For each goal, identify the key actions steps necessary to achieve the requirements for the regional plan, based upon your plan narrative. Partial examples are included for each goal.

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| **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** |
| *Local Boards/LEOs define and approve regional approach* | *June 2015* | *WIOA Region defined* | *1.1 Meeting Minutes*  *1.2 Signed Resolution* | *Local Workforce Development Boards*  *Local Chief Elected Official Boards* | *Completed* |
| *Approach formalized; Regional Leadership Team established* | *April 2016* | *Roster of regional leadership members*  *Operational agreement* | *1.3 Meeting Minutes*  *1.4 Region 5 Plan* | *Local Workforce Development Boards*  *Local Chief Elected Official Boards* | *Completed* |
| *Sign MOU defining region* | *January 2017* | *Completed MOU between the local areas* | *1.5 Signed MOU* | *Regional Leadership Team* | *Completed* |
| *Conduct Regional Forums and identify regional priorities* | *February 2016* | *Regional priorities identified and used to develop regional plan* | *1.6 Summary from Regional Planning Events* | *Local Workforce Development Boards*  *Regional Leadership Team* | *Completed: 147 people participated in regional planning events in September & October 2015 and identified 5 priorities* |
| *Oversee collaboration to continue development of regional leadership approach* | *April 2016*  *November 2016*  *February 2017*  *May 2017*  *Fall 2017* | *Action plan to address regional priorities*  *Regularly scheduled regional leadership team meetings to continue collaboration* | *1.7 Meeting Minutes*  *1.8 Action Plan* | *Local Workforce Development Boards*  *Regional Leadership Team* |  |
| *Evaluate board and committee structure to identify gaps in representation of diverse constituencies* | *August 2016* | *Gaps identified*  *Plan in place to increase representation on boards and committee* | *1.9 Board membership list (included in local plans) and committee rosters* | *Local Workforce Development Boards*  *Regional Leadership Team* |  |
| *Targeted outreach to diverse communities to increase representation on local boards and committees*  *Host Marnita’s Table Events in Worthington & Mankato and make new connections with diverse communities*  *Implement strategies to recruit diverse populations as board vacancies occur.*  *Review engagement of diverse populations and set goals/strategies for PY18-19* | *August 2016*  *February 2017*  *March 2017 –June 2018*  *June 2018* | *Increased representation from diverse communities on local boards and committees* | *1.9 Board membership list and committee rosters*  *1.91 List of individuals from events who indicated an interest continued participation.* | *Local Workforce Development Boards*  *Regional Workgroup* | *August 2016 completed*  *expansion of diverse populations on pathways committees & Diversity/Emerging WF Committee.* |

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| **Goal # 2 – Establish an Agreement for Negotiating local levels of Performance (Regulation 679.510 a.1.viii)** | | | | | |
| **Key Action Steps** | **Expected Completion Date** | **Expected Outcomes** | **Data Source & Evaluation Method** | **Person(s) Responsible** | **Comments** |
| *Work with DEED to identify process for negotiating local performance standards* | *November 2016* | *Process identified* | *2.1 Email from DEED* | *Executive Directors of South Central and Southwest MN Workforce Development Boards* |  |
| *Identify representatives from local WDBs to participate in negotiations* | *November 2016* | *List of individuals* | *List of individuals*  *(see comments)*  *1.4 Region 5 Plan* | *Regional Leadership Team* | *Diane Halvorson and Juanita Lauritsen identified to negotiate on behalf of region.* |
| *Letter sent to MN DEED indicating our intent to negotiate the earnings increase performance standards.* | *November 2016* | *Final performance standards identified* | *2.2 Letter to DEED* | *Executive Directors of South Central and Southwest MN Workforce Boards* |  |
| *Performance standards negotiated* | *Date to be determined by MN DEED* | *Performance standards identified* | *Performance standards* | *Executive Directors of South Central and Southwest MN Workforce Boards* |  |

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| **Goal # 3 – Identify & Implement 3 Regional Services (Career, Training and/or Support) Alignment Goals (Regulation 679.510 a.1.ii/vi)** | | | | | |
| **Key Action Steps** | **Expected Completion Date** | **Expected Outcomes** | **Data Source & Evaluation Method** | **Person(s) Responsible** | **Comments** |
| *Identify 4 regional service alignment strategies and action plans* | *December 2016* | *Alignment strategies documented* | *1.7 Meeting minutes*  *1.4 Regional Plan*  *1.8 Action Plan* | *Regional Workgroup* | *Completed: Strategies and action plan identified for career, training, and administrative services* |
