rates top out at 90.1% for those between 30 and 34 years before gradually declining to 81.9% for those between 55 and 59 years. Such rates then begin to plummet, equaling 65.9% for those between 60 and 64 years, 29.1% for those between 65 and 74 years, and 6.8% for those 75 years and over. Labor force participation rates are also significantly lower for teenagers between 16 and 19 years, equaling 50.3% in 2022 (Figure 1).

> Between the 2017 and 2022 5-year ACS estimates, the labor force participation rate for the total population 16 years of age and older in the Metro Area declined from 72.2% to 71.0%. While this seems a small decline, it is equal to thousands of workers. Data from the [Department of Employment and Economic Development's](#) (DEED) [Local Area Unemployment Statistics](#) (LAUS) backs this trend up. Much of this decline is due to older workers leaving the labor force, largely with retirements. The region is also still recovering from the exodus of workers from the labor market during the COVID-19 recession. According to LAUS data, the Metro Area's labor force was down about 32,100 workers between annual 2020 and 2022.

Table 1. Metro Area Labor Force Characteristics by Age, 2022 5-Year Estimates					
Age Cohort	Population	Labor Force	Labor Force Participation Rate	Labor Force Change 2017-2022	
				Numeric	Percent
Population 16 years & over	**2,503,656**	**1,778,729**	**71.0%**	**+61,656**	**+3.6%**
16 to 19 years	157,642	79,234	50.3%	+4,519	+6.0%
20 to 24 years	193,205	160,616	83.1%	-799	-0.5%
25 to 29 years	225,314	202,412	89.8%	-468	-0.2%
30 to 34 years	234,004	210,814	90.1%	+5,973	+2.9%
35 to 44 years	439,630	391,054	89.0%	+42,167	+12.1%
45 to 54 years	385,986	341,099	88.4%	-25,103	-6.9%
55 to 59 years	209,166	171,351	81.9%	+1,117	+0.7%
60 to 64 years	195,151	128,601	65.9%	+16,361	+14.6%
65 to 74 years	278,540	81,184	29.1%	+16,299	+25.1%
75 years & over	185,018	12,622	6.8%	+2,573	+25.6%
Source: U.S. Census Bureau, American Community Survey					

Between the 2017 and 2022 5-year estimates, the Metro Area's labor force expanded by 3.6%. This was equivalent to over 61,600 people. For reference, Minnesota's labor force size expanded by 2.6% during that period. The most significant growth in the Metro Area's labor force was for those persons between the ages of 35 and 44 years (+42,167 people), with those between the ages of 60 and 74 years also expanding by a significant amount (+32,660 people). The most rapid growth was for those persons 75 years and over (+25.6%), as well as those persons 65 to 74 years (+25.1%). Both older age cohorts witnessed labor force growth rates about seven times that as for the total of all people. A large decline in the labor force was witnessed for those persons between the ages of 45 and 54 years (-6.9%; -25,103 people), with smaller declines for those persons between 20 and 24 years (-0.5%; -799 people) and 25 to 29 years (-0.2%; -468 people). Overall, the ACS data clearly highlights major shifts in the region's labor force for Baby Boomers as well as Millennials. Generation Z is gradually making inroads into the region's labor force as well, with those between 16 to 19 years growing at a rate nearly double the total rate of growth.

Figure 1. Metro Area Labor Force Participation Rates by Age, 2022

Age Group	Participation Rate
Population 16 years and over	**71.0%**
16 to 19 years	50.3%
20 to 24 years	83.1%
25 to 29 years	89.8%
30 to 34 years	90.1%
35 to 44 years	89.0%
45 to 54 years	88.4%
55 to 59 years	81.9%
60 to 64 years	65.9%
65 to 74 years	29.1%
75 years and over	6.8%

Source: U.S. Census Bureau, 5-Year ACS Estimates

While the Metro Area's labor force has shifted older with time it has also shifted to become more diverse. In 2017, those persons reporting as BIPOC (Black, Indigenous, and people of color) represented approximately 22.8% of the Metro Area's labor force. This was equivalent to just over 390,700 people. By 2022, the BIPOC share of the region's labor force was equivalent to nearly 480,000 people, representing approximately 27.0% of the total labor force size. This is a significant shift. In fact, where the BIPOC share of the region's labor force expanded by 22.7% (+88,812 people) between 2017 and 2022, the white alone, non-Hispanic or Latino share of the labor force contracted by 2.0% (-27,156 people). In other words, recent growth in the Metro Area's labor force was entirely due to the increasing BIPOC population working in the region (Table 3).

Data from the ACS allows one to analyze specific populations by race and ethnicity. For example, those reporting as Two or More Races experienced, far and away, the most growth in the Metro Area's labor force between 2017 and 2022. During that period, this population's labor force presence expanded by 115.1%, equivalent to approximately 46,275 people. This rate of growth was 32 times faster than the total labor force's rate of growth. At over nine times the growth rate as the total labor force, those reporting as Some other Race followed those reporting Two or More Races for most rapid labor force growth between 2017 and 2022 (+33.3%; +12,526 people) (Figure 2).

Those reporting as Black or African American (+18.8%; +25,452 people) and those reporting as Asian (+17.9%; +20,927) also witnessed rapid and significant growth in the labor force. Those reporting Hispanic or Latino origins (of any race) experienced a similar

growth rate to those reporting as Black or African American and Asian (+17.4%; +16,521 people).

Losses in the Metro Area's labor force between 2017 and 2022 were witnessed by those reporting as white alone (especially concentrated among the subset being white alone, not Hispanic or Latino), Native Hawaiian and Other Pacific Islander (-46.3%; -379 people), and American Indian and Alaska Native (-6.9%; -555 people).

While the Metro Area's labor force is becoming more diverse with time, about three quarters of the region's workers report being white alone (1,335,828 people). This is followed is followed in size by those workers reporting as Black or African American (9.0%; 160,952 people), those reporting as Asian or other Pacific Islander (7.8%; 138,158 people), those reporting Two or More Races (4.9%; 86,493 people), those reporting Some other Race (2.8%; 50,174 people), and those reporting as American Indian or Alaska Native (0.4%; 7,538 people). Those reporting as Hispanic or Latino (of any race) account for 6.3% of the region's labor force, equivalent to approximately 111,508 people (Figure 3).
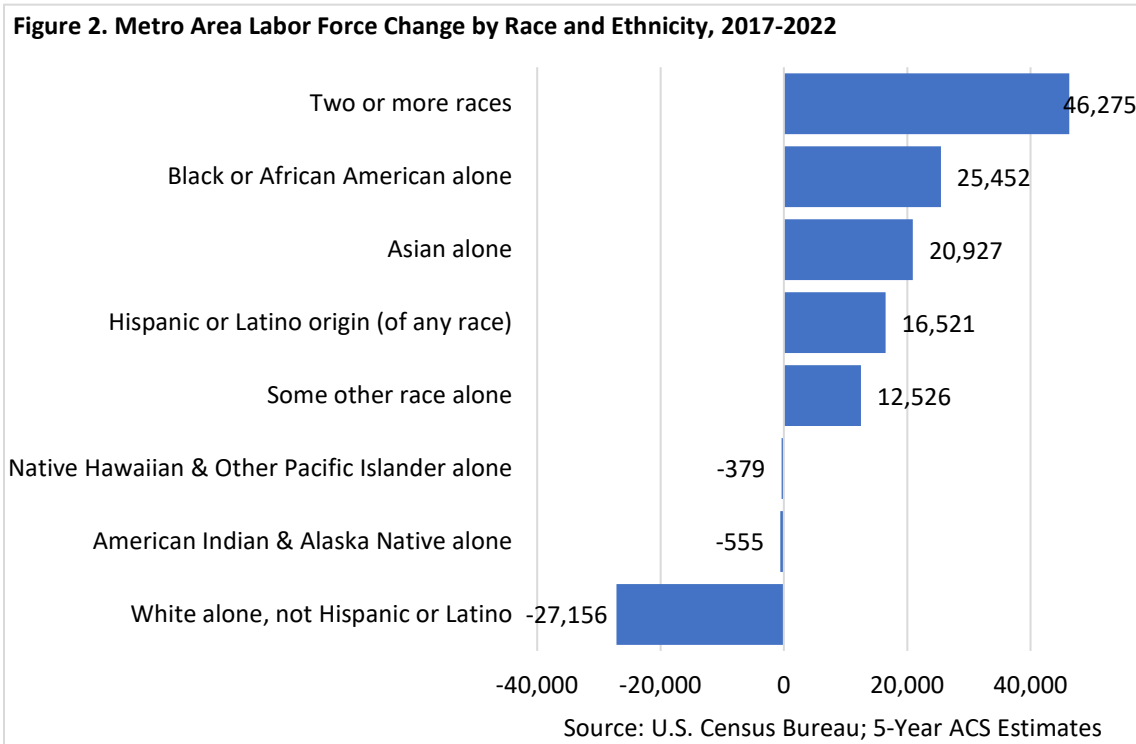
Figure 2. Metro Area Labor Force Change by Race and Ethnicity, 2017-2022

Category	Value
Two or more races	46,275
Black or African American alone	25,452
Asian alone	20,927
Hispanic or Latino origin (of any race)	16,521
Some other race alone	12,526
Native Hawaiian & Other Pacific Islander alone	-379
American Indian & Alaska Native alone	-555
White alone, not Hispanic or Latino	-27,156

