



## Workforce Development Board

402 West First Street  
Duluth, Minnesota 55802



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## Meeting Minutes

Monday, June 16, 2025

Duluth City Hall, Room 330, 411 West First Street, Duluth, MN 55802

### Present:

Jack Carlson, President, Duluth Building and Construction Trades  
Andrea Chirhart, Rehab Manager, DEED Vocational Rehabilitation Services  
Corey Cusick, Community Services Director, United Way  
Kayla Dietzmann, Director of Administration, SCS Interiors  
Classie Dudley, Executive Director, Community Action Duluth  
Chiamaka Enemuoh, President, Lifestone Health Care  
Claire Farmer-Lies, Marketing & Communications Specialist, Residential Services Inc.  
Angie Frank, Manager, Duluth Adult Education  
Susie Gilbertson, Sr. Recruiter, Maurices Corporation  
Lindsey Growette Stingle, Human Resources Director, National Bank of Commerce  
Monica Haynes, Director, UMD Bureau of Business & Economic Research  
Julie Johnson Atkinson, Vice President of Sales, Visit Duluth  
Linda Kingston, Vice President of Academic and Student Affairs, Lake Superior College  
Jennifer Oakes, DEED Job Service Site Supervisor, Duluth CareerForce  
Vance Okstad, Director of Outreach, Cirrus Aircraft  
Paul Pedersen, Director of Outreach, MAC-V  
Faith Wickenhauser, Associate Human Resources Consultant, Terch & Associates  
Shayla Drake, Workforce Strategy Consultant, DEED  
Elena Foshay, Director, Duluth Workforce Development  
Carson Gorecki, Northeast Regional Labor Market Analyst, DEED  
Carol Turner, Operations Manager, Duluth Workforce Development

### Meeting called to order at 2:05 p.m.

- Moment of silence in honor of House Speaker Melissa Hortman, Mark Hortman, Senator John Hoffman and Yvette Hoffman

**Public Comment:** None

## Action Items:

- Approval of May 2025 meeting minutes
  - Approved by all in attendance, with correction adding Classie Dudley to the attendance list
- Update to Conflict of Interest forms requested from all Board members
- Vote on local Dislocated Worker Program Priority of Service policy
  - Approved by all in attendance
- Vote on revised local Incumbent Worker Training policy
  - Approved by all in attendance
- Vote on Interim/Stop-Gap Employment Definition
  - Approved by all in attendance
- Vote on local youth service provider sole source, as stated below:
  - *Resolved: The Duluth Workforce Development Board, in reference to WIOA Section 123(b), approves City of Duluth Workforce Development as the sole WIOA Adult, Dislocated Worker, and Youth service provider in LWDA 4 – City of Duluth.*
  - Approved by all in attendance

## Updates:

- State and federal legislative updates
  - State legislature passed the budget
    - More funding for Pathways for Prosperity, which funds career pathway training
    - Drive for Five was funded, at a slightly lower level than the previous biennium
    - A new program was funded bridging Americorps volunteers into state employment
    - Getting to Work is not funded – Supports transportation program at Community Action Duluth
    - 50% cut to Rural Career Counselor Program, which supports part of JET's youth work
  - Federal
    - Elena may reach out for letters/emails to Congressional delegation as things move at the federal level
    - Job Corps was ordered to close centers throughout the United States
      - A judge paused the order, giving them more time to relocate youth,
      - If any local youth were in Job Corps, we will serve them
    - WIOA, ABE, SCSEP-may be cut
    - Tracking what happens with University of MN funding
- IFA negotiations are still in progress
- Reminder: MAWB Summer Meeting takes place August 14-15 in Duluth. All Board members invited
- Graduations:

- We had 66 graduates in our programs January-June 2025!
  - 21 high school, five GED, nine associate's degrees, eight bachelor's degrees, seven master's degrees, 10 CNAs, one CDL, five teaching licenses
- DWD Program Year 2025 grants update
  - Allocations
    - Federal Dislocated Workers, 13% decrease
    - Federal Adult, 24% increase
    - WIOA Youth, 10% increase
    - MN Youth Program Funding, 53% decrease
    - State Dislocated Workers, 55% decrease
      - Elena Foshay will be inputting these amounts into the budget to see how this impacts staffing and services
  - Other CareerForce locations potentially closing, staff layoffs
  - Applied for new grants, waiting to hear (competitive)

#### **Healthcare occupation demand report-Monica Haynes**

- UMD Healthcare Programs-Labor Market and Skills Analysis
- Methods, UMD programs, Related occupations, Recommendations
- Healthcare-Related Programs at UMD
- Stable Careers, High-Growth Professions, Foundational Roles, Jobs in Demand
- Discussion--Where should we be focusing?
  - Trainings we should be offering over the next two years:
    - Dental hygienist and assistants
    - Respiratory technologists
    - Clinical lab technologists
    - CNA
    - Phlebotomy
    - Radiologic technologists
    - Human services/social work

**Meeting adjourned at 4:00 p.m.**

**Next meeting:** Monday, September 15, 2025; 2:00 – 4:00 p.m., Duluth City Hall, Room 330, 411 West First Street, Duluth, MN 55802