

Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018

Goal # 1 – Establish Regional Leadership Approach (Regulation 679.510 a.1.i/v)						
Key Action Steps	Expected Completion Date	Expected Outcomes	Data Source & Evaluation Method	Person(s) Responsible	Comments	
<b>1. Define Regional Leadership</b>						
1a. Board formalized R3LPB: Career Solutions (CS) – formerly Stearns-Benton Employment & Training Council (SBETC) and Central Minnesota Jobs & Training Services, Inc. (CMJTS) chief elected officials and workforce development boards elected to create the Region 3 Leadership & Planning Board (R3LPB)	Dec. 2016	Membership Roster Submitted	Roster of Region 3 Leadership and Planning Board (R3LPB) members	R3LPB	See Regional Plan narrative for details.	
<b>2. Approach Formalized</b>						
2a. R3LPB Memorandum of Understanding (MOU) between CS and CMJTS WDB and governing boards is developed.	Sept. 2016	Operational agreement submitted	R3LPB MOU	R3LPB	See Regional Plan Attachment	
2b. MOU is signed by all elected voting members of the R3LPB	Feb. 2016	Document assuring R3LPB commitment to regional approach is signed	Signed R3LPB MOU	R3LPB	Remains in effect	

## Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018

	Apr. 2016, May 2016	LWDBs 5 and 17 commitment to regional approach is documented	Board minutes	LWDBs 5 and 17	Remains in effect
<p>2c. Local Workforce Development Boards (LWDB) 5 and 17 approve R3LPB MOU</p> <p><b>3. Implementation of engagement strategies</b></p>					
<p>3a. Professional development related to diversity/inclusivity for leadership teams, board members, and staff.</p>	<p>Feb. 2017, Sept. 2017, Jan. 2018</p>	<p>Populations experiencing inequities in education and employment are identified and multi-cultural events, marketing strategies, and recruitment are developed.</p>	<p>Event flyers, documentation of meetings, agendas, staff surveys</p>	<p>R3LPB, LWDBs 5 and 17, Titles I-IV WFC partner staff</p>	<p>This development will continue, as indicated in the Regional Plan narrative</p>
<p>3b. Identify stakeholders and populations.</p>	<p>Jul. 2018 - Jun. 2020</p>	<p>Staff are aware of the needs of populations facing disparity and can connect them to resources</p>	<p>Data Report</p>	<p>R3LPB, LWDBs 5 and 17, Titles I-IV WFC partner staff</p>	<p>Stakeholders initially identified in June 2017. Will be continuously re-evaluated.</p>
<p>3c. Engage with community members and identified organizations representing targeted populations.</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>A network of providers through which to engage stakeholders, conduct focus groups, and conduct program outreach to ensure</p>	<p>Committee member rosters, meeting minutes, partnership rosters</p>	<p>R3LPB, LWDBs 5 and 17, Titles I-IV WFC partner staff</p>	<p>Initially identified in June 2017. Continuously re-evaluated/ongoing</p>

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<p>3d. Evaluate board and committee structure to identify gaps in representation of diverse constituencies</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>greater awareness of system resources is developed Gaps identified Plan in place to increase representation from populations facing disparity</p>	<p>Board membership list (included in local plans) and committee rosters</p>	<p>R3LPB, LWDBs 5 and 17</p>	<p>Began in June 2017. Continuously re-evaluated/ongoing</p>
<p>3e. Engage stakeholders through sector activities</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>Targeted populations can identify strengths and skills, explore careers, and set employment goals using strategies developed by stakeholders.</p>	<p>Event flyers, documentation of meetings, agendas, participant surveys</p>	<p>R3LPB, LWDBs 5 and 17, Titles I-IV WFC partner staff</p>	<p>Began in October 2016. Continued/ongoing process.</p>
<p><b>4. Conduct an evaluation process to ensure successful implementation and completion of the regional plan, the One-Stop delivery system, and employer engagement performance measures</b></p>					

## Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018

4a. Complete a strategic analysis of the regional economy and select targeted sectors for developing career pathways.	Jul. 2018 through June 2020	Demand driven sectors and occupations are selected (manufacturing, healthcare).	Data report	DEED, R3LPB	Initially completed February 2016. Will be updated regularly (anticipated annually).
4b. Expansion of work-based learning opportunities as a viable training option.	Jul. 2018 through Jun. 2020	Employer engagement and participant options are increased.	Employer surveys, employer feedback	CS, CMJTS	Continuous process.
4c. Partners review Regional Plan Draft	April 2018 through May 2018	Alignment with partners/entities is assured	CS and CMJTS websites	WFC partner staff	Review prior to and during public comment period
<b>Goal # 2 – Establish an Agreement for Negotiating local levels of Performance (Regulation 679.510 a.1.viii)</b>					
<b>Note: This goal not adjusted from previous, as instructed in Feb. 2018 memorandum from Jeremy Hanson-Willis.</b>					
<b>Key Action Steps</b>	<b>Expected Completion Date</b>	<b>Expected Outcomes</b>	<b>Data Source &amp; Evaluation Method</b>	<b>Person(s) Responsible</b>	<b>Comments</b>
Local boards identify who will participate in negotiations	Jan. 2017	Roster of members identified	Meeting minutes	Jim Nimlos, Barbara Chaffee, Eric Day, Dina Wuornos, Harlan Madsen, Heidi Peper, Tammy Biery, Joan Bloemendaal-Gruett, Jim MacMahon	
a. Identify process for negotiating levels of performance	Feb. 2017	Plan/process for negotiating is finalized	Meeting Minutes	LWDBs 5 and 17	See regional narrative and timeline