Source: U.S. Census Bureau; 5-Year ACS Estimates

Table 4. Metro Area Labor Force Statistics by County 2022 5-Year Estimates							
Area	White, Not Hispanic or Latino Labor Force			BIPOC Labor Force			
	2022	Change, 2017-2022		2022	2022 Share	Change, 2017-2022	
		Numeric	Percent			Numeric	Percent
Anoka County	161,434	-6,055	-3.6%	41,497	20.4%	+12,604	+43.6%
Carver County	53,172	+1,070	+2.1%	7,222	12.0%	+2,180	+43.3%
Dakota County	190,979	-5,444	-2.8%	58,099	23.3%	+13,672	+30.8%
Hennepin County	516,175	-5,922	-1.1%	219,061	29.8%	+32,691	+17.5%
Ramsey County	188,371	-12,663	-6.3%	108,955	36.6%	+15,129	+16.1%
Scott County	70,613	+2,309	+3.4%	16,847	19.3%	+4,625	+37.8%
Washington County	118,456	-452	-0.4%	27,847	19.0%	+7,911	+39.7%
Metro Area	**1,299,201**	**-27,156**	**-2.0%**	**479,528**	**27.0%**	**+88,812**	**+22.7%**
Minnesota	**2,480,000**	-48,150	-1.9%	**637,089**	20.4%	+126,397	+24.8%
				Source: U.S. Census Bureau, American Community Survey			

Figure 3. Metro Area Labor Force Distribution by Race, 2022

Some other race alone 2.8%
Two or more races…
Asian or other Pacific Islander 7.8%
American Indian and Alaska Native alone 0.4%
Black or African American alone 9.0%
White alone 75.1%
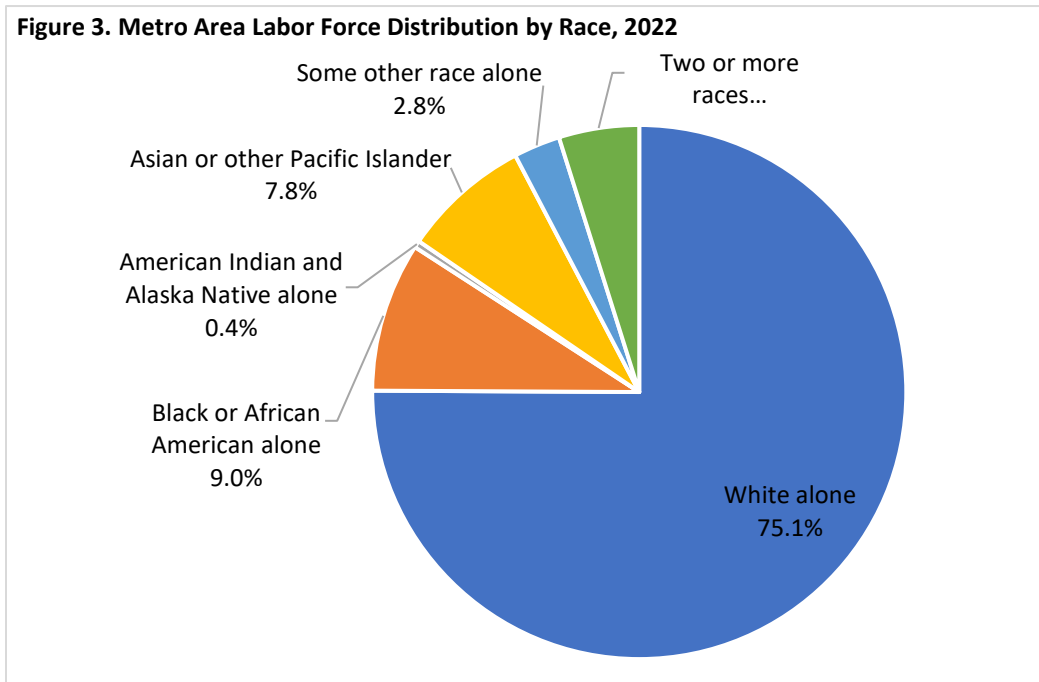
Table 3. Metro Area Labor Force Characteristics by Race and Ethnicity, 2022 5-Year Estimates					
Race or Ethnicity	**Population**	**Labor Force**	**Labor Force Participation Rate**	**Labor Force Change 2017-2022**	
				Numeric	**Percent**
Population 16 years and over	**2,503,656**	**1,778,729**	**71.0%**	**+61,656**	**+3.6%**
White alone	1,903,473	**1,335,828**	70.2%	-41,219	-3.0%
Black or African American alone	222,795	**160,952**	72.2%	+25,452	+18.8%
American Indian and Alaska Native alone	12,566	**7,538**	60.0%	-555	-6.9%
Asian alone	185,079	**137,719**	74.4%	+20,927	+17.9%
Native Hawaiian and Other Pacific Islander alone	616	**439**	71.3%	-379	-46.3%
Some other race alone	65,480	**50,174**	76.6%	+12,526	+33.3%
Two or more races	113,647	**86,493**	76.1%	+46,275	+115.1%
Hispanic or Latino origin (of any race)	143,227	**111,508**	77.9%	+16,521	+17.4%
White alone, not Hispanic or Latino	1,856,809	**1,299,201**	70.0%	-27,156	-2.0%
BIPOC	646,847	**479,528**	74.1%	+88,812	+22.7%
Source: U.S. Census Bureau, American Community Survey					

C.4.   How the local board will make opportunities in these areas known to customers, including employers and job seekers, and how the local board will create, modify, or expand responsive workforce development programs and initiatives.

The diversity of local area service delivery models throughout of Metro, including fully decentralized to centralized through a county government structure, means the dissemination of information and opportunities differs across the region. However, each local area and as a region partner closely and will work for closer alignment with the Governor's Workforce Development Board to explore new opportunities and ways to broaden messaging about ways to connect. The strategies deployed across the metro area are designed to be easily adapted to changing economic or social conditions.

While each area works differently, the metro coordinates key messages regarding sector strategies, helping to coordinate communication and outreach to employers and sector stakeholders. Further, each area, in connection with one-another, uses its locally elected officials in different ways to coordinate and promote program offerings. Again, due to the various structures, each area draws on their strengths to promote the economic health of the region. The strategy differs from outreach to job seekers which is much more tailored to the local area where programmatic offerings, locations, times, etc. may differ according to who the program operator is.

C.5. Based on the regional/local assessment of workforce development system services, describe how strategies will be created to pursue a more responsive alignment of employment and training services.

Adaptation to changing economic conditions and job seeker needs will continue to be a focus of the Metro Region. Following the monumental shifts forced upon workforce development systems and structures because of Covid 19, and subsequent federal investments in local areas through ARPA funding, the region will use the tools and techniques learned during those years to continue to innovate and pursue a more responsive system for employers and employment and training partners. This includes the use of broad networking events, virtual roundtables, virtual/hybrid/in person career fairs, job clubs, and other participant facing activities. Further, new strategies like an Apprenticeship Outreach Office in North Minneapolis will be piloted to test a new strategy to recruit and connect job seekers from BIPOC and other under-represented communities to employers and opportunities in apprenticeships and align employment and training to the Department of Labor and Industry.

Further, to increase the access to quality employment services for youth and young adults, Ramsey County is working to increase alignment and decrease duplication in the youth workforce ecosystem. The county, in partnership with the Suburban Ramsey Family Collaborative and other partners created Youth Works, a network of youth employment professionals that meet regularly to support each other and the wider community. In 2021, the Ramsey County Board of Commissioners and the Saint Paul City Council, invested nearly $25 million of American Rescue Plan Act resources to support the ecosystem and this created an opportunity to work more closely with government, education, non-profit and employer partners. This work has included scanning and surveying the partners in the ecosystem to understand what supports are and are not available to our young people. Currently, the core ecosystem partners are working together on a shared strategic plan to enhance and improve the experience for young people receiving employment services in Ramsey County, regardless or program, funding stream or provider.

C.6. Describe how the entities responsible for participating in this process will be selected, including their expected roles and responsibilities.

For the Metro Region to be successful as a system working to support 3 million residents and millions of jobs, the metro leadership believes in an all-hands-on-deck approach to participation. This work cannot be done in traditional silos and within categorical funding. While those realities will exist despite our alignment efforts, it will be an approach that admits those silos exist but works creatively to find alternative solutions to shared challenges. Examples include working closely with housing partners within our own structures closely, economic development teams across the metro, k12/Adult Education partners, and transportation providers to work towards that more aligned and responsive system.

C.7. Describe how outcomes will be determined in terms of employment and training services.

To understand the impact of regional strategies in a complicated, diverse, and multifaceted metro, outcomes of employment and training services will need to be assessed in multiple ways, two examples are:

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1. Traditional WIOA measures will continue to be paramount to the local boards and by extension the Regional Oversight Committee. These measures are foundational to the local relationship to the State of Minnesota and to the federal government.

2. Assessment of regional economic health of all communities and demographics. The Metro region is home to the most diverse cities, communities, and neighborhoods in the state. For all to prosper in the Minnesota economy, disparity reduction between White Non-Hispanic and BIPOC residents and between White Non-Hispanic and those with barriers to employment, be it age, language, justice involved, persons with disabilities, must be part of the regions outcomes measures. While many of these indicators are macro in scale, and no one system can be responsible for total disparities reduction, the systems and structures must work together in alignment to attach these long standing social and economic challenges faced by many in our communities.

Local Plan

SECTION A: LOCAL BOARDS VISION, GOALS AND STRATEGIES

A.1.   Describe the local area board's strategic vision for preparing a skilled workforce and how it aligns with the State's Vision, Goals and Strategies.

> The local board's strategic vision is based on a five-year projection study conducted by Real Time Talent of what occupations and industries have the greatest potential for growth in our local area. Our strategies align with the "Drive for 5" focused efforts that are the underpinning of the state's vision, goals and strategies.

A.2.   Describe the local area board's goals for preparing an educated and skilled workforce, including youth, individuals with barriers to employment, and individuals underrepresented in the local labor force.

> The local board's goals to address preparing and skilled workforce and serving the mentioned populations is through three primary approaches: 1) implementing Career Pathway Exploration through virtual reality, making it available across the local area for schools and community partners serving disadvantage populations to demonstrate where the good jobs are available and the skills needed to be successful; 2) improving outreach through community partners and shared events to increase awareness of services available to help them enhance their career opportunities; 3) to offer training to our businesses that will increase their awareness of how to become a more inclusive workforce through the I-WE program, as our population continues to diversify ethnically and generationally. The Local board has Action Teams in these three areas.

