May 30, 2018

Department of Employment and Economic Development

1st National Bank Building

332 Minnesota Street, Suite E200

St. Paul, MN 55101

Attention: Jeremy Hanson Willis and Rick Roy

Dear Jeremy Hanson Willis and Rick Roy,

Career Solutions Joint Powers Board & Local Workforce Development Board-Executive Committee pre-approved the changes to the 2018-2019 Local Plan (listed below) on April 12, 2018.

Please note, Career Solutions has made the following changes to reflect initiatives that have taken place since the local plan was written in 2016:

* Agency rebranding efforts – name change from Stearns-Benton Employment & Training Council (SBETC) to (dba) Career Solutions
* Updated references to partner agencies (such as Resource, Inc. to AVIVO, added Partner for Student Success, Greater St. Cloud Development Corporation…)
* Noted the Executive Director is a ‘Brand Ambassador’/member of the committee driving the statewide initiative to rebrand Workforce Centers.
* Career Solutions and Job Service have hired bilingual staff to better reflect the clients served in the St. Cloud Workforce Center
* Supported a number of business attraction/retention visits and presentations
* Updated references to current program offerings:
	+ Added:
		- Pre-ETS “Career Quest”
		- Coleman & AAM Projects “Learn and Earn”
		- Career Trek
		- CareerONE Expansion
		- Outreach to Schools
		- Assistance with youth experiencing homelessness
	+ Removed:
		- HECAP
* Other minor changes

The revised Local Plan was posted on the Career Solutions website ([www.CareerSolutionsJobs.org](http://www.CareerSolutionsJobs.org)) and emailed to board members on April 17, 2018. The 30 day comment period concluded on May 18, 2018. Responses during the 30 day comment period influenced the following additions to the plan:

* *“As downsizing event occur, the GSDC hosts ‘Meet and Greet’ events to assist the job seekers to make meaningful connections with employers looking for talent with a similar skill set to those being laid off. Career Solutions participates in these events to promote dislocated worker services. Connections are also made with employers to promote the hiring of Dislocated Workers and share information about On The Job (OJT) training programs.”*
* *“Career Solutions provides equitable and unrestricted job information to all customers and clients. This includes referral activities that are not based on stereotypes of what is considered traditional women's and men’s work. Shortly after enrolling in a program, clients attend Career Trek, a program designed by Career Solutions. This program helps clients find career paths that are a fit with their personal interests and aptitudes, which does not focus on gender when determining career options. Individual client Career Trek results are reviewed with their career planner. Using labor market information, Career planners discuss the feasibility of non-traditional occupations since in many cases, pay a higher wage. Local success stories are shared in order to encourage clients to share non-traditional work.”*

Changes to the Local plan were presented to the Joint Powers Board and Local Workforce Development Board and was approved on May 10, 2018. Since no additional comments were received after the plan was approved *(within the 30 day comment period),* the board approval stands. Board motions listed below:

Joint Powers Board Motion: J. McMahon made the motion to approve the 2018-2019 Local Plan and Straw Poll voting via email, if needed. Seconded by: D. Borgert. Motion carried.

Local Workforce Development Board Motion: L. Engel made a motion to approve the 2018-2019 Local Plan and Straw Poll voting via email, if needed. Seconded by: R. Cornelius. Motion carried.

Please except the proposed 2018-2019 Local Plan from Career Solutions.

Sincerely,

***Tammy Biery***  |  ***Executive Director***

Career Solutions

*(Formerly known as Stearns-Benton Employment & Training Council)*

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