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

b. Begin negotiations for local levels of performance	Feb. 2017	Negotiations are underway.	Meeting Minutes	Jim Nimlos, Barbara Chaffee, Eric Day, Dina Wuornos, Harlan Madsen, Heidi Peper, Tammy Biery, Joan Bloemendaal-Gruett, Jim MacMahon	
c. Identify local levels of performance	Sept. 2016	Proposed levels are finalized.	Meeting Minutes	Jim Nimlos, Barbara Chaffee, Eric Day, Dina Wuornos, Harlan Madsen, Heidi Peper, Tammy Biery, Joan Bloemendaal-Gruett, Jim MacMahon	
d. Local levels of performance approved by local boards	Jun 2017	Boards approve local performance measures.	Meeting Minutes	LWDBs 5 and 17	
<b>Goal # 3 – Identify &amp; Implement 3 Regional Services (Career, Training and/or Support) Alignment Goals (Regulation 679.510 a.1.ii/vi)</b>					
<b>Key Action Steps</b>	<b>Expected Completion Date</b>	<b>Expected Outcomes</b>	<b>Data Source &amp; Evaluation Method</b>	<b>Person(s) Responsible</b>	<b>Comments</b>
Regional leadership continues work toward 3 stated goals	Jul. 2018 – Jun. 2020	Directives for local area directors/staff	Meeting Minutes	R3LPB, Title I-IV partners	Goals determined prior to this two-year planning period
<b>Goal 1. Coordinate career pathways</b>					

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<b>opportunities in the manufacturing sector</b>							
1a. Coordinated partnership and communication of sector events and initiatives with CMMA	Jul. 2018 through June 2020	CMMA commits to lead role in Region 3 manufacturing events.	CMMA meeting minutes	Tim Zipoy, Della Ludwig, R3LPB	Manufacturing sector event anticipated in Fall 2018.		
1b. CMMA hosts manufacturing summits in 2017 and 2018	Jul. 2018 through June 2020	Summits provide strategies to improve business operations, outreach, and recruitment strategies.	Event invitation and agenda	CMMA members, R3LPB	At least two manufacturing summits anticipated during two year period. Specific dates to be determined		
1c. Central Minnesota Tour of Manufacturing October event in EDR 6E	Oct. 2018	Jobseekers learn about business and manufacturing and career pathway opportunities.	Event flyers, attendance roster, survey results	Vision 2040 Subcommittee Task Force, Willmar Public School District 347	Similar to 2017 event		
1d. Expand Central Minnesota Tour of Manufacturing events for high school students in regions 7W and 7E.	Jul. 2018 through Jun. 2020	Additional high school students and adults learn about business, manufacturing, and career pathway opportunities	Event flyers	Chambers, secondary schools, colleges, community groups, manufacturing associations, economic development, DEED, ABE, CS, CMJTS, R3LPB	Will work to bring similar events to additional locations in 7W and 7E (specific dates and locations to be determined and dependent upon schools interested, etc.)		

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<p><b>Goal 2. Coordinate career pathways opportunities in the healthcare sector.</b></p>	<p>Jul. 2018 through Jun. 2020</p>				
<p>2a. Healthcare World Café event</p>	<p>Jun. 2018</p>	<p>Strategies to address regional challenges and opportunities in healthcare industry are shared and explored</p>	<p>Event invitation and agenda</p>	<p>Taskforce comprised of key healthcare industry players. Supported by R3LPB, DEED, CS, CMJTS</p>	<p>Natural continuation/outcome of previous healthcare sector summit events. Taskforce work expected to continue for foreseeable future.</p>
<p><b>Goal 3. Coordinate career pathways opportunities for diverse populations experiencing inequities in education and employment.</b></p>	<p>Jul. 2018 through Jun. 2020</p>				
<p>3a. Submit RFP responses for additional HECAP (Higher Education Career Advising Pilot) funding.</p>	<p>June 2019</p>	<p>Targeted populations will identify strengths and skills, explore careers and set goals for employment using strategies developed by stakeholders.</p>	<p>RFP application responses</p>	<p>CS, CMJTS.</p>	<p>Both CS and CMJTS will submit responses as new RFPs are released (CMJTS currently delivering HECAP services in non-mainstream school settings throughout LWDA 5)</p>