A.3.   Describe how these goals relate to the performance accountability measures based on the primary indicators to support regional economic growth and economic self-sufficiency.

> The CDA, with the economic development representative on the local board, had a study conducted by Real Time Talent on our local area's potential for economic growth and identifying family sustaining wage occupations. This study is being used to focus our attention on promoting and educating our future and current workforce on what might be their first or next Career Pathway for them to explore for greater economic self-sufficiency.

A.4.   Describe the strategy to work with the entities within your local workforce development area that carry out the core programs to align resources available to the local area to achieve the strategic vision and goals of the local area board and the state.

> The local board has a Community Engagement Action Team that works with all the system partners and community organizations to better align resources that are available and to

enhance awareness of these resources through community events and information sharing. This strongly supports the goal to achieve the strategic vision and goals of the local area and the state.

A.5.   Describe a best practice or area of strength of the local area as it relates to the State's Vision, Goals and Strategies that should be considered for replication or scale across the state.

During the COVID Pandemic, the Chambers of Commerce in our local area created a Washington County Chamber Coalition that included the Director of the local board and the CDA's Economic Development Director. Through a survey about business needs coming out of the pandemic, we created a program based on the World Café design. Five events were held across the local area over a period of 18 months, offering business the opportunity to share and discuss the top five issues the survey identified. Each event had 50-80 businesses attend, and we've had requests to continue these efforts, focusing on new topics. DEI&A may be the next area of focus, based on the Drive for 5 criteria that the state had in their grant opportunity and supporting I-WE certification.

A.6.   Describe the sectors or occupations of focus for the local area board, including:

   a.   How those sectors compare to the sectors of focus within your workforce region.

The industry sectors of manufacturing, construction and health care were the top 3 identified within the CDA study that the local board is focusing on, which are included in the identified industries within the region and the Drive for 5.

   b.   The demographic makeup of the labor force in those sectors as compared to the local labor force, and how the local area will work to close any identified gaps.

The identified gaps in our sectors are tied to gender, ethnicity, and generational differences. It has become a primary focus for us to not only assist career seekers in learning about their opportunities, but also providing training for businesses to help them understand the impact of these gaps in addressing their workplace culture, hiring and retention; and business productivity and growth.

   c.   How the local board will make opportunities in these areas known to customers, including employers and job seekers, and how the local board will create, modify, or expand responsive workforce development programs and initiatives.

We offer and attend events in coordination with many partners to help address these gaps. We offer workshops to job seekers that help them stay current with successful approaches to make sure their skills are well known by hiring businesses. We provide job fairs at various

> locations to assist with connecting job seekers with businesses and include information about our services. We will continue to offer business workshops using the World Café design to help them improve their practices and policies to help close the gaps and address their workforce challenges.

A.7.   Describe the process used by the local area board to provide opportunity for public comment, including comment by representatives from businesses and comment by representatives of labor organizations, and input into the development of the local plan, prior to submission of the plan.

> The draft plan will be published for public comment for 30 days through the County's various practices and be shared to all board members for review and comment. All categories of required representatives of the local board will participate in its final review and approval.

A.8.   Describe how the local area is working together to prepare the workforce for state and federal investments in the Bipartisan Infrastructure Law (BIL), the Creating Helpful Incentives to Produce Semiconductors (CHIPS) and Science Act, and the Inflation Reduction Act (IRA) (collectively referred to as Investing in America (IIA)).

> This will be coordinated at the regional level among the 6 local areas, with local boards providing input based on the possible impact of these state and federal investments within each of the local areas. Initial meetings of the local area directors have shown many differences in how this will impact each local area.

SECTION B: PROGRAM OPERATIONS

CareerForce Operations – Connection to Services

B.1.   Describe how local area boards will work with each other, core title providers and available data to designate at least one CareerForce Center per local workforce development area as comprehensive and make recommendations on recognizing affiliate and standalone partner sites.

> Local boards have the authority to designate comprehensive centers and affiliate sites. Other local areas within the region do not participate in this process, as it is not under their authority to say or suggest where other local areas have their site, it is a local decision. Our comprehensive center is in the largest population hub in Washington County - Woodbury. We have affiliate sites in Forest Lake and Cottage Grove, the northern and southern areas of the county. All our locations are in county facilities. Vocational Rehabilitation Services has the only stand-alone site in our local area and has space assigned at the comprehensive center as needed.

B.2. Describe the strategies to ensure proper connectivity and coordination among the physical sites within the local workforce development area.

Our Sr. Career Services Specialist and our Supervisor of the WIOA Adult, Youth and DW programs work together to ensure all services are readily available at our 3 physical sites. Connections also exist with the other non-collocated partners to ensure referrals are made and other coordinated efforts. Staff will move among the three locations as needed by customers. The Career Services Team meets every two weeks to discuss and share activities and staffing coverage needs for the 3 locations.

B.3. Describe the strategies to ensure proper connectivity and coordination among the service providers within the local workforce development area.

The local board has a Community Engagement Action Team that meets six times a year to discuss and coordinate how partners can continue to be well connected and plan for coordinated activities to ensure that our residents are well informed about the services available through the workforce development system in our local area. This is also included in our One-Stop Operator agreement, with a member of the OSO serving as the Chair for this Action Team.

B.4. Describe other strategies that will be used to maximize services and access to services, such as non-traditional hours or using partner facilities.

We coordinate with other departments within the County to expand the awareness of our services. Two examples include our Libraries and Department of Corrections. Services are made available at library events, and programming is underway to work with youth and adults within the Dept. of Corrections. We also work with Chambers to share our services, with many of their events occurring outside of traditional hours and at their locations.

B.5. Describe the strategic approaches to ensure all elements of Career Services are available at service locations or online, including services for youth and individuals with barriers to employment or service access.

All Career Services are available at our locations with assigned staff in each of our 3 locations. We offer Career Services on-line through workshops on a regular basis, staying current with job seeking and career planning practices. Career Service staff also offer one-on-one appointments virtually or via telephone if customers are unable to physically visit a location.

B.6.   Describe how the local area board will facilitate access to services provided through the one-stop delivery system, including in remote areas, through the use of technology and other means.

The local board has three Engagement Action Teams – Business, Community, and Education, that focus on increasing access to services across the county. The Business Engagement Action Team partners with the chambers to improve business outreach and providing workshops to improve business practices. The Community Engagement Action Team works with many community partners to enhance access to services through events held throughout the local area. The Education Engagement Action Team works with all education partners to enhance knowledge and access to services and training. Our most recent launch is career pathways exploration through virtual reality, allowing people to explore 30 career opportunities.

B.7.   Describe how the one-stop centers are implementing and transitioning to an integrated, technology-enabled intake and case management information system for programs carried out under WIOA and programs carried out by one-stop partners.

WorkForce One is the state system to assist with participant information, being shared across the system. Minnesotaworks.net is also about to be redone to improve access for businesses and job seekers to connect. Within Community Services, which includes all public assistance programs and workforce development, we utilize Caseworks for other forms of participant information and tracking.

B.8.   Describe how supportive services, such as transportation and other needs, will be coordinated to better serve individuals with specific barriers to training, education, and employment.

The provision of supportive services is one of the main requests we have. During the ARPA funding period, the workforce development division received funding to assist in this area. The outcomes of these services being provided had a positive impact on job retention, completing training and other family related challenges. Washington County has created a mobility team to address transportation challenges that exist in the county. The local board is interested in addressing this and is waiting for the completion of the Gold Line being extended into Washington County, which will have a major impact on addressing transportation needs.

CareerForce Operations - Accessibility

B.9.   Describe strategies that will be used to leverage technology for services and ensure compliance with accessibility standards.

All three of our locations have computers in the CareerLabs to meet accessibility standards. We also have access to interpreters for language barrier situations. We also have documents printed in multiple languages that we are seeing in our local area.

B.10.   Describe the replicated cooperative agreements (as defined in section 107(d)(11) of WIOA) between the local area board or other local entities described in section 101(a)(11)(B) of the Rehabilitation Act of 1973 (29 U.S.C. 721(a)(11)(B)) and the local office of a designated state agency or designated state unit administering programs carried out under title I of such Act (29 U.S.C. 720 et seq.) (other than section 112 or part C of that title (29 U.S.C. 732, 741) and subject to section 121(f)) in accordance with section 101(a)(11) of such Act (29 U.S.C. 721(a)(11) with respect to efforts that will enhance the provision of services to individuals with disabilities and to other individuals, such as cross training of staff, technical assistance, use and sharing of information, cooperative efforts with employers, and other efforts at cooperation, collaboration, and coordination.

Vocational Rehabilitation Services (VRS) has a stand-alone office in our local area. As part of the MOU/IFA agreement, VRS makes themselves available to come to the Comprehensive Center and affiliate sites to provide services, based on the needs of the customers with developmental differences. MOU Language:

Services Provided: Provide employment & training services to eligible customers to prepare for, enter & keep employment.

Service Delivery Method: DEED-VRS will deliver services through a range of service delivery methods based on the individualized needs of customers and the local community. This includes but is not limited to:
- Staff availability at local VRS office
- Staff availability at one-stop centers
- Staff availability at educational institutions in the region
- Staff availability at community-based locations throughout the region
- Staff availability in the customer's home
- Staff availability through telephonic and electronic/virtual means

B.11.   Describe how entities within the one-stop delivery system will comply with section 188 of WIOA, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990, regarding the physical and programmatic accessibility of facilities, programs and

services, technology, and materials for individuals with disabilities including providing staff training and support for addressing the needs of individuals with disabilities.

> All entities within the one-stop delivery system comply with WIOA section 188 and the ADA. All entities have state agencies with oversight of the policies and practices for checking on requirements and practices to protect the rights of our citizens under WIOA and ADA.

CareerForce Operations – EEO Compliance

B.12.   The local workforce development area and their partners are aware of the responsibilities of the Equal Opportunity Officer, including attending DEED sponsored EO Training?

Yes   X
_____

B.13.   The local workforce development area is aware of and conducts annually a physical and program accessibility review.