| *Regional Goal: Address the shortage of skilled workers through sector-based career pathway approaches.*  *-Expanded outreach & marketing to business & target populations.*  *-Expand representation on career pathway partnerships*  *-Develop strategies to increase awareness of importance of education/ training for target populations.*  *-Develop & implement strategies to increase awareness of the benefits of hiring target populations.*  *-Support work-based training & career academies.*  *-Develop comment evaluation tools* | *December 2016*  *-December 2016 to December 2017 Quarterly Mtgs.*  *-August 2016 to February 2017*  *-December 2016 to December 2017*  *-December 2016 to June 2016*  *-December 2016 to June 2018*  *June 2017 –evaluate quarterly* | *Coordinated career pathway approaches and common evaluation tools*  *Increased number of target populations in career pathways*  *Increased business participation*  *Increased number of participants in work-based training.*  *Expanded career pathway partnerships* | *1.4 Region 5 Plan*  *1.8 Action Plan*  *3.1 Region 5 Career*  *Pathway Equity Grant* | *Regional Workgroup and Career Pathway Partnership Teams* | *Goal identified through regional forums and documented in regional plan.*  *Action Plan approved.*  *Received an equity grant for Region 5 Career Pathways work.* |
| *Regional Goal: Expand partnership with local school districts to increase career awareness and career counseling opportunities for students and parents.*  *-Contact all local ISDs to complete asset map & market career counseling/ workforce services.*  *-Develop & implement strategies to disseminate career information & services.*  *-Develop process for tracking & reporting partnerships with school districts.*  *-Provide reports to local WF Boards, LEOs, MN DEED, & legislators* | *October 2016*  *-May 2016 to June 2018*  *September 2016 to June 2018*  *October 2016*  *-January 2017 &*  *January 2018* | *Common strategies to disseminate career information and career services to school districts, students, and parents*  *Process for tracking and reporting partnerships with school districts*  *Increased number of school districts utilizing WF career services*  *Increased number of students & parents receiving career information* | *1.4 Region 5 Plan*  *1.8 Action Plan*  *3.2 Tracking Report form*  *3.3 RC3 Proposal*  *3.4 RC3 Report*  *3.5 LMI Infographics* | *Regional Workgroup*  *Rural Career Counseling Coordinator*  *Workforce Development Area Youth Providers and Youth Committees* | *Goal identified through regional forums and documented in regional plan. Action Plan approved.*  *Tracking form developed.*  *Year 1 RC3 report completed.* |
| *Regional Goal: Complete asset-map and gap analysis of career and workforce development services in the region utilizing results to broadly inform the region on services available and to align/target resources to fill gaps.*  *-Contact key stakeholders & identify career/workforce development services available. Complete asset map.*  *-Conduct best practice & gap analysis. Develop white paper.*  *-Communicate gaps, duplication, and best practices to regional stakeholders.*  *-Develop & implement strategies & align resources to address gaps.*  *-Develop & implement marketing & regional awareness of services & best practices.* | *October 2016*  *June 2017*  *August 2017*  *January 2017 & January 2018*  *March 2018*  *June 2018* | *Complete asset map*  *Complete White Paper*  *Aligned strategies, resources & marketing*  *Best practices replicated and gaps in services addressed* | *1.4 Region 5 Plan*  *1.8 Action Plan*  *Asset Map & Gap Analysis*  *White Paper* | *Rural Career Counseling Coordinator*  *Workforce Development Area Boards, staff and committees*  *Regional Stakeholders* | *Goal identified through regional forums and documented in regional plan.*  *Action Plan approved.* |
| *Regional Goal: Cooperative alignment of administrative processes between South Central and Southwest Workforce Councils.*  *-SC & SW enter into MOU*  *-Align local workforce development policies.*  *-Connect with & inform local legislators on workforce issues.*  *-Engage stakeholders through regional forums.*  *-Jointly hire & direct RC3*  *-Jointly provide professional development*  *-Jointly respond to grant opportunities*  *-Explore coordinated local monitoring*  *-Explore joint marketing* | *December 2016*  December 2016  December 2017  May 2017  October 2016  February 2016  September 2016 & bi-annually  July 2016 –June 2018  July 2017  Fall 2017 | *MOU*  *Aligned Policies*  *Joint outreach to legislators*  *Development of regional plan and joint priorities*  *RC3 position staffed*  *Completed professional development*  *Grants obtained*  *Coordinated monitoring and marketing* | *1.4 Region 5 Plan*  *1.8 Action Plan*  *1.5 MOU*  *Local Policies*  *3.4 RC3 Report*  *Two Equity Grants:*  *3.1 Career Pathway &*  *3.6 Support Services* | *Regional Leadership Team*  *Regional Workgroup*  *Local Workforce Boards*  *Southern MN Professional Development Group* | *Goal identified through regional forums and documented in regional plan.*  *Action Plan approved.*  *MOU signed.*  *RC3 Report*  *Two Equity Grants received.* |