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

3b. Host Job Fairs and Business Expos in Region 3	Jul. 2018 through Jun. 2020	Jobseekers have a venue to connect with targeted industry employers, educational institutions, and other stakeholders	Event flyers	CS, CMJTS, DEED, ABE, VRS, business partners	Job fairs and business expos will be held throughout the two-year planning period, typically on a quarterly basis.
3c. Collaborative response to applicable RFPs serving targeted populations	Jul. 2018 through Jun. 2020	Implementation of regional strategies to address career, training, and support services needs of targeted populations	Regional RFP application response	WIOA Titles I-IV, colleges, secondary schools, community service providers, business, and/or other partners as appropriate	Collaborative responses will be considered and carried out, as appropriate, throughout the duration of the two-year planning period.
3d. Participate in Central Minnesota's Immigrant Employment Connection Group (IECG) - including several targeted employer events and career/job fairs.	Jul-18 through Jun-20	Employers receive education and are empowered to overcome perceived barriers to hiring immigrant workers.	Event flyers and agendas	CS, CMJTS	Participation will continue for the foreseeable future.
3e. Partners review Regional Plan Draft	April 2018 through May 2018	Alignment with partners/entities is assured	CS and CMJTS websites	WFC partner staff	Review prior to and during public comment period



**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<p>3f. Complete Disability Employment Initiative (DEI) toolkit</p>	<p>Jan-17</p>	<p>Toolkit provides people with disabilities resources to transition to employment, college, and careers by using a career pathways approach to training.</p>	<p>Roster of members, meeting minutes, completed toolkit</p>	<p>WFD providers - CMJTS, CS; ABEs – St. Croix Education District Metro East, Central MN East, Metro North, Metro West, Glacial Lakes ABE; College partners – Pine Technical and Community College, Ridgewater Community College, Anoka Ramsey Community College, Anoka Technical College; Employers – Guardian Angels, Parkview Care Center, Cash Wise</p>	<p>Use of toolkit continues.</p>
<p>3g. Support Construct Tomorrow events within Region 3.</p>	<p>Jan. 19, Mar. 19, Jan. 20, Mar. 20.</p>	<p>High school students gain an increased awareness and understanding of construction-related union apprenticeship training center opportunities</p>	<p>Event flyer</p>	<p>CMJTS - Rebecca Perrotti, CS - Tammy Biery, DEED – Della Ludwig</p>	<p>Annual events have occurred and are expected to continue in Hinckley and St. Cloud</p>

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

3h. Continue Human Centered Design implementation	Jul. 2018 through June 2020	Customers will have a voice and will have the opportunity to shape WFC design and programming, to ensure their needs are met	List of WFCs that incorporate human centered design principles.	LWDA 5 and 17	Layout/design of sites will be made as funds allow.
3i. Maintain Fiscal Agent Agreement for the SFY16-17 Rural Career Counseling Coordinator Grant	Jul. 2018 through Jun. 2020	CS and CMJTS will jointly implement the RC3 grant in accordance with the terms determined by DEED	Reports	LWDA 5 and 17	Fiscal agreement established. Expected to continue for foreseeable future.
<b>Goal # 4 – Coordination with Economic Development Services and Providers (Regulation 679.510 a.1.vii)</b>					
<b>Key Action Steps</b>	<b>Expected Completion Date</b>	<b>Expected Outcomes</b>	<b>Data Source &amp; Evaluation Method</b>	<b>Person(s) Responsible</b>	<b>Comments</b>
1. Sharing of Regional Plan w/partner (e.g. education) entities	Jul. 2018 through June 2020	Strengthened alignment w/partners, specific to career pathway sectors being selected	Meeting rosters and minutes, email communication	R3LPB	
2. Develop strategies to increase coordination	Jul. 2018 through June 2020	Regularly shared communications, participation on sector committees	Copies of communications, meeting minutes	R3LPB	

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

2a. Complete the Comprehensive Economic Development Strategy (CEDS) for Region 7W	Sept. - 2016	CEDS plan is completed and submitted to EDA; EDA approves plan.	Completed and approved plan	Jennifer Russell, CMJTS – Tricia Bigaouette	
2b. Participate in Central Minnesota Quad Counties CEDS Steering Committee for Region 7W.	Jul. 2018 through June 2020	Steering committee continues operation until new governing structure is formed.	Committee/board member roster	CMJTS – Barbara Chaffee, Tricia Bigaouette	Meetings typically take place on a quarterly basis.
2c. Develop new governing structure that complies with EDA approved CEDS plan.	Jun. 2018	EDA compliant governing structure is in place in EDR 7W.	Committee/board member roster	CMJTS – Barbara Chaffee,	
2d. Continue collaboration with Wright County Economic Development Partnership	Jul. 2018 through Jun-2020	Participation on WCEDP committee provides workforce development perspectives.	Meeting minutes	CMJTS - Tim Zipoy	Meetings occur monthly
2e. Support and participate in GPS 45:93	Jul. 2018 through June 2020	GPS initiatives attract high-wage, technology based jobs, collaborate on business retention and expansion, recruit new businesses, encourage entrepreneurial activity and job growth in EDR 7.	Meeting minutes	CMJTS – Rebecca Perrotti	Meetings occur monthly