Yes   X
_____

B.14.   Does the local workforce development area have in place an agreed upon WIOA Discrimination complaint process per the regulations?

Yes   X
_____

B.15.   Does the local workforce development area have in place an agreed upon WIOA Program Complaint Policy per the regulations?

Yes   X
_____

B.16.   Does the local workforce development area have in place a language access policy and plan? Describe your local workforce development areas language access policy. If you do not have a policy in place, use the following link as a guide in creating your policy Language Access Assessment and Planning Tool for Federally Conducted and Federally Assisted Programs (lep.gov). This link on pages 9-15 includes sample assessments, questions and information on: 1) Understanding how LEP individuals interact with your agency; 2) Identification and assessment of LEP Communities; 3) Providing language assistance services; 4) Training of staff on policies and procedures; 5) Providing notice of language assistance services. Should you have questions pertaining to your LWDAs language access policy contact the Office of Diversity and Equal Opportunity at DEED.ODEO@state.mn.us

Yes   X
_____

B.17. Describe the affirmative outreach strategies your local workforce development area will employ to recruit participants that are representative of the populations in your region. (You may also attach an outreach or engagement plan if one exists for your LWDA).

Through the Community Engagement Action Team and other partnerships our local area is well connected to support outreach to the populations in our region. Shared events are the most popular way to increase outreach and awareness of all services available. The County has a Community Engagement Unit that focuses on those with the most barriers, and they partner with our Workforce Division.

CareerForce Partners

B.18. Describe the roles and resource contributions of the one-stop partners.

All the roles and resource contributions are defined in the MOU and IFA as required under WIOA. Each Partner has defined what their services are, how they will be delivered, activities provided, and methods of referrals. They also commit to priority of services requirements for veterans and their family members and all other WIOA requirements under their programs. The resource contributions are based on whether or not the partner has permanently dedicated space or shared drop-in space with non-colocated partners to ensure access to services can be provided based on the needs of the individual and program services needed.

B.19. Describe how the local area board will ensure continuous improvement of eligible providers of services through the system.

The local area board has designated Washington County as the provider of all Title I WIOA programs. Performance measures have always been met or exceeded by the County.

B.20. Describe the local workforce development area's processes to assure non-duplicative services and avoid duplicate administrative costs.

With the County serving as the provider of Title I programs there is no duplication of services and administrative costs. For non-WIOA service providers in the local area we do try to have established partnerships to avoid redundancies and leverage each other's services as needed.

B.21. Describe how the Memorandum of Understanding will be or has been developed and used to ensure commitment of resources from service providers and required partners.

The MOU has been developed based on WIOA policies and requirements, which each partner detailing how they will meet the policies and requirements under their program specifications. All parties participate in reviewing the MOU and providing verbal/written approval prior to its release for signature approval.

B.22.   Describe how local area boards will ensure state policies on infrastructure funding requirements are adhered to and the process for addressing any discrepancies or disagreements.

> The local area board has developed the IFA based on recommendations made by the state agency. Each partner has reviewed and approved the IFA and it was approved by the County Board in February of 2024. There were many disagreements early on, but after the state agency held some sessions with the various programs, they proposed solutions that were accepted by all the partners in our local area. Any further issues will be delt with by the local area board with a special meeting, although none are expected. The IFA will be redone later in 2025, as a new County facility is being built and will require a revision to the IFA.

B.23.   Describe how local area boards, who contract out for provider services, will ensure that providers fully participate in infrastructure funding requirements and the alignment of service delivery within the local workforce development area 134(c)(3)(G) of WIOA.

> Our local board does not contract out for provider services. The County is the provider, receiving funds directly from the state.

B.24.   Describe the competitive process to be used to award the sub-grants and contracts in the local workforce development area for activities carried out under section 107(d)(16) WIOA.

> Local Area 16 does not sub-grant services under section 107(d)(16). Washington County is the sole provider of WIOA Adult, Youth and Dislocated Worker services.

B.25.   Describe and identify the entity responsible for the disbursal of grant funds described in section 107(d)(12)(B)(i)(III) of WIOA.

> There is no disbursal of grant funds described in section 107(d)(12)(B)(i)(III) of WIOA.

Levels of Performance

B.26.   Describe how the local levels of performance negotiated with the Governor and chief elected official will be used to measure the performance of the local workforce development area and to be used by the local area board for measuring the performance of the local fiscal agent, eligible providers under subtitle B of WIOA and the One-stop delivery system.

Performance and budget reports are provided on an annual basis for the WIOA Title I programs provided by Washington County. Other programs also provide an annual update of their performance in the local area.

B.27.   Describe the actions the local area board will take toward becoming or remaining a high-performing board, consistent with the factors developed by the state board.

The local area board is designed to address the three significant areas to enhance our workforce development system in our local area. There is four Action Teams that do the following:

Business Engagement – Focus on developing strategies and services that address the workforce needs of businesses.

Community Engagement – Focus on developing strategies that increase outreach and awareness of all the services provided for workforce development and ancillary services through other programs not directly associated with WIOA programs to those with barriers to employment and training.

Education Engagement – Focus on strategies to shorten our talent pipelines through stronger Career Pathways Career Exploration, and helping employers connect with high school and post-high school training opportunities.

Oversight Action Team – Brings the chairs of the other 3 Action Teams together to share and discuss what strategies are being developed and deployed to ensure no duplication and to enhance coordination among the Action Teams when appropriate.

Local Workforce Board Governance

B.28.   Briefly describe the local area board's policy and timetable for filling vacancies, replacing/reappointing individuals whose terms have come to an end. Include in your description any plans to fill the terms that will be expiring as of June 30, 2024.

Vacancies are typically filled within 1-2 months, depending upon when the notice for non-renewal by a board member is known. We do occasionally have members drop off the board due to unforeseen personal or professional reasons. Board members will be contacted 2 months prior to the end of their term to see if they are interested in continuing to serve on the board. Once we are notified a new member will be sought or the member will be put on the list for continued appointment.

B.29.   Is your local area board currently in compliance with WIOA?

Yes _____

No ___X__

If No, what steps will be taken to bring your local area board into compliance by June 30, 2024?

> At the time of this Local Plan submission, we have 4 open business representative seats. We have one application in process and several other businesses expressing interest in joining the local area board and a few inquiries.

B.30. Please include in Attachment B the composition of your board, including the sectors represented on the board, and to the extent practicable, the demographic makeup of your board.

> Attachment B Included – We are seeking to fill the vacant seats with businesses within the Drive for Five categories.

SECTION C: PROGRAM AND SERVICE DELIVERY

Local Area Board Program and Service Delivery

C.1.   Describe how the local area board, working with the entities carrying out core programs will expand access to employment opportunities for eligible individuals, particularly eligible individuals with barriers to employment.

> The Community Engagement Action Team of the Local Board leads these efforts to expand access to employment opportunities for eligible individuals, particularly individuals with barriers to employment. Events are held at a variety of locations to address specific needs through holding these events in accessible locations for these populations.

C.2. Describe how the local area board, working with the entities carrying out core programs, will expand access to supportive services for eligible individuals, particularly eligible individuals with barriers to employment.

> The Community Engagement Action of the Local Board leads these efforts to expand access to supportive services for eligible individuals, particularly individuals with barriers to employment. Core program supportive services, as well as other financial supports are promoted at community events to address these types of needs.

C.3. Describe how the local area board will facilitate the development of career pathways, co-enrollments (as appropriate) and activities that lead to industry recognized post-secondary credentials that are portable and stackable.

> We have launched Career Pathway Exploration through virtual reality that is available throughout our local area and serving all populations. The experiences also include information on credentials needed, where the training opportunities are available within our region, opportunities for financial assistance, and employer information.

C.4. Describe and assess the type and availability of adult and dislocated worker employment and training activities in the local workforce development area.

> We provide a variety of services to assist with employment and training needs for adults and dislocated workers. For those seeking employment, we offer workshops that cover the full array of preparation for being a good job candidate. Our trainer is constantly researching best practices to assist job seekers. For those needing training we assist with career seeking assessments and identifying appropriate training options and supports that best meet the needs of each individual.

C.5. Describe and assess the type and availability of youth workforce investment activities in the local workforce development area, including youth with disabilities, which description and assessment shall include an identification of successful models of such youth workforce development activities.

> We provide a variety of activities for youth, including outreach to school efforts, collaborating with youth serving agencies, and serving youth with disabilities with summer programming. Our outreach to school efforts focuses on providing career exploration in high demand occupations and industries in our local and regional area, allowing youth to see the options they are interested in for a career, and knowing where training is available and possible financial supports.
>
> Our collaboration with youth serving agencies enables us to improve our outreach to underserved and represented populations, providing work experience and other services to help them advance in their future. Our summer programming for youth with disabilities allows them to develop work skills and provides career assessment opportunities for what they might want to pursue as an adult. Awards are often earned for good attendance, developing skills, developing leadership skills, and some have earned a Governor's Award for being exceptional across all areas of performance.

C.6. Describe how training services under chapter 3 of subtitle B of WIOA will be provided in accordance with section 134(c)(3)(G) of WIOA, including, if contracts for training services will be used, how the use of such contracts will be coordinated with the use of individual training accounts under that chapter and how the local area board will ensure informed customer choice in the selection of training programs, regardless of how the training services are to be provided.

> Our local area doesn't contract credential-based training. Our local area uses the EPTL for the selection of qualified training providers that are reviewed with the participant so they can make the choice that best fits their needs.

C.7. Describe the plans and strategies for, and assurances concerning, maximizing coordination of service provided by the state employment service under Wagner-Peyser Act, and services provided in the local workforce development area through the one-stop delivery system, to improve service delivery and avoid duplication of services.