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| **Goal # 4 – Coordination with Economic Development Services and Providers (Regulation 679.510 a.1.vii)** | | | | | |
| **Key Action Steps** | **Expected Completion Date** | **Expected Outcomes** | **Data Source & Evaluation Method** | **Person(s) Responsible** | **Comments** |
| *Engage economic development professionals in regional planning forums.* | *October 2015* | *14 economic development professionals attend regional planning forums*  *Identify common goals and align regional strategies* | *1.6 Summary of Regional Forums*  *1.4 Region #5 Plan and Goals* | *Executive Directors of South Central and Southwest MN Workforce Development Boards* | *Completed: 14 economic development professionals attended regional forums and participated in developing regional goals.* |
| *Engage economic development professionals in career pathway sector partnerships.* | *December 2016* | *Economic development professionals serve on sector based career pathway committees.* | *1.9 Career Pathway Partnership Rosters* | *Executive Directors of South Central and Southwest MN Workforce Development Boards* | *Completed: economic development professionals serve on sector based career pathway committees* |
| Workforce Board/Staff participate in CEDS planning and serve on RDC board and committees. | December 2016 | Coordination and alignment of regional strategies. | 4.1 Meeting minutes  Approved CEDS plan and goals  Region 9  <http://www.rndc.org/>  Region 6W CEDs  <http://umvrdc.org/what-we-do/programs/economic-development/ceds-corner/>  Region 8 CEDs  <http://www.swrdc.org/planning/ceds-16-final/> | *Executive Directors of South Central and Southwest MN Workforce Development Boards* | Completed: SC Workforce Council advisory board for CEDS –reviewed and approved CEDS.  SC Executive Director serves on Region 9 Committee.  SW MN WDB Executive Director serves on Upper MN Valley Regional Development Commission Board.  SW MN WDB also has a representative serving on the SW RDC – Region 8.  SW MN PIC staff serve on the So. MN Economic Development Network.  SW MN WDB Executive Director key staff & participated in development & approval of the CEDS for both UMVRDC & SW RDC. |
| Economic Development (RDCs) address issues identified at regional forums, such as broadband and transportation issues. | December 2016 to June 2018 | Goals and strategies identified | CEDS plan & RDC strategies  (see RDC websites) | Executive Directors of RDCs | Needs have been identified – and RDCs continue to implement strategies |
| Continue to identify opportunities to align with economic development. | December 2016 to June 2018 | Continued participation on each other’s boards & committees and regularly shared communication. | Copies of communications & meeting minutes | Executive Directors/staff of RDCs and SC & SW MN Workforce Development Boards | Through regular attendance and communication will continue to identify opportunities to align and coordinate. |

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| **Goal # 5 – Identify the Populations Experiencing Inequities in Educational and Employment Outcomes (State Plan Goal #1)** | | | | | |
| **Key Action Steps** | **Expected Completion Date** | **Expected Outcomes** | **Data Source & Evaluation Method** | **Person(s) Responsible** | **Comments** |
| *Assess demographic data* | *May 2016* | *Identify populations experiencing inequities/regional target populations* | *1.4 Labor Market Information documented in*  *Region 5 Plan* | *Regional Workgroup (Leadership WDB staff from South Central & Southwest)* | *Completed during PY16 Regional Planning Process* |
| *Set regional goal to: “Increase service levels and outcomes for individuals experiencing employment disparities”* | *May 2016* | *Increased service levels and outcomes for individuals experiencing employment disparities* | *1.4 Goals documented in Region 5 Plan* | *Regional Leadership Team* | *Goal identified through regional forums and documented in regional plan.*  *Populations identified include: ethnicity/race, disabilities, low-income, offenders, older workers, veterans and youth* |
| *Establish a baseline of incidence, service levels and outcomes on individuals experiencing employment disparities.* | *September 2016* | *Method to measure increased service levels and outcomes to individuals experiencing employment disparities* | *Workforce One Data*  *5.1 Baseline Data Report* | *Regional Workgroup* | *Completed baseline data report* |