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<p>2f. As a partner, advocate, support and guide, Comprehensive Economic Development Strategy Committee for Region 7E</p>	<p>Jul. 2018 – June 2020</p>	<p>CEDS plan for EDR 7E provides an economic roadmap to diversify and strengthen regional economies.</p>	<p>Meeting minutes</p>	<p>CMJTS – Rebecca Perrotti</p>	<p>Stakeholders initially identified in June 2017. Continuously re-evaluated/ongoing</p>
<p>2g. Continue to participate on board of directors for EDR 6E Mid-Minnesota Development Commission</p>	<p>July 18 through June 2020</p>	<p>Board position advocates for workforce development in 6E and provides input regarding EDR 6E CEDS.</p>	<p>Meeting minutes</p>	<p>CMJTS – Cathy Baumgartner</p>	<p>Full commission meets 5 times annually, with board meetings occurring monthly.</p>
<p>2h. Participate in Willmar Lakes Area Vision 2040. Strategy #2 Workgroup</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>Workgroup initiatives strengthen the region's occupational diversity through a strategic mix of workforce training, economic measurement, enhanced career options, and support for entrepreneurs.</p>	<p>Meeting minutes</p>	<p>CMJTS – Cathy Baumgartner</p>	<p>1 Million Cups program highlights a local entrepreneur weekly. Committee is exploring ways to support minority-owned businesses.</p>

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<b>Goal # 5 – Identify the Populations Experiencing Inequities in Educational and Employment Outcomes (State Plan Goal #1)</b>					
<b>Key Action Steps</b>	<b>Expected Completion Date</b>	<b>Expected Outcomes</b>	<b>Data Source &amp; Evaluation Method</b>	<b>Person(s) Responsible</b>	<b>Comments</b>
<b>1. Assess demographic Data</b>	<b>Jul. 2018 – Jun. 2020</b>	<b>Increased understanding of population gaps in service identified</b>	<b>Data report</b>	<b>R3LPB, DEED, CS, CMJTS</b>	<b>Data is continuously evaluated/ongoing</b>
1a. Complete Central Minnesota regional profile assessment.	Oct. 2016	Data directs effective decision making for the establishment of regional strategies.	Data report	R3LPB, DEED Data Analyst	Updated profile assessment information will be reviewed and considered as it becomes available
1b. Continue asset mapping of resources.	Jul. 2018 – June 2020	Gaps in services are identified.	Asset mapping final report	Kristin Yeager	Assets continuously evaluated/process ongoing.
1c. Complete Rural Career Counselor Coordinator (RC3) high school asset mapping.	Jan. 2019	Sector strategies needed and career pathways available are identified.	Final mapping reports	RC3 counselors	Work is roughly 70% complete as of Apr. 2018.
<b>2. Utilize community needs assessment data</b>	<b>Jul. 2018 – Jun. 2020</b>	<b>Areas of concern and issues negatively impacting identified populations are identified</b>	<b>Community needs assessment final report</b>	<b>R3LPB and staff</b>	

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<p>2a. Administered a community needs assessment to clients, partners, businesses, education facilities, local government, community agencies</p>	<p>Feb. 2017</p>	<p>Identified needs are reviewed and strategies to address gaps are offered.</p>	<p>Final report</p>	<p>CMJTS – Leslie Wojtowicz</p>	<p>Completed in Feb. 2017, this assessment will be used to improve service delivery throughout the duration of this two year Regional Plan.</p>
<p>3. Identify community leaders and organizations that serve disadvantaged populations.</p>	<p>Jul-16 through Jun-18</p>	<p>Boards and staff know who is serving populations experiencing inequities and with whom to connect; networks of providers through which to engage stakeholders, conduct focus groups, and conduct program outreach to ensure greater awareness of system resources is established.</p>	<p>List of organizations and leaders identified through board and staff networks; asset mapping initiative</p>	<p>R3LPB, LWDBs 5 and 17, and Titles I-IV staff</p>	<p>Identified players include county jails and public health/social services, IECG, technical colleges, CAP agencies, RISE, Functional Industries, to engage in strategies outlined in Goal 7</p>

## Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018

3a. Seek input & feedback from targeted populations and engage in development of strategies to address needs.	Feb-17, Sept-17, Jan-18	Increased successful outcomes for targeted populations.	Workforce One Data and Outcome Data Report	R3LPB, LWDBs 5 and 17, and Titles I-IV staff	R3LPB will continue to look for opportunities to gather feedback from targeted populations.
3b. Develop and implement sector-based career pathway strategies that address the unique needs and barriers of targeted populations.	Jul. 2018 to Jun. 2020	Updated Career Pathway MOU.	Career Pathway MOU	Regional Workgroup and Career Pathway Partnerships	Stakeholders initially identified in June 2017. Continuously re-evaluated/ongoing
3c. Continue Disability Employment Initiative (DEI) Youth program services (Round VII)	Jul. 18 through Mar. 2020	Access to the Workforce Center System and programs for persons with disabilities increased.	List of organization leaders and staff involved in DEI committee	CMJTS – Leslie Wojtowicz, Tera Brooks, other staff	Round VII funds received for Nov. 2016 – March 2020 period.
3d. Implement a Disability Resource Coordinator Level 1 training for all new LWDA 5 staff	Jul-2018 through June 2020	Staff have greater awareness and promote inclusiveness in all locations	Training roster, completion results	Leslie Wojtowicz, staff	Training completed by 100% of existing staff by Feb. 2018. New staff will be trained periodically.