> The Wagner-Peyser staff assigned to our local area has done a great job of coordinating and collaborating with our Career Services team to meet the individual needs of our job seekers. Along with making RESEA calls to unemployed individuals to make them aware of CareerForce services, the person has also supported staffing needs in the CareerLab at our comprehensive center in Woodbury. The person also attends our bi-weekly Career Services Team meetings to share what the week looks like so we can ensure well-coordinated efforts with Wagner-Peyser. DEED has also been awarded state funds to increase their staffing to assist local areas. The local board would like to see the return of business services representatives to enhance those services and activities, because businesses need more assistance than our staff can provide alone. MOU Language:
>
> **Services Provided:** Provide labor exchange and employment services to business and unemployed customers.
>
> **Service Delivery Method:** Direct access to online labor exchange, job search and career exploration tools, workshops, and appointments. These services are delivered on-site at the Woodbury Comprehensive One-Stop, at LWDA 16 affiliate sites, online (virtual), over the phone, or at a community site that provides greater accessibility for customers while ensuring privacy is maintained.

Interagency Coordination

C.8. Describe how the local workforce development system will work with entities carrying out core programs to align and support services with programs of study authorized under Carl D. Perkins Career and Technical Education Act.

> We work very closely with the Carl D. Perkins programming, with the regional coordinator attending board meetings and supporting our joint efforts to expand CTE opportunities for young adults and expanding the development of CTE programming. MOU Language:
>
> **Services Provided:** Skill training, certificates, degrees, and career pathways.
>
> **Service Delivery Method:** Within the existing provision of services model, Century College can provide access via in-person and online support services in coordination with

> One-Stop Center staff and college officials. Direct instruction and support services can also be made available on site at the Woodbury comprehensive one-stop center as determined by the Career Force/Workforce Development Board in consultation with Century College administration.

C.9. Describe how the local area board will coordinate education and workforce investment activities carried out under this title with relevant secondary and post-secondary education programs and activities to coordinate strategies, enhance services, and avoid duplication of services.

> The local board coordinates education and workforce investment activities through the Education Engagement Action Team, with attendees from high schools, post-secondary education professionals and our training programs participating. It provides the opportunity to share and plan for needed events and activities to support shorter talent pipelines and avoid duplication of services.

C.10. Describe how the local area board will coordinate education and workforce investment activities carried out under this title with public transportation and other appropriate supportive services.

> Workforce transportation is an issue in our local area. The County does have a transportation unit that is working on a variety of transportation issue. The Local Board has it on their radar and we are waiting for the expansion of the Gold Line into our Local Area. This will have a tremendous impact on this issue and will set the stage for the Local Board to become active in its implementation. The County's transportation unit is aware of the needs for workforce transportation challenges and will collaborate with the Local Board as we near the completion of the Gold Line expansion.
>
> The Workforce Development Division of Washington County is within the Department of Community Services, enabling strong connections to other appropriate supportive services. Staff regularly are making referrals back and forth between the public assistance programs and our employment and training programs.

C.11. Describe how the local area board will coordinate workforce investment activities carried out under this title in the local workforce development area with the provision of adult education and literacy activities under title II, including a description of how the local area board will carry out, consistent with subparagraphs (A) and (B)(i) of section 107(d)(11) and section 232 of WIOA, and the review of local applications submitted under title II of WIOA.

> Our local workforce development area coordinates activities with Title II services through a variety of efforts - including grants, shared events, and referrals for individual services. ABE is a key player on our Education Engagement Action Team to support connections with other

education providers and training opportunities. Their plan is also reviewed by the local area board for review prior to its submission. MOU Language:

Services Provided: Provide instruction in basic literacy skills needed for employment, ESL, GED test preparation and basic computer skills. WIOA Core Services.

Service Delivery Method: Direct case management of individual customers available on site and virtually at Woodbury Comprehensive One-Stop Center and by appointment or remote access at affiliate sites, or other sites that provide greater accessibility for customers and ensure privacy rights are maintained.

Employer & Economic Development Engagement

C.12. Describe how the local area board will ensure that eligible providers meet the employment needs of local employers, workers, and job seekers.

Washington County is the sole provider of Title I services, and they take directions from the local board action teams to ensure we are meeting the needs of local employers, workers, and job seekers. Mou Language:

Title I-B Adult/DW

Services Provided: Provide employment and training services to eligible customers to prepare for, enter & keep employment. WIOA Career Services and Training.

Service Delivery Method: Direct case management of individual customers available on site and virtually at Woodbury Comprehensive One-Stop Center and by appointment or remote access at affiliate sites, or other sites that provide greater accessibility for customers and ensure privacy rights are maintained.

Title-B Youth

Services Provided: Provide employment and training services to eligible young adults.

Service Delivery Method: Direct case management of individual customers available on site and virtually at Woodbury Comprehensive One-Stop Center and by appointment or remote access at affiliate sites, or other sites that provide greater accessibility for customers and ensure privacy rights are maintained.

C.13. Describe how the local area board will facilitate engagement of employers, including small employers, and employers in in-demand industry sectors and occupations, in workforce development programs.

Starting post pandemic, we've been coordinating with the Chambers of Commerce to provide information and training events to assist with optimizing their businesses. Five events have been held with between 50-100 businesses attending each event and there are continued

> requests for more events by businesses. The Local Board would like to see the next round of events focus on Drive for 5 related topics, such as the Job Quality Index and Inclusive Workplace Employers to enhance outreach, hiring, and retention of employees.

C.14. Describe how the local area board will support a local workforce development system that meets the needs of businesses in the local workforce development area. 102(b)(4)(ii).

> The local area board has good representation across all system partners through their Action Team approach. Data from the Real Time Talent assessment of the local areas needs for the next 5-10 years is being used to identify and align strategies and goals for the system partners and the Business Engagement Action Team is well focused on known needs of our businesses.

C.15. Describe how the local area board will better coordinate programs and services with local and regional economic development providers.

> The local area board, through its director and economic development representative, has been improving coordination of programs and services to meet business and workforce development needs. Both the board director and the economic development representative are also connected with other local directors and economic development representatives in the region and with EDAM. Information and idea sharing is key to improve coordination of programs and services.

C.16. Describe how the local area board will strengthen linkages between the one-stop delivery system and unemployment insurance programs by offering services to laid-off workers and possible lay-off preventative services for businesses, such as incumbent worker training that up-skills the workers and meets the needs of employers (can include but not be limited to, on-the-job training, apprenticeships, etc.).

> The local area board supports the promotion of information and services to businesses through its Business Engagement Action Team. It is viewed as highly important for businesses to know what options they have during periods of major changes. DEED provides referrals to local Career Force Centers for laid-off workers and the board director and economic development representative work together to share the options available for businesses to solve these types of problems. Although incumbent worker training is promoted, we have not received any requests for support in this area.

C.17. Describe how the local area board will coordinate workforce investment activities with economic development activities, including the promotion of entrepreneurial skills training and microenterprise services.

The economic development representative on the local board is the chair of the Business Engagement Action Team. He brings regular updates on his efforts to advance the support of new businesses through entrepreneurial skills training and microenterprises. "Open for Business" is a program that supports these activities across the metro region. The local board used ARPA funding to support these efforts. These needs are also addressed through the workshops we've provided to businesses and will continue to provide in the future.

Dislocated Worker Supports

C.18. How does the local workforce development area ensure staff comply with the policies and procedures for Rapid Response as communicated on DEED's website?

The local area board will coordinate activities based on the determination by the Rapid Response Team for needed services. WIOA does allow career services activities to be provided immediately except for training information and enrollment until a determination of a project is reached.

a. How does the local workforce development area inform the state Rapid Response team within 24 hours about an actual or potential dislocation event when there is possibility of a mass layoff (50 or more dislocations)?

The local area's WIOA Supervisor, Sr. Career Specialist, or Manager will notify the state Rapid Response Team immediately upon hearing about a potential layoff of 50 or more workers.

b. Describe how the local area board will coordinate workforce investment activities carried out in the local workforce development area with statewide rapid response activities.

The provision of career services can begin immediately to assist those laid-off with job seeking services. These services will be provided for those who do not want training, even if a project is determined and the bidding process has begun to deliver dislocated worker training services.

C.19. How does the local workforce development area inform the state Trade Act staff of companies that are potentially TAA certifiable?

When hearing about a major lay-off we reach out to the TAA Team at DEED to let them know about the possibility of a lay-off that might be certifiable under TAA, so they can begin their assessment.

a. How does the local workforce development area cooperate with the state Trade Act staff where the layoff involves a company that the DOL trade-certified?

> We cooperate with the TAA staff on the process that needs to be followed to ensure the best and timely services are made available to shorten periods of unemployment by those impacted by the lay-off.

b. Is the local workforce development area willing to participate in TAA Counselor Training and TAA Participant Training when a trade-certification occurs?

Yes   X

C.20. The local workforce development area has developed and implemented local Supportive Service policies that are consistently applied to all participants.

Yes   X

Describe the steps taken to ensure consistent compliance with the policy.

> Reviews of current or changing federal or state policies regarding supportive services are used to update and ensure consistent compliances across all programs and for participants.

Services to Military Service Members and Spouses

C.21. Are all WIOA-funded partners complying with the guidance provided in TEGL 10-09 regarding Priority of Service for Veterans and Eligible Spouses?

Yes   X

C.22. How do you identify current or former Military Service Members coming into your CareerForce Center?

> Upon entering and being greeted, they are asked if they are a current or former Military Service member. If the response is yes, they are given the form to fill out to provide necessary information. We also have posters on boards that promote their priority of service.

C.23. How do you inform current or former Military Service Members coming into your CareerForce Center about "Veteran Priority of Service?"

> Once their military service is verified, they are told about the priority of service they qualify for and are connected with the appropriate staff and services.

C.24. If your CareerForce Center has a presence on the Internet (outside of your local DEED CareerForce Center site) how do you promote Public Law 107-288, "Veterans Priority of Service" to veterans on that website?

> We do have it on our County website under the "Employment Services" page that covers all of locations for Career Services.

C.25. How do you identify current or former Military Service Members with "significant barriers to employment?"

> Through the priority of service process, we seek to identify their significant barriers to employment so we can develop and provide the best plan possible for our military service members.

C.26. When a current or former Military Service Member with a significant barrier to employment is identified, how do you refer them to an appropriate intensive service provider when there is no Disabled Veteran Outreach Program (DVOP) specialist in your CareerForce Centers?