| *Increase representation of individuals experiencing employment disparities on boards, committees, and staff.* | *July 2016 Bench marked.*  *Review results:*  *June 2017 &*  *June 2018* | *More diversity on boards/committees/staff resulting in better understanding of the unique needs and barriers of individuals experiencing employment disparities. Increased partnerships and knowledge of organizations serving diverse populations.* | *1.9 Meeting Rosters and Minutes* | *Executive Directors of South Central and Southwest MN Workforce Development Boards* | *Have increased representation on our sector-based career pathway committees and Diversity & Emerging Workforce Task Force* |
| *Develop and implement sector-based career pathway strategies that address the unique needs and barriers of targeted populations.*  *-Roles & responsibilities of each partner identified in regional plan*  *-Roles & responsibilities of each partner to implement strategies identified in updated MOU.*  *-Update strategies at quarterly Career Pathway Partnership meeting.*  *-Seek input & feedback from targeted populations and engage in development of strategies to address needs.* | *May 2016 –Regional Plan*  *Updated MOU by July 1, 2017*  *Quarterly Meetings December 2016 to June 2018*  *July 2017 to June 2018* | *Increased successful outcomes for targeted populations.*  *Updated Career Pathway MOU.* | *5.2 Career Pathway MOU*  *Workforce One Data and Outcome Data Report* | *Regional Workgroup and*  *Career Pathway Partnerships* | *Roles and responsibilities of career pathway partners have been identified and strategies have been developed to address needs of target populations identified to date. MOU will be updated to include additional partners and updated roles & responsibilities that includes strategies that address needs of targeted populations.*  *Outcomes will be reviewed on an annual basis.* |
| *Targeted marketing to individuals experiencing employment disparities.* | *Review outcomes through:*  *June 2016*  *June 2017*  *June 2018* | *Increased service levels of individuals experiencing employment disparities.* | *Workforce One Data and Outcome Data Report* | *Regional Workgroup and Career Pathway Partnership* | *Baseline data report completed. Will review service levels on an annual basis.* |

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| **Goal # 6 – Create 1-3 Business Led Sector Partnerships (Regulation 679.510 a.1.iii/iv/vii and State Plan – Strategic Element #1)** | | | | | |
| **Key Action Steps** | **Expected Completion Date** | **Expected Outcomes** | **Data Source & Evaluation Method** | **Person(s) Responsible** | **Comments** |
| *Assess LMI to identify key sectors and demand occupations* | *May 2016* | *Identify key regional sectors*  *Identify regional career pathways* | *6.1 Labor Market Regional Profile*  *1.4 Region 5 Plan* | *Regional Workgroup* | *Regional sectors identified in plan: agriculture,*  *health care, manufacturing, &*  *transportation.*  *Regional career pathways identified in plan:*  *health care, manufacturing &*  *transportation* |
| *Map regional career pathways through a regional career pathway equity grant.* | *September 2016* | *Career pathways mapped for health care, manufacturing & transportation.* | *1.4 Region 5 Plan*  *3.1 Region 5 Career Pathway Equity Grant* | *Regional Workgroup* | *Region 5 Career Pathway Equity Grant completed & funded. Implementation of the grant will occur in 2017.* |
| *Engage businesses in sector based career pathways* | *September 2016*  *And*  *Quarterly meetings December 2016 to June 2018* | *Businesses engaged in and leading the planning and implementation of career pathways.* | *3.1 Region 5 Career Pathway Equity Grant*  *Business Letters of Support*  *6.2 Workforce Boards & Sector-Based Career Pathways Committees Roster & Minutes* | *Regional Workgroup*  *Workforce Boards*  *Career Pathway Partnerships* | *Businesses identified in Region 5 Equity Grant, Workforce Boards’ Rosters and Career Pathway Partnerships’ Rosters plus additional businesses participating in implementation of career pathways* |
| *Set regional goal to: “increase employer engagement through sector-based career pathways, career awareness opportunities, and work-based learning/ training activities.”* | *May 2016* | *Increased employer engagement and increased work-based learning opportunities* | *1.4 Goal documented in Region 5 Plan* | *Regional Leadership Team* | *Goal identified through regional forums and documented in regional plan.* |
| *Develop process for tracking and reporting employer engagement with core workforce partners.* | *October 2016* | *Documentation of increased employer engagement.* | *6.3 Tracking form* | *Regional Workgroup* | *Tracking form developed and distributed to workforce partners.* |