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<p>3e. Convene Ability Resource Fair, a reverse job fair, for individuals with disabilities, and employers</p>	<p>Dec. 2018</p>	<p>Targeted populations will identify strengths and skills, explore careers and set employment goals using strategies developed by stakeholders.</p>	<p>Event flyer, business representation</p>	<p>CMJTS – Leslie Wojtowicz, staff</p>	<p>Engagement began in October 2016 and continues</p>
<p>3f. Continue LIFE Project and 360° Career Success workshop facilitation in county jails</p>	<p>Jul. 2018 – June 2020</p>	<p>Projects and workshops are expanded to regional counties who do not currently have these services.</p>	<p>Developed plans, copies of communications, meeting minutes</p>	<p>ABE, CMJTS – Dina Wuornos and staff.</p>	<p>Currently facilitated in Kanabec, Pine, and Wright Co. Jails. Plans to expand to Isanti and Meeker Counties by June of 2019.</p>
<p>3g. Through IECG, continue to conduct job fairs and events that focus on hiring immigrants.</p>	<p>Jul. 2018 – June 2020</p>	<p>Productive and successful hiring events are held for employers and immigrant jobseekers</p>	<p>Event flyer and listing of community sponsors</p>	<p>LWDA 5 and 17 staff</p>	<p>These specialized job fairs have occurred in 2015, 2016, and 2017. Will be offered on a recurring basis.</p>
<p>3h. Partners review Regional Plan Draft</p>	<p>April 2018 through May 2018</p>	<p>Alignment with partners/entities is assured</p>	<p>CS and CMJTS websites</p>	<p>WFC partner staff</p>	<p>Review prior to and during public comment period</p>



**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

3i. Support Willmar Area Multicultural Business Center	Jul. 2018 through June 2020	A referral network, through which LWDA 5 may engage multicultural entrepreneurs is established.	Meeting minutes	CMJTS – Cathy Baumgartner	A relationship with WAM-BC has been forged and CMJTS will continue to look for collaboration opportunities.
3j. Participate in Partner for Student Success (PFSS)	Jul. 2018 – Jun. 2020	Participation on PFSS committees provides PFSS with workforce development perspectives.	Meeting minutes	CS – Tammy Biery	CS director co-chairs PFSS’s college and career readiness steering committee and experiential learning planning group.
<b>Goal # 6 – Create 1-3 Business Led Sector Partnerships (Regulation 679.510 a.1.iii/iv/vii)</b>					
<b>Key Action Steps</b>	<b>Expected Completion Date</b>	<b>Expected Outcomes</b>	<b>Data Source &amp; Evaluation Method</b>	<b>Person(s) Responsible</b>	<b>Comments</b>
1. Assess LMI to identify key sectors w/demand occupations		Scope of options for initial pathways development is narrowed.	Data report		
1a. Incorporate the technical assistance of Maher & Maher	Jul. 2018 through June 2020	Sector strategy policy, certification standards, and unified business services were improved.	Meeting minutes	R3LPB, Maher & Maher	Technical assistance completed Mar. 2017 through Jun. 2017. Lessons learned will continue to be incorporated.

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

1b. Completed a strategic analysis of the regional economy and select targeted sectors for developing career pathways	Feb-16	Demand driven sectors and occupations selected	data report	DEED labor market analyst, R3LPB	Analysis will continue to be used to guide programming for the duration of this two year plan, incorporating updated analysis as it becomes available.
1c. Share data report with WFC business services partner staff	Sept. - 2016	Business services partner staff will share findings to meet business needs	Data report administered	R3LPB	
<b>Establish Healthcare (demand driven) employer- led sector partnerships</b>		<b>Business leaders commit to lead strategic implementation of sector efforts</b>	<b>Roster of participants and meeting minutes</b>		
2a. Support a sector-led committee from Healthcare Summit attendees	Sept. 2017	A healthcare sector-led committee is formed. Initiatives help to increase number of qualified healthcare workers.	Committee roster, meeting minutes	R3LPB, CS, CMJTS, DEED	This Taskforce continues to address workforce related challenges facing the regional healthcare industry.
2b. Support additional Healthcare Sector Summits/Events	Jul. 2018 through June 2020	Healthcare summits/events held; workforce issues and	Event flyers	R3LPB, Healthcare Taskforce	Healthcare World Café event in Jun. 2018. Additional events anticipated.

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

2c. Continue to convene Healthcare Alliance sector partnership meetings	Jul. 2018 through June 2020	opportunities are identified. Number of qualified healthcare workers increases to meet sector needs.	Meeting minutes	Pine Technical and Community College, EDR 7E partners, CMJTS	Meetings have occurred Feb. 2017, Sept. 2017, Jan. 2017 and it is anticipated that they will continue.
2d. Convene CentraCare Health led sector partnership meetings	Jul. 2018 – June 2020	Number of qualified healthcare workers increases to meet sector needs in EDR 7W.	Committee roster, meeting minutes	R3LPB, CentraCare, business partners, CS, CMJTS, ABE	Stakeholders initially identified in June 2017. Continuously re-evaluated/ongoing
<b>3. Manufacturing (demand driven): Establish employer-led sector partnerships.</b>	<b>Jul. 18 through Jun. 2020</b>	<b>Business leaders commit to lead strategic implementation of sector efforts.</b>	<b>Roster of participants and meeting minutes</b>		<b>Initially identified in June 2017. Continuously re-evaluated/ongoing</b>
3a. Support Central Minnesota Manufacturers Association (CMMA) sector partnerships	Jul-18 through June 2020	Qualified manufacturing workers increase to meet sector needs	Board roster, meeting minutes	CMJTS (Tim Zipoy), DEED (Della Ludwig), Les Engel, R3LPB	CMMA will lead Region 3 manufacturing summits in 2018 and 2019

