

**WASHINGTON COUNTY  
WORKFORCE INVESTMENT BOARD MEETING  
Woodbury City Hall  
Woodbury, MN  
March 18, 2009**

**WIB Members and Partners Present**

Brenda Carlson	Duane Gatzke	Doris Karls
Stacy Kennedy	Peg Killen	Jane Klein
Ernie Pines	Dave Schaps	Janelle Schmitz
Cherylee Sherry	Jeanine Swanson	Corrine Watson

**Workforce Center Staff Present**

Nina Arneson	Robert Crawford	Carrie Gatzke
Beth Jameston	Rachel O'Connell	

**Guests**

David Baker, St. Paul College

**WIB Members and Partners Not Present**

Kim Arrigoni	Nigel Bath	Lori Brink
Jim Finley	Marie Gadway	Jeralyn Jargo
Lou Johnson	Kim Luchsinger	Lowell Reiks, Jr.
Pat Singel	David Videen	

**1. Call to Order and Introductions – Brenda Carlson, Chair**

Brenda Carlson called the meeting to order and members and guests introduced themselves.

**2. Adopt Agenda – Brenda Carlson**

Brenda Carlson requested the following additions to the Agenda: Stimulus Program and Metro WIB – Robert; Transportation Initiatives in the East Metro - Janelle. The Tri-WIB Taskforce (#6) was deleted and will be covered in the Youth Committee report. A Motion was made to adopt the Agenda as amended, it was seconded, and the Motion carried.

**3. Approve February 2009 minutes – Brenda Carlson**

A Motion was made to adopt the February minutes, it was seconded, and the Motion carried.

**4. David Baker, St Paul College – Training Opportunities for Dislocated Workers**

*Lean Flow Customized Training* produces more with existing resources by eliminating non-value-added activities to create flow throughout the organization. This will be critical to healthcare reform. Processes will need to be improved as the bubble of baby boomers coming into the system move from occasional to chronic to acute care. St. Paul College worked with Woodwinds to apply Lean Flow to healthcare. The old process in the imaging and x-ray department was mapped out and the new process improved productivity by a third. It is also more efficient when people are trained in other areas because they can be moved where

they're needed. Lean Flow certification teaches five different methodologies, creating "champions" who fight the cultural resistance to go back and do things the old way. Other "C-words" are can and can't, and as Henry Ford said, "If you believe that you can do something or believe that you can't do something, you're probably right."

While healthcare and manufacturing are currently contracting, they will have a resurgence in the future. Applying Lean Flow to manufacturing produces quick results. The college worked with a facility applying Lean Flow to their plant. Pictures of the inventory department show the changes when the 5-S visual workplace was applied; the cost of the training was paid by the increased speed of year-end inventory. While working with another company, they found there was \$5 million worth of "work in progress" (WIP) on the floor. They applied the Lean Flow concept of only making what you need and getting it out the door to eliminate that bottleneck. David Baker is working with the North American Board of Energy Practitioners (NABCEP) to train highly skilled plumbers, electricians, and pipe fitters to be certified installers of solar and photo voltaic. The college is outreaching to dislocated workers and giving them the opportunity to learn the vernacular and concepts to be certified in Lean Flow. Website: <http://training.saintpaul.edu/services/leanflowprograms.aspx>

*Questions: Jane asked what St. Paul College was doing to fill the need for CNC machinists who are in big demand. David said they have added \$5 million of the latest technology and their program is running at capacity. Customized training is available for manufacturers to increase their employees' skill sets. Jane stated that manufacturers have to change quickly to stay in business and training programs need to change quickly to meet the needs of industry. Beth commented that she and Linda Tabor, BSS from Anoka County, visited a business in Hugo which is a member of a small manufacturing association. They would like to inform the association about training programs such as the MMSI program.*

*Ernie asked how the college can forecast what training will be needed in the future. David replied that he thought the cost of an industry's carbon footprint will change how manufacturing is done as states buy energy credits from each other. The carbon footprint cost of shipping from other countries may cause a resurgence of jobs here.*

**Green Certification for Builders:** Customized Training & Consulting partners with Live Green, Live Smart™ in offering Integrated Green, a training program for contractors, designers, realtors and project managers offering green certification. A 1948 rambler in Wayzata was remodeled and is the first LEED Platinum remodel, featured on Don Shelby's program "This Little Green House". The certification counts as 7.5 continuing education units for contractors. Green construction is one investment that won't lose its value. There is a 33% tax credit for each system, as well as a \$2,000 rebate from Minnesota and financing options. St. Paul College is positioning itself to be a leader in this field.

Website: <http://training.saintpaul.edu/GreenCertforBldrs.aspx>

## **5. Committee Reports:**

**Business and Marketing – Beth Jameston:** Beth said she talked with Nina about salesforce.com and how she was using it as a marketing tool.