> Connections are made with the DVOP assigned to our area and with our unit of Veteran Services within the Workforce Development & Veteran Services Division. This ensures that all available services are made available and accessible for the veteran.

C.27. How are DVOP and/or Local Veterans Employment Representatives (LVER) staff integrated into the overall service delivery strategy in your CareerForce Centers?

> As outlined in the MOU, the DVOP and LVER staff identify and commit to how they will be integrated into the overall service delivery strategy. Their contact information for making connections is readily available for all staff and partners to ensure our veterans are provided with all the services and support that are available to them. MOU language:
>
> **Services Provided:** Provide employment services and training for Veterans with disabilities through priority of service referrals. WIOA Core Services.
>
> **Service Delivery Method:** Direct case management of individual customers available on site at Woodbury Comprehensive one-stop and by appointment or remote access at affiliate sites

C.28. What is your strategy to ensure that job-ready job seekers enrolled in your programs (including non-program universal customers) are registering in MinnesotaWorks.net and are making their resumes viewable to employers?

> All Career Counselors and Career Services staff are trained to assist job-ready job seekers to establish an account in MinnesotaWorks.net, including assistance with improving their resumes and uploading them to the site.

C.29. Are all WIOA-funded partners complying with the guidance provided in TEGL 11-11, Change 1 and TEGL 11-11, Change 2 regarding Selective Service?

　　　　Yes　　　　X
　　　　　　‾‾‾‾‾‾‾‾‾‾

SECTION D: ASSURANCES AND CERTIFICATIONS

Training and Employment Guidance and State Law Compliance

Conflict of Interest and Integrity: Local area boards must make decisions in keeping with several laws and regulations. Indicate below that your local area board is aware and that the local workforce development area's conflict of interest policies are in compliance with DOL Training and Employment Guidance Letter (TEGL) 35-10 and Minnesota OGM 08-01 and its relevant federal laws and regulations, including being aware of the:

　　　A) referenced statute on Government Records

　　　B) requirement to retain documentation for six years.

　　　　Yes　　　　X
　　　　　　‾‾‾‾‾‾‾‾‾‾

Handling and Protection of Personally Identifiable Information: The local workforce development area is complying with the guidance provided in TEGL 39-11.

　　　　Yes　　　　X
　　　　　　‾‾‾‾‾‾‾‾‾‾

Human Trafficking: The local workforce development area is aware of TEGL 09-12 and will follow the procedures for working with trafficked persons.

　　　　Yes　　　　X
　　　　　　‾‾‾‾‾‾‾‾‾‾

 Gender Identification: The local workforce development area is aware of TEGL 37-14 (and associated Attachments 1 and 2) and will follow the procedures for developing a similar policy

including key terminology and have in place regarding working with customers who may be lesbian, gay, bisexual and transgender. Local workforce development areas will also participate in any related training.

Yes   X

Uniform Guidance: The local workforce development area is aware of TEGL 15-14 regarding Uniform Guidance.

Yes   X

Assurances

By signing and submitting this plan, the local area board is assuring on behalf of itself and the subgrantee, where applicable:

As a condition to the award of financial assistance from the Department of Labor under Title I of the Workforce Investment Act of 1998 (WIA) and the Workforce Innovation and Opportunity Act and any other DEED/Workforce Development Employment and Training funds, the grant applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions and other assurances of the following laws:

- **Accessibility** - Section 508 of the Rehabilitation Act of 1973, as amended - Requires that federally funded program providers make their electronic information and technology accessible to people with disabilities;

- **ACORN** – Funds may not be provided to the Association of Community Organizations for Reform Now, or any of its affiliates, subsidiaries, allied organizations or successors;

- **Audits** – 2 CFR 200.501 and Single Audit Act Amendments of 1996 - organization-wide or program-specific audits shall be performed;

- **Buy American** - Buy American Act – award may not be expended unless the funds comply with USC 41, Section 8301-8303;

- **Data Sharing** – MN Access to Government Data, MN Duties of Responsible Authority; MN Access to Information; MN Administrative Rules Data Practices; DEED Policy – Data Practices;

- **Disability** - that there will be compliance with the Architectural Barriers Act of 1968, Sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990;

- **Drug-Free Workplace** – Drug-Free Workplace Act of 1988 – requires all organizations to maintain a drug-free workplace;

- **Equipment** – 2 CFR 200. 313, 200.439 – must receive prior approval for the purchase of any equipment with a per unit acquisition cost of $5,000 or more, and a useful life of more than one year;

- **Fire Safety** – 15 USC 2225a – ensure that all space for conferences, meetings, conventions or training seminars funded in whole or in part complies with the protection and control guidelines of the Hotel and Motel Fired Safety Act (Public Law 101-391);

- **Fraud/Abuse** - that the provider has policies on fraud and abuse and will contact DEED for potential fraud and abuse issues; 20 CFR 667.630; DEED Policy – Fraud Prevention and Abuse;

- **Health Benefits** – Public Law 113-235, Division G, Sections 506 and 507 – ensure use of funds for health benefits coverage complies with the Consolidated and Further Continuing Appropriations Act, 2015;

- **Insurance** - that insurance coverage be provided for injuries suffered by participants in work-related activities where Minnesota's workers' compensation law is not applicable as required under Regulations 20 CFR 667.274;

- **Insurance –** Flood Disaster Protection Act of 1973 – provides that no Federal financial assistance to acquire, modernize or construct property may be provided in identified flood-prone communities in the United States, unless the community participates in the National Flood Insurance Program and flood insurance is purchased within 1 year of the identification;

- **Limited English** - Executive Order 13166 - Improving access to services for persons with limited English proficiency;

- **Nondiscrimination** - Section 188 of the Workforce Innovation and Opportunity Act (WIOA) - Requires applying nondiscrimination provisions in the administration of programs and activities for all eligible individuals, including individuals with disabilities;

- **Nondiscrimination** - Section 188 of the Workforce Investment Act of 1998 (WIA) - Requires applying nondiscrimination provisions in the administration of programs and activities for all eligible individuals, including individuals with disabilities;

- **Nondiscrimination** - Title VI of the Civil Rights Act of 1964, as amended – Prohibits discrimination on the bases of race, color, and national origin under any program receiving federal financial assistance;

- **Nondiscrimination** - Title VII of the Civil Rights Act of 1964, as amended - Prohibits discrimination on the basis of race, color, religion, sex or national origin in employment;

- **Nondiscrimination** - Title II of the Genetic Information Nondiscrimination Act of 2008 - Prohibits discrimination in employment on the basis of genetic information;

- **Nondiscrimination** - Title V of the Older Americans Act of 1965 - Prohibits discrimination based on race, color, religion, sex, national original, age disability or

political affiliation or beliefs in any program funded in part with Senior Community Services Employment Program funds;

- **Nondiscrimination** - [Title IX of the Education Amendments of 1972, as amended](#) - Requires applying nondiscrimination provisions, based on sex, in educational programs;

- **Nondiscrimination** - [Title I (Employment) Americans with Disabilities Act (ADA)](#) - Prohibits state and local governments, from discriminating against qualified individuals with disabilities in job application procedures, hiring, firing, advancement, compensation, job training, and other terms, conditions, and privileges of employment;

- **Nondiscrimination** - [Title II (State and Local Governments) Americans with Disabilities Act (ADA)](#) - Prohibits qualified individuals with disabilities from discrimination in services, programs, and activities;

- **Nondiscrimination** - [Section 504 of the Rehabilitation Act of 1973, as amended](#) - Prohibits discrimination against qualified individuals with disabilities;

- **Nondiscrimination** - [Age Discrimination Act of 1975, as amended](#) - Prohibits discrimination on the basis of age;

- **Nondiscrimination** - [Title 29 CFR Part 31](#) Nondiscrimination in federally-assisted programs of the Department of Labor, effectuation of Title VI of the Civil Rights Act of 1964;

- **Nondiscrimination** - [Title 29 CFR Part 32](#) Nondiscrimination on the basis of disability in programs and activities receiving or benefiting from federal assistance;

- **Nondiscrimination** - [Title 29 CFR Part 33](#) Enforcement of nondiscrimination on the basis of disability in programs or activities conducted by the Department of Labor;

- **Nondiscrimination** - [Title 29 CFR Part 35](#) Nondiscrimination on the basis of age in programs or activities receiving federal financial assistance from the Department of Labor;

- **Nondiscrimination** - [Title 29 CFR Part 37](#) Implementation of the Nondiscrimination and Equal Opportunity provisions of the Workforce Investment Act of 1998;

- **Nondiscrimination** - [Title 29 CFR Part 38](#) Implementation of the Nondiscrimination and Equal Opportunity provisions of the Workforce Innovation and Opportunity Act;

- **Nondiscrimination** - [Executive Order 13160](#) Nondiscrimination on the basis of race, sex, color, national origin, disability, religion, age, sexual orientation, and status as a parent in federally conducted education and training Programs;

- **Nondiscrimination** - [Executive Order 13279](#) - Nondiscrimination against grant seeking organizations on the basis of religion in the administration or distribution of federal financial assistance under social service programs, including grants, contracts, and loans;

- **Nondiscrimination** - The Minnesota Human Rights Act of 1973, Minnesota Statutes, Chapter 363A - Prohibits discrimination in employment and providing public services on the basis of race, color, creed, religion, natural origin, sex, marital status (employment only), disability, status with regard to public assistance, sexual orientation, familial status (employment only), citizenship, or age (employment only), and local human rights commission activity (employment only);

- **Nondiscrimination** - that collection and maintenance of data necessary to show compliance with the nondiscrimination provisions of WIA and WIOA Section 188, as provided in the regulations implementing that section, will be completed;

- **Opportunity** – Executive Order 12928 – encouraged to provide subcontracting/subgranting opportunities to Historically Black Colleges and Universities and other Minority Institutions and to Small Businesses Owned and Controlled by Socially and Economically Disadvantaged Individuals;

- **Personally Identifiable Information (PII) –** Training and Guidance Letter 39-11 – must recognize and safeguard PII except where disclosure is allowed by prior written approval of the Grant Officer or by court order;

- **Procurement** – Uniform Administrative Requirements – 2 CFR 200-317-36 – all procurement transactions to be conducted in a manner to provide, to the maximum extent practical, open and free competition;

- **Publicity** – no funds shall be used for publicity or propaganda purposes, preparation or distribution or use of any kit, pamphlet, booklet, publication, radio, television or film presentation designed to support or defeat legislation pending before the Congress or any state/local legislature or legislative body, except in presentation to the Congress or any state/local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any state or local government. Nor shall grant funds be used to pay the salary or expenses of any recipient or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations regulation, administrative action, or Executive Order proposed or pending before the Congress, or any state government, state legislature or local legislature body other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a state, local or tribal government in policymaking and administrative processes within the executive branch of that government;

- **Salary/Bonus** – Public Law 113-235, Division G, Title I, Section 105 – none of the funds appropriated under the heading "Employment and Training" shall be used by a recipient or sub-recipient of such funds to pay the salary and bonuses of an individual, either as direct costs or indirect costs, at a rate in excess of Executive Level II. Further clarification can be found in TEGL 5-06;

- **Seat Belts -** Executive Order 13043 – Increasing Seat Belt Use in the United States.