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<p><b>RETAIL (demand driven): Establish employer-led sector partnerships.</b></p>	<p>Jul. 2018 through Jun. 2020</p>	<p>Targeted populations can identify strengths and skills, explore careers and set goals for employment through strategies developed by stakeholders.</p>	<p>Roster of participants and meeting minutes</p>	<p>Retail Advisory Board</p>	<p>Board comprised of retail business owners and representatives to work to change the perception of retail careers, educate the public, and support increased training opportunities along retail career pathways.</p>
<p><b>5. Support Partners Identified and Engaged</b></p>	<p>Jul. 2018 through Jun. 2020</p>				<p><b>Initially completed February 2016. Continuously re-evaluated/ongoing.</b></p>
<p>5a. Form sector partnerships with organizations serving target populations</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>Access to training and employment for jobseekers in targeted populations increases.</p>	<p>Partnership roster, meeting minutes</p>	<p>CS, CMJTS</p>	<p>Continuous process. Agencies include ABE, community colleges, and community-based organizations.</p>
<p>5b. Partners review Regional Plan Draft</p>	<p>April 2018 through May 2018</p>	<p>Alignment with partners/entities is assured</p>	<p>CS and CMJTS websites</p>	<p>WFC partner staff</p>	<p>Review prior to and during public comment period</p>
<p>5c. Participate in St Cloud Area Executive Director/CEO networking group</p>	<p>Quarterly Jul. 2018 through Jun. 2020</p>	<p>ED/CEO networking group gains workforce development</p>	<p>Meeting minutes</p>	<p>CS – Tammy Biery</p>	<p>Participation continues.</p>

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

		perspective of local employers.			
5d. Conduct regional business team meetings	Jul. 2018 – June 2020	Regional employer needs, training programs, upcoming events, and resources and services are identified, shared, and aligned.	Roster of participants, meeting minutes	LWDAs 5 and 17	Meetings typically occur at least quarterly.
5e. Expand the Human Resource (HR) Employer Network groups	Jul. 2018 through Jun. 2020	Participation in HR networking group for sector partners to gain regional support for their business needs increases.	Roster of participant, meeting minutes	LWDAs 5 and 17	Meetings typically occur at least quarterly.
5f. Support regional CEO high school initiative.	Jul. 2018 – Jun. 2020	Additional site in Region 3 are aware of and implement a CEO program.	Media reports	LWDAs 5 and 17	Two sites currently developed (Kandiyohi Co. and Wright Tech) with expansion to St. Cloud area schools expected in 2019-2020 school year.
5g. Support employer seminars in Region 3	Jul. 2018 through Jun. 2020	An increased number of employers attend regional	Roster of participants.	LWDAs 5 and 17	Support of these seminars will be continuous and ongoing.

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

		employment seminars.				
5h. Evaluate the use of existing Business Resource Directory	Jul. 2018 through Dec. 2018	Determination of use/usefulness of tool is made. Determination of whether to dedicate resources to maintain is made	Meeting minutes	LWDAs 5 and 17	Directory may no longer be useful, given existing web tools and resources.	
<b>Goal # 7 – Stakeholder Engagement (State Plan – Strategic Element #2)</b>						
<b>Key Action Steps</b>	<b>Expected Completion Date</b>	<b>Expected Outcomes</b>	<b>Data Source &amp; Evaluation Method</b>	<b>Person(s) Responsible</b>	<b>Comments</b>	
1. Professional development related to diversity/inclusiveness for leadership teams, board members, and staff.		Improved understanding of implicit bias, micro aggression, and cultural awareness		R3LPB, LWDBs 5 and 17, WFC staff, staff, partner staff		
1a. Leadership will apply learning from "Understanding White Privilege" training provided by College of St. Scholastica	Jul. 2018 through Jun. 2020	Learning is applied when designing outreach and programming strategies.	RFP responses/grant applications, program plans.	CS, CMJTS	Region 3 will continue to strive to serve more people of color and others facing disparity. Additional training opportunities on this topic will be sought for agency staff, etc.	

