

Develop a Skilled, Trained and Educated Workforce that Meets the Needs of the Area

Meeting Minutes from

June 15, 2017 | 2:00 pm Rainy River Community College | Room SC 114

Meeting Facilitator: Tammy Riley | Minutes Recorder: Sheila

The May minutes were reviewed and accepted.

The Voyage Forward Coalition conducted a regional meeting in Littlefork on June 6, 2017. Tammy provided an overview of the Workforce Development Destiny Driver and accomplishments to date.

Review of the *Data Summary Report* included:

- Follow-up on recommendations from the committee during the May meeting. All changes made and approved.
- Compilation of “Findings” received from committee members and summarized on the “Findings” slide. Decided to highlight findings from the three areas the survey covered: *Workforce Needs, Recruiting, and Training*.
- “Acknowledgement” slide approved.

The *Data Summary Report* was approved as being finalized and is ready for release to the public by July 1, 2017. Access to the report will be through the Voyage Forward web site. The report will be submitted to VoyageForward.org as a PDF to preserve the report in its final format.

Announcement that the report is available will be through:

- Press release to all media outlets used to announce the survey; plus additional sources acquired. Tammy will prepare the press release.
- Direct email to all survey participants.

The first “Outcome” identified on the Destiny Driver, *Determine workforce needs of businesses in Koochiching County* is complete. The committee will now move on to the second “Outcome” which is to *Determine the skills of the existing workforce in Koochiching County* by March 31, 2018.

Committee members are asked to begin researching methods to complete this goal and bring ideas to the next meeting (i.e. existing surveys, survey questions, skills checklists, delivery methods, etc.).

The success of this new phase of the Destiny Driver will require valued input and commitment from committee members.

Next Steps:

- Prepare press release, contact survey participants via email, and post *Data Summary Report* on the Voyage Forward web site.
- Research options to *Determine the skills of the existing workforce in Koochiching County*.

Next Meeting: A Doodle request will be sent to committee members to select a meeting date in July.

Stewards Present: Jean Evens, Tammy Riley, Sheila Demenge.