**Youth Services – Stacy Kennedy:** Cherylee contacted Mark Jacobs about the Tri-WIB taskforce which will meet in April (*update: the meeting will be April 21*). The Youth Committee is planning a joint venture between Doris Karls and Community Education and the Workforce Center to develop career education classes such as resume writing and interviewing. If possible, this will be incorporated into the Tri-WIB taskforce; if not, the Committee will proceed with its own project. Carrie reported the Youth Program received \$275,000 over 18 months, added two crews, and will need 50 worksites for youth. She is sending a letter to businesses that were previous partners and offered their services. Carrie and Stacy worked at Career Skills Day for transition students at Mahtomedi Schools. Stacy said she was impressed with the interviewing skills of the students who were better prepared than the general public. Doris said the Committee would like to have a mini workshop for kids to provide general information and sit one-on-one on the computer developing resumes and cover letters. Soft skills training to keep a job will also be included.

**Policy and Law – Jane Klein:** Jane did some research on the NAWB conference and found a quote about the importance of networking: “The world doesn’t change one person at a time, it changes as networks of relationships form among people who discover they share a common cause and vision of what’s possible” – Margaret Wheatley. Jane read a summary of Rochelle J. Daniels PowerPoint presentation “Ten plus things Boards and One-Stops should be doing in this economy” (see attachment). For this PowerPoint and other presentations from the conference follow the link: <http://www.nawb.org/forum/sessionslides.html>. The House is working on economic strategies to get people back to work. They are also addressing cultural barriers for immigrants such as the need for computer skills to look for a job. Session Weekly is a non-partisan publication from the House and is a valuable resource: <http://www.house.leg.state.mn.us/sessionweekly/>

Robert reported that DFL Senators Kathy Saltzman and Lawrence Pogemiller have introduced a bill (SF1543) to eliminate the Department of Employment and Economic Development, the Department of Labor and Industry, and the Department of Commerce and assign a taskforce to better decide how to deliver services.

**6. Stimulus Program and Metro WIB – Robert Crawford:**

**Stimulus Program:** The Adult Program will receive \$127,462; the Dislocated Worker Program will receive \$534,145 and Youth Program, \$275,367, for a total of \$936,974 for all programs in Washington County. Statewide, Youth programs received \$17.7 million, Adult – \$6.9 million, Dislocated Worker - \$20.9 million and Wagner-Peyser - \$6.8 million. These amounts are determined from a formula based on the unemployment rate. Robert expects the Senior Program to double. The money provides the resources to serve more people but still doesn’t meet the demand. The legislature will authorize when we can spend, although we can start incurring costs as long as we maintain records. Numbers are expected to double by the end of the year and right now Dislocated Worker counselors have an average of 125 on their caseload. We have worked on streamlining the orientation process and developing more worksites for youth from the Stimulus funding. The state will provide two additional Resource Room staff. Doris commented that Community Education’s Adult Basic Education can help with basic skills in math and reading.

**Metro WIB:** Robert reported that the Metro WIB will be partnering with Twin West which received a First Grant from the state to do some sector work such as training people in manufacturing and green industries. This initiative is called the Greater Twin Cities Prosperity Partnership. Luke Weisberg of the Metro WIB has invited area WIB members to attend a meeting April 22 at the Minnesota Counties Insurance Trust. Robert will send information to everyone.

Peg Killen reported that they will receive Stimulus money divided between Rehab Services, Independent Living, and State Services for the Blind. It will be used to help people with disabilities get employment through internships and on-the-job training. Other agencies they partner with will receive money to help them continue to provide services.

**7. Transportation Initiatives in the East Metro – Janelle Schmitz:**

East side cities and chambers are creating a transportation alliance to make a consolidated effort to get funding for transportation along the I-94 corridor, which carries 30% of all commerce in the state. This will be a 2-4 year study of the area's needs for buses, light rail, and freeway improvements.

**8. Job Fair and Business Services Specialist Report – Beth Jameston:**

The Washington County Job/Education Fair will be held in June at the Prom Center. The goal is to have 50 exhibitors. The cost to exhibitors is \$250 a booth.

Beth has been attending Metro Business Services Specialist meetings and learning about Linked-In and focusing on manufacturing. She is on a task force on health care and financial services and is working on a project researching grants to help immigrants with employment in the financial services industry.

**Announcements:** Corrine said the Youth United Way has grant money for School District 834 programs that benefit Youth and applications need to be in by Friday. Nina announced Washington County reached a milestone by meeting the 50% MFIP work participation rate in November 2008, something that is very difficult for a large county to do. Doris said Stillwater is expanding the summer academy and the district is placing teachers with 26 companies.

**9. Motion to Adjourn – Brenda Carlson**

A Motion was made to adjourn the meeting, it was seconded, and the Motion carried.