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<p>1b. Apply learning from Marnita's Table (diversity training).</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>Learning is applied when designing outreach and programming strategies. People facing disparity have increased opportunity to connect with training and the workforce.</p>	<p>RFP responses/grant applications, program plans.</p>	<p>R3LPB, LWDB 5 and 17 staff</p>	<p>Region 3 will continue to strive to serve more people of color and others facing disparity. Additional training opportunities on the topic of inclusiveness and diversity will be sought for agency staff, etc.</p>
<p>1c. Apply learning from diversity training (Implicit Bias) at Anoka Ramsey Community College</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>Learning is applied and staff better understand hidden employment barriers, including education and employment inequities, faced by minority populations. Learning is applied when designing outreach and programming strategies</p>	<p>RFP responses/grant applications, program plans.</p>	<p>CMJTS</p>	<p>Training occurred Sept. 2016. CMJTS will continue to strive to serve more people of color and others facing disparity. Additional related training will be sought for agency staff, etc.</p>
<p>1d. Apply learning of "Understanding White Privilege" Training</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>Staff have a better understanding of what white privilege is, how it is conferred and</p>	<p>Event flyer</p>	<p>CMJTS</p>	<p>Staff attended this training during the fall of 2017. Additional related training will be</p>

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

		what individuals can do to promote fairness and equity. This learning is applied to case management and client interaction			sought for agency staff, etc.
1e. Apply learning resulting from CLIMB Theatre Presents: Feeling History, African American Reach for Equality, CMJTS and CS leadership team training	Jul. 2018 through Jun. 2020	Leadership has a better understanding of America's history of racism and how it continues to shape the experience of Black Americans. This understanding is applied when developing outreach and programming strategies	RFP responses/grant applications, program plans.	CMJTS, CS leadership staff	Training attended in Feb. 2017. Similar trainings on related topics will be sought for further staff development
1f. Apply learning from PANDA training delivered through ABE providers.	Jul. 2018 through June 2020	Staff have a better understanding of resources available for students with disabilities. This is considered when developing strategies for outreach,	RFP responses/grant applications, program plans. Participant files.	ABE, Titles I-IV partner staff	Similar training will be considered as it becomes available. Continuous improvement is an ongoing process.



**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<p>1g. Provide career pathways training for staff serving individuals with criminal histories.</p>	<p>Jul. 2018 through June 2020</p>	<p>programming, and case management</p> <p>Staff have an increased knowledge of how to help ex-offenders overcome employment and retention barriers and apply this knowledge when serving this population</p>	<p>Event flyer, training agenda, participant files.</p>	<p>ABE, Titles I-IV partner staff</p>	<p>Training has been provided (Feb. 2017, Sept. 2017, Jan. 2018)</p>
<p>2. Meet/engage with identified representatives and community leaders.</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>Staff understand how to engage with all cultures and learn what minority populations need to overcome employment barriers.</p>		<p>R3LPB, LWDBs 5 and 17, WFC staff, partner staff</p>	<p>Stakeholders initially identified in June 2017. Continuously re-evaluated/ongoing</p>
<p>2a. Convene Bias Reduced Hiring training for regional employers.</p>	<p>July 18 through June 2020</p>	<p>Stakeholder (business) engagement and inclusiveness through the building of cross-</p>	<p>Training contracts with regional employers</p>	<p>LWDAs 5 and 17, College of St. Scholastica staff trainers, participating employers</p>	<p>Initially identified in June 2017. Continuously re-evaluated/ongoing</p>

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

		racial competence is increased.				
2b. Identify and establish relationships with all college multicultural coordinators within Region 3.	Jul. 2018 through Jun. 2020	Targeted populations are aware of and have increased access to employment and training services	Rosters of meeting participants, meeting minutes	CMJTS, CS, Titles I-IV partner staff, college Multicultural Outreach Coordinators	Engagement began in October 2016 and will continue on an ongoing basis	
3. Develop system-wide coordinated strategies to engage more individuals with disabilities in employment activities.		<b>Number of enrolled program/initiative participants reporting a disability increases.</b>				
3a. Create and maintain a roster of agency representatives for individuals with disabilities.	Jul. 2018 through Jun. 2020	Representatives serving persons with disabilities are identified and opportunities for greater collaboration are developed.	Rosters of participants, meeting minutes	R3LPB, LWDBs 5 and 17, WFC staff, staff, partner staff including RISE, Functional Industries, Vocational Rehab Services, Options, Inc., PANDA, PHASE	Initially completed February 2016. Will be updated on an ongoing basis.	
4. Use networks established in goal #5 to engage people in poverty and other	Jul-18 through Jun-20			<b>CS, CMJTS</b>		

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<p><b>identified target populations</b></p>					
<p>4a. Develop and maintain a roster of regional community action agency partner representatives.</p>	<p>Jul. 2018 through June 2020</p>	<p>Programs available to serve families in need. Opportunities for greater collaboration are identified.</p>	<p>Rosters of community action agency partners</p>	<p>WFC staff, staff, partner staff TriCAP, Wright County Community Action, United Community Action Partnership, Lakes &amp; Pines CAC</p>	<p>List will be updated as necessary, on an ongoing basis.</p>
<p>4b. Increase collaborative efforts between regional adult basic education providers and workforce development providers</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>Collaboration and information sharing around key issues increases; integrated services to meet the educational and training needs of our communities increases.</p>	<p>Reports to LWDBs in minutes, documentation of meetings, documentation of collaborative efforts</p>	<p>WFC staff, staff, partner staff, St Cloud ABE, Glacial Lakes Adult Basic Education, Monticello ABE, Metro North ABE Elk River, SCRED, Central MN-East ABE</p>	<p>Partnership will continue and opportunities for collaboration will be sought on an ongoing basis to improve services to individuals who require training and employment</p>
<p>4c. Partners review Regional Plan Draft</p>	<p>April 2018 through May 2018</p>	<p>Alignment with partners/entities is assured</p>	<p>CS and CMJTS websites</p>	<p>WFC partner staff</p>	<p>Review prior to and during public comment period</p>
<p>5. Increase collaboration with diverse populations</p>		<p>Best practices to engage affected populations are identified and implemented.</p>		<p>R3LPB, LWDBs 5 and 17, WFC staff, partner staff</p>	