| *Train and educate workforce staff and partners on work-based learning & training opportunities.* | *September 2016*  *So. MN Prof. Development*  *May 2017 –Joint Counselor Conf.* | *Increased work-based learning/training opportunities with area employers* | *6.3 Tracking form* | *Regional Workgroup* | *Training provided at So. MN Professional Development Training* |
| *Conduct outreach to employers for work-based learning/training opportunities* | *December 2016 to June 2018* | *Increased work-based learning/training opportunities with area employers* | *6.3 Tracking form* | *Regional Workgroup*  *and Workforce Core Partners*  *Business Service Representatives* | *Goal to increase work-based opportunities (work experience, internships, apprenticeships, etc.) identified at regional forums.* |
| *Submit roster of employers engaged in sector-based career pathways to MN DEED* | *March 2017* | *Approval of Regional Plan* | *6.2 Roster* | *Regional Workgroup* | *Provide DEED a list of the current employers engaged in sector-based career pathways.* |
| *Participate in MN DEED technical assistance to increase employer engagement (Maher & Maher)*  *-Development & implement strategies identified through engagement with Maher & Maher* | *March 2017 to June 2018* | *Increased business engagement* | *Strategies Developed* | *Regional Leadership Team*  *Regional Workgroup* |  |

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| **Goal # 7 – Stakeholder Engagement (State Plan – Strategic Element #2)** | | | | | |
| **Key Action Steps** | **Expected Completion Date** | **Expected Outcomes** | **Data Source & Evaluation Method** | **Person(s) Responsible** | **Comments** |
| *Partner with GWDB for the May 5, 2016 NGA Youth Focus Group* | *June 2016* | *Identification of initiatives and next steps to advance the work of the NGA Academy* | *7.1 White Paper developed as a result of the 3 forums held in MN.* | *Regional Leadership* | *White paper completed.*  *Feedback incorporated into future goals and plans.* |
| *Host Marnita’s Table Events in Region*  *-Develop & implement strategies identified through events.*  *-Identify representatives of targeted populations to engage on boards, committees, and in sector-strategies/career pathways.* | *February 2017*  *March 2017 to June 2018*  *March 2017* | *Cross-cultural competency; anti-bias training; micro-aggression training; leadership development from relevant communities of color.*  *Outcomes/goals identified at events.*  *Identify representatives of target populations to engage on boards/ committees.* | *Attendee Sign-in Sheet Data (DEED has notebook)*  *1.4 Outcomes/goals identified through events documented in Regional Plan*  *Rosters and Minutes* | *Regional Workgroup and Leadership Team* | *Events held in Worthington February 15th and in Mankato on February 21st.*  *March 7th event in metro-area* |
| *Engage representatives of targeted populations in regional planning and sector-based career pathway development.* | *October 2015 and quarterly meetings December 2016 to June 2018* | *Increased engagement of representatives of targeted populations* | *Rosters, meeting notices, agendas, and minutes* | *Regional Workgroup and Regional Leadership Team* | *Engage representatives of targeted populations in Regional Forums, Career Pathway Partnerships, Diversity & Emerging Workforce Task Force, Workforce Boards, and Committees. Will continue to increase representation.* |
| *Submit roster of representatives of targeted populations to MN DEED engaged in sector-based career pathways.* | *March 2017* | *Approval of Regional Plan* | *1.9 Rosters* | *Regional Workgroup* | *Provide MN DEED current list of representatives of targeted populations engaged in career pathway development.* |
| *(see also Action Steps under Goal #5)* |  |  |  |  |  |

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| **Goal # 8 - Submission of Local Plans that Align with the Regional Plan (Regulation 679.510.2.ii)** | | | | | |
| **Key Action Steps** | **Expected Completion Date** | **Expected Outcomes** | **Data Source & Evaluation Method** | **Person(s) Responsible** | **Comments** |
| *Complete Region 5 Work Plan Template* | *January 2017* | *Approved Regional Plan* | *Completed Region 5 Work Plan Template*  *1.7 Regional Leadership Team Minutes* | *Regional Leadership Team* | *Regional Leadership Team complete and approve template at January 31 meeting.* |
| *Workforce Board/LEO Review and Approval of Region 5 Work Plan Template* | *February & March 2017* | *Approved Regional Plan* | *South Central & Southwest MN Workforce Board/LEO Minutes* | *Regional Workgroup and Workforce Boards/LEOs* | *Workforce Boards/LEOs approve Region 5 Work Plan Template at their respective meetings in February and March.* |
| *Submit Region Work Plan Template to MN DEED* | *March 2017* | *Approved Regional Plan by MN DEED* | *Letter of approval from MN DEED* | *Regional Workgroup* |  |