- **Text Messaging** – [Executive Order 13513](#) – encouraged to adopt and enforce policies that ban text messaging while driving company-owned or –rented vehicles or GOV or while driving POV when on official Government business or when performing any work for or on behalf of the Government;

- **Trafficking of Persons** – [2 CFR 180](#) – OMB Guidelines to Agencies on Government wide Debarment and Suspension – may not engage in severe forms of trafficking, procure a commercial sex act or use forced labor in the performance;

- **Veteran Priority of Service** - [Public Law 107-288: Jobs for Veterans Act](#) - Priority of service for veterans (including veterans, eligible spouses, widows and widowers of service members) in qualified job training programs;

- **Veterans** - [Public Law 112-56: Vow to Hire Heroes Act of 2011](#) - Establishes guidelines for service providers who are providing employment, training, academic or rehabilitation services for military veterans;

- **Veterans** - that veterans will be afforded employment and training activities authorized in WIA and WIOA Section 134, and the activities authorized in Chapters 41 and 42 of Title 38 US code, and in compliance with the veterans' priority established in the Jobs for Veterans Act. ([38 USC 4215](#)), U.S. Department of Labor, [Training and Employment Guidance Letter 5-03](#) and Minnesota's Executive Order 06-02;

- **Voter Registration** - that the required voter registration procedures described in [Minnesota Statutes 201.162](#) are enacted without the use of federal funds.

- **Voter Registration** – [52 USC 20501 – 20511](#) – National Voter Registration Act of 1993.

Certifications

By signing and submitting this plan, the local area board is certifying on behalf of itself and the subgrantee, where applicable:

A. That this *Regional and Local Workforce Development Area Plan* was prepared and is in accordance with all applicable titles of the WIOA Act of 2014, Title V of the Older Americans Act, applicable Minnesota state statutes and that it is consistent with Minnesota's current and future state plans.

B. that it has provided at least a thirty day period for public comment and input into the development of plan by members of the local area board and the public (including persons with disabilities) and has provided information regarding the plan and the planning process, including the plan and supporting documentation, in alternative formats when requested and that any comments representing disagreement with the plan are included with the local plan forwarded to DEED (as the Governor's representative) Section 118(c); Section 108 (d)

C. that the public (including individuals with disabilities) have access to all of the local area boards and its components' meetings and information regarding the local area boards and its components' activities;

D.   that fiscal control and fund accounting procedures necessary to ensure the proper disbursement of, and accounting for, funds paid through the allotments funded through the contract/master agreement issued by DEED have been established.

E.   that it is and will maintain a certifiable local area board.

F.   that it will comply with the confidentiality requirements of WIA Section 136 (f)(3) and WIOA Section 116 (i)(3)

G.   that the respective contract/master agreement and all assurances will be followed.

H.   that it will ensure that no funds covered under the contract/master agreement are used to assist, promote, or deter union organizing.

I.   that this plan was developed in consultation with the local area board.

J.   that it acknowledges the specific performance standards for each of its programs and will strive to meet them.

K.   that the local area board members will not act in a manner that would create a conflict of interest as identified in 20 CFR 667.200(a)(4), including voting on any matter regarding the provision of service by that member or the entity that s/he represents and any matter that would provide a financial benefit to that member or to his or her immediate family.

L.   that the local area board and staff are aware of local WorkForce Center services and are working with and referring to the WorkForce Center services as appropriate.

M.   that all staff are provided with the opportunity to participate in appropriate staff training.

N.   that, if applicable, the local area board must maintain the currency of its information in the System Award Management until submission of the final financial report or receive the final payment, whichever is later.

O.   that sponsored (in whole or in part) conferences are charged to the grantee as appropriate and allowable; and

P.   that funds are not used for the purpose of defraying costs of a conference unless it is directly and programmatically related to the purpose of the award.

Q.   that the local area board and its sub-grantees must also adhere to the same certifications and assurances that DEED must assure.

WIOA Guidance

This list of guidance is non-exhaustive and applies only to ETA programs. ETA has published a number of documents to guide the operationalization of WIOA, with the most recent and popular listed below. Find the full library of guidance here.

Training and Employment Guidance Letter (TEGL) 04-23

• *Conveys to states the Administration's priorities, State Plan requirements, submission process, and deadline for WIOA Unified and Combined State Plans (State Plans) for PY 2024 through 2027, consistent with WIOA Sections 102 and 103.*

Training and Employment Guidance Letter (TEGL) 05-23

• *Provides information to the public workforce system and other entities that receive federal financial assistance under Title I of WIOA, as well as education and training programs or activities receiving DOL financial assistance, regarding the prohibition on discrimination based on actual or perceived religion, shared ancestry, or ethnic characteristics.*

Training and Employment Guidance Letter (TEGL) 09-22

• *Guidance and planning information to states, local workforce areas, and other recipients of Workforce Innovation and Opportunity Act (WIOA) Title I youth formula funds on the activities associated with the implementation of WIOA.*

Training and Employment Guidance Letter (TEGL) 07-22

• *Increasing Employer and Workforce System Customer Access to Good Jobs.*

Training and Employment Notice (TEN) 16-22

• *The Employment and Training Administration is Implementing Grant Solutions for Grant Award Processing and the Payment Management System for Financial Reporting.*

Training and Employment Guidance Letter (TEGL) 22-20

• *Program Year (PY) 2021 Funding Allotments and Instructions for the Indian and Native American (INA) Programs.*

Training and Employment Guidance Letter (TEGL) 23-20

• *Program Year (PY) 2021 Planning Guidance for National Farmworker Jobs Program Career Services and Training Grantees and Housing Grantees.*

Training and Employment Guidance Letter (TEGL) 07-20

- *Effective Implementation of Priority of Service Provisions for Most in Need Individuals in the Workforce Innovation and Opportunity Act (WIOA) Adult Program.*

Training and Employment Guidance Letter (TEGL) 08-19

- *Workforce Innovation and Opportunity Act (WIOA) Title I Training Provider Eligibility and State List of Eligible Training Providers (ETPs) and Programs.*

Training and Employment Guidance Letter (TEGL) 19-16

- *Guidance on Services provided through the Adult and Dislocated Worker Programs under the Workforce Innovation and Opportunity Act (WIOA) and the Wagner-Peyser Act Employment Service (ES), as amended by title III of WIOA, and for Implementation of the WIOA Final Rules.*

Training and Employment Guidance Letter (TEGL) 21-16

- *Third Workforce Innovation and Opportunity Act (WIOA) Title I Youth Formula Program Guidance.*

SIGNATURE PAGE

Local Workforce Development Area Name	Washington County

Local Area Board Name	Washington County Workforce Development Board

Name and Contact Information for the Local Area Board Chair:

Name	Laurie Levine
Title	President/CEO
Organization	Cottage Grove Chamber of Commerce
Address 1	8617 W. Point Douglas Rd S.
Address 2	#150
City, State, ZIP Code	Cottage Grove, MN, 55016
Phone	651-271-7920
E-mail	Laurie@cottagegrovechamber.org

Name and Contact Information for the Local Elected Official(s):

Name	Stan Karwoski
Title	Commissioner – District 2
Organization	Washington County
Address 1	14949 62nd St. N.
Address 2	
City, State, ZIP Code	Stillwater, MN, 55082
Phone	651-430-6212
E-mail	Stan.karwoski@co.washington.mn.us

We, the undersigned, attest that this submittal is the Local Plan for our Workforce Development Board and Local Workforce Development Area and hereby certify that this Local Plan has been prepared as required and is in accordance with all applicable state and federal laws, rules, and regulations.