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

<p>5a. Provide bi-lingual services in the La Cruz Community Center.</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>La Cruz Community Center remains open to facilitate work readiness programs designed to assist diverse populations.</p>	<p>Service schedules, participant documents</p>	<p>CS staff, La Cruz Community Center</p>	<p>Services originally funded by Catholic Charities. CS currently provides services with assistance of an Otto Bremer grant. Services will continue if funding remains available.</p>
<p>5b. Through IECG, continue to conduct job fairs and events that focus on hiring immigrants.</p>	<p>Jul. 2018 – June 2020</p>	<p>Productive and successful hiring events are held for employers and immigrant jobseekers</p>	<p>Event flyer and listing of community sponsors</p>	<p>LWDA 5 and 17 staff</p>	<p>These specialized job fairs have occurred in 2015, 2016, and 2017. Will be offered on a recurring basis.</p>
<p>5c. Continue nurturing a working relationship with MN Extension Services Southwest Region.</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>The educational needs of individuals with mental health issues or developmental disabilities are identified. Collaboration improves service and outreach to new Americans</p>	<p>Documentation of meetings, meeting minutes</p>	<p>Cathy Baumgartner, Extension Services staff, regional businesses</p>	<p>Connection made and opportunities for collaboration will be sought, as appropriate, for the achievement of common goals.</p>

## Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018

<p>5d. Continue nurturing a working relationship with the African Development Center (ADC) and engage regularly to promote engagement with the community and involvement in WFC programs</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>Staff better understand factors affecting immigrant populations with regard to education and employment. ADC plays an active role in planning regional initiatives.</p>	<p>Documentation of meetings, meeting minutes. RFP responses/grant applications.</p>	<p>Cathy Baumgartner, ADC staff, WFC staff</p>	<p>Relationship established. Goal to further involve ADC in continued regional planning.</p>
<p>5e. Coordinate a referral process for use of the MCIS ABE version to assist low-skilled jobseekers.</p>	<p>Jun. 2019</p>	<p>Low-skilled jobseekers create an employment portfolio, take career assessments, and explore job search and educational resources.</p>	<p>Referrals to ABE, data reports regarding use</p>	<p>Titles I-IV partners, ABE</p>	<p>Work related to the improvement of the partner referral process to be coordinated by One Stop Operator (OSO).</p>
<p>5f. Establish a seamless referral system among Titles I-IV partners/programs.</p>	<p>Jun. 2019</p>	<p>Program access improvements for all individuals.</p>	<p>Documentation of strategies, developed forms, implementation</p>	<p>Titles I-IV partners</p>	<p>Work related to the improvement of the partner referral process to be coordinated by One Stop Operator (OSO).</p>
<p>5g. Distribute refurbished computers to low income individuals.</p>	<p>Jul. 2018 through Jun. 2020</p>	<p>Increase individuals' access to learning (e.g. internet, software tools)</p>	<p>Distribution of computers</p>	<p>CMJTS, CS</p>	<p>Both CS and CMJTS have distributed machines in the past and will look for additional</p>

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**

5h. Provide youth the opportunity to receive hands-on training in the construction trades	Jul. 2018 through Jun. 2020	Young adults gain hands on training and receive a level 1 certification presented by the Carpenters Union, Local 930	Enrollment records	CS, St. Cloud Technical High School	opportunities for similar donations.  Collaboration began during fall of 2016 and continues.
<b>Goal # 8 - Submission of Local Plans that Align with the Regional Plan (Regulation 679.510.2.ii)</b>					
<b>Key Action Steps</b>	<b>Expected Completion Date</b>	<b>Expected Outcomes</b>	<b>Data Source &amp; Evaluation Method</b>	<b>Person(s) Responsible</b>	<b>Comments</b>
1. Submit LWDA 5 Local Plan	May 2018	DEED reviews and Approves Local Plan.	Confirmation from DEED (pending)	Barbara Chaffee	Submission will occur after 30-day public review/comment period.
2. Submit LWDA 17 Local Plan	May 2018	DEED reviews and Approves Local Plan.	Confirmation from DEED (pending)	Tammy Biery	Submission will occur after 30-day public review/comment period.
3. Submit Region 3 Plan	May 2018	DEED reviews and Approves Local Plan	Confirmation from DEED	R3LPB, Barbara Chaffee and Tammy Biery	Submission will occur after 30-day public review/comment period.

**Template Region #3 WIOA Work Plan – July, 2016 Through June, 2018**