Local Area Board Chair		**Local Elected Official**	
Name	Laurie Levine	Name	Stan Karwoski
Title	President/CEO Cottage Grove Chamber	Title	Commissioner
Signature	*Laurie Levine*	Signature	*Commissioner Stan Karwoski*
Date	4/29/2024	Date	5/7/2024

Attachment A

REGIONAL OVERSIGHT COMMITTEE

Regional Workforce Development Area	Metro Regional Area #4
Local Workforce Development Area	Washington County, Local Area # 16

MEMBER (Name, Title)	ORGANIZATION	LWDA	COMMITTEE ROLE
Stan Karwoski, Commissioner Laurie Levine, Board Chair Rick Roy, Board Director	Washington County Cottage Grove Chamber of Commerce Washington County	16	Members
Rena Moran, Commissioner Elisa Rasmussen, Board Chair Ling Becker, Board Director	Ramsey County Xcel Energy Ramsey County	15	Members
Mary Hamann-Roland, Commissioner Mike Forbord, Board Chair Mark Jacobs, Board Director	Dakota County Schmitty & Sons Dakota County	14	Members
Scott Schulte, Commissioner Paul Johnson, Board Chair Nicole Swanson, Board Director	Anoka County NTH, Inc. Anoka County	12	Members
Jacob Frey, Mayor Jonathan Weinhagen, Board Chair Deb Bahr-Helgen, Board Director	City of Minneapolis Minneapolis Chamber of Commerce City of Minneapolis	10	Members
Irene Fernando, Commissioner Nicole Mattson, Board Chair Erik Aamoth, Board Director	Hennepin County Care Providers of Minnesota Hennepin County	9	Members

Attachment B

LOCAL WORKFORCE DEVELOPMENT AREA CONTACTS

ROLE	Contact Name	Phone	Email	Reports to (name only)
Rapid Response Liaison for Mass Layoffs	Tatum Heller	651-275-8658	Tatum.heller@co.washington.mn.us	Rick Roy
Equal Opportunity Officer	Robin Hakari	651-275-8684	Robin.hakari@co.washington.mn.us	Rick Roy
Program Complaint Officer	Robin Hakari	651-275-8684	Robin.hakari@co.washington.mn.us	Rick Roy
Records Management/Records Retention Coordinator	Debra Cunningham – WIOA Youth Program Elizabeth Burger – WIOA Adult & DW Programs	651-275-8657 651-275-8680	debra.cunningham@co.washington.mn.us elizabeth.burger@co.washington.mn.us	Tatum Heller
ADA Coordinator	Julie Sorrem	651-430-6083	Julie.Sorrem@co.washington.mn.us	Angie Nalezny
Data Practices Coordinator	Washington County Attorney's Office	651-430-6115	WCA-DataPractices@co.washington.mn.us	Stuart Campbell
Language Access Coordinator	Nicki Castro	651-430-6057	Nicki.castro@co.washington.mn.us	Jan Lucke

CareerForce Center in __Woodbury_____

ROLE	Contact Name	Phone	Email	Reports to (name only)
Site Representative	Rick Roy	651-275-8660	Rick.roy@co.washington.mn.us	Jennifer Castillo
Job Service Manager	Mike Yanda	952-703-3109	Mike.yanda@state.mn.us	Arthur Larsen
Vocational Rehabilitation Services Manager	Erin Kampa	651-529-2201	Erin.kampa@state.mn.us	Lisa Hatz
State Services for the Blind Manager	Jon Benson	651-539-2332	Jon.benson@state.mn.us	Natasha Jerde
Local Workforce Development Area Director	Rick Roy	651-275-8660	Rick.roy@co.washington.mn.us	Jennifer Castillo
Adult Basic Education (ABE)	Susan Evans	651-270-3266	Sevans1@sowashco.org	Bob Lawrence
Carl Perkins Post-Secondary Manager	Sarah Shanley	651-295-5799	sshanley@916schools.org	Jill Stewart-Kellar
Adult	Tatum Heller	651-275-8658	Tatum.heller@co.washington.mn.us	Rick Roy
Dislocated Worker	Tatum Heller	651-275-8658	Tatum.heller@co.washington.mn.us	Rick Roy
Youth	Tatum Heller	651-275-8658	Tatum.heller@co.washington.mn.us	Rick Roy

Attachment C
LOCAL AREA BOARD MEMBERSHIP LIST

Regional Workforce Development Area	Metro Area Region #4
Local Workforce Development Area	Washington County Local Area # 16

MEMBER	POSITION/ORGANZIATION	TERM ENDS
Reps of Business in LWDA 1. Laurie Levine 2. Lori Tapani 3. Lydia Moua 4. Traci Leffner 5. Randy Lafaive 6. Nina Myer 7. Shana Weiss (Pending) 8. St Therese Sr. Living (inquiry) 9. Presbyterian Homes (Inquiry) 10. Western Spring Mfg. (Inquiry) 11. (Optional)	1. President & CEO/Cottage Grove Chamber of Com. 2. Co-President/Wyoming Machine 3. Project Specialist/Andersen Windows Corp. 4. President/Sovran and Crescent Career Center 5. Manager/Market & Johnson 6. H.R. Specialist/Van Meter 7. Director of Learning & Dev./Health Partners 8. 9. 10. 11.	8-30-25 6-30-26 10-31-25 12-31-26 12-1-26 9-1-26 (Pending)
Labor & CBOs 1. John Burcaw 2. Jordan Fry 3. Doug Loberg 4. Jamie Staska	1. Director of Academic Ed./Finishing Trades Institute of Upper Midwest 2. Director of Service/IPAT District Council 82 3. Business Rep./St. Paul Steam-Pipefitters Local 455 4. Youth Program Director/Family Means	3-1-25 12-31-25 3-31-25 6-30-25
Education & Training 1. Susan Evans 2. Monica Brown	1. Adult Program Manager/South Washington County 2. Dean of STEM/Century College	6-30-26 6-30-26
Government 1. Chris Eng 2. Erin Kampa 3. Mike Yanda	1. Economic Development Director/Wash. Cty. C.D.A. 2. Local Manager/Vocational Rehabilitation Services 3. CareerForce Field Operations Supervisor/Wagner-Peyser	6-30-25 12-31-26 6-30-25

CONTACT INFORMATION

NAME	ADDRESS/PHONE/EMAIL
Chair - Laurie Levine	8617 W. Point Douglas Rd S., #150 Cottage Grove, MN 55016 651-271-7920 laurie@cottagegrovechamber.org
Vice Chair - John Burcaw	3205 Country Dr. # 150, Little Canada, MN 55117 651-379-9600 jburcaw@ftium.edu
Secretary - Debra Cunningham	2150 Radio Drive, Woodbury, MN 55125 651-275-8657 debra.cunningham@co.washington.mn.us

Attachment D

LOCAL AREA BOARD SUBCOMMITTEE LIST

Regional Workforce Development Area	Metro Region #4
Local Workforce Development Area	Washington County Local Area #16

Committee Name	Objective/Purpose
Business Engagement Action Team	To address the needs of business in supporting economic growth and addressing workforce challenges faced by businesses.
Community Engagement Action Team	To promote outreach and community engagement with One-Stop Partners and Community Partners so that all populations and areas become aware of services available to improve economic stability.
Education Engagement Action Team	To engagement with educators, service providers, and employers to increase youth and adult awareness of viable career pathway opportunities and to shorten talent pipeline development.
Oversight Action Team	To bring together the chairs of the other Action Teams to share their strategies and efforts to ensure non-duplication of efforts and to enhance efforts by working together when needed.

Attachment E

LOCAL WORKFORCE DEVELOPMENT AREA SUB-GRANTEE LIST

Regional Workforce Development Area	Metro Region #4
Local Workforce Development Area	Washington County Local Area 16

Name of Sub-Grantee	Services Provided	Funding Source	Sub-Grantee located in which CFC?	If not in CFC, provide Address, City, State, ZIP Code
N/A				

Attachment F

LOCAL WORKFORCE DEVELOPMENT AREA NON-CFC PROGRAM SERVICE DELIVERY LOCATION LIST

Regional Workforce Development Area	Metro Region #4
Local Workforce Development Area	Washington County, Local Area #16

Name and Location (City)	Program Service Delivered
Washington County Service Center, Forest Lake	Career services, access to technology, program information, referrals
Washington County Service Center, Cottage Grove	Career services, access to technology, program information, referrals
Washington County Library, Woodbury	Career Exploration Activities

Attachment G

LOCAL WORKFORCE DEVELOPMENT AREA KEY INDUSTRIES IN REGIONAL ECONOMY

Metro Area Industry Statistics

Industry Title	# of Jobs	# of Firms	% of Jobs	Average Salary	*2021-2022 Job Change*	*2021-2022 % Job Change*
Total, All Industries	1,726,710	91,945	100.00%	$76,789	47,423	2.80%
Health Care & Social Assistance	278,895	13,204	16.20%	$62,418	1,833	0.70%
Manufacturing	174,170	4,046	10.10%	$87,061	6,119	3.60%
Retail Trade	153,774	8,199	8.90%	$40,515	-1,144	-0.70%
Educational Services	131,161	2,383	7.60%	$62,949	2,897	2.30%
Professional & Technical Services	126,722	11,989	7.30%	$118,530	4,131	3.40%
Accommodation & Food Services	126,600	6,374	7.30%	$27,957	14,243	12.70%
Finance & Insurance	106,236	5,059	6.20%	$136,542	-5,669	-5.10%
Administrative & Support Service	93,057	4,594	5.40%	$52,439	3,291	3.70%
Construction	78,250	7,068	4.50%	$86,910	2,307	3.00%
Wholesale Trade	78,051	5,220	4.50%	$103,840	2,584	3.40%
Transportation & Warehousing	76,682	2,163	4.40%	$68,075	6,054	8.60%
Management of Companies	76,265	979	4.40%	$147,721	-494	-0.60%
Public Administration	71,805	806	4.20%	$76,593	1,433	2.00%
Other Services	53,436	11,148	3.10%	$47,390	2,511	4.90%
Arts, Entertainment, & Recreation	32,854	1,850	1.90%	$54,363	5,542	20.30%
Information	31,305	1,993	1.80%	$108,754	702	2.30%
Real Estate & Rental & Leasing	26,855	4,420	1.60%	$70,886	591	2.30%
Utilities	6,494	110	0.40%	$130,587	248	4.00%
Agriculture, Forestry, Fish & Hunt	3,491	303	0.20%	$43,709	162	4.90%
Mining	606	39	0.00%	$117,383	82	15.60%
Source: DEED Quarterly Census of Employment & Wages (QCEW)						

By number of jobs, the top five industries are: 1) Healthcare & Social Services, 2) Manufacturing, 3) Retail trade, 4) Educational Services, and 5) Professional & Technical Services.

By number of firms, the top five industries are: 1) Healthcare & Social Services, 2) Professional & Technical Services, 3) Other Services, 4) Retail Trade, 5) Construction.

The Washington County economic forecast study found the top industries for growth over the next five to ten years being Healthcare & Social Services, Construction, and Manufacturing. Along with supporting the regional needs, the Local Board will also focus on Washington County's potential.