

ANOKA COUNTY WORKFORCE DEVELOPMENT BOARD

THURSDAY, April 2, 2026
7:30 A.M.

BLAINE HUMAN SERVICE CENTER
1201 89TH AVENUE NE, ROOM 2402
BLAINE, MN 55434

* * * A G E N D A * * *

- I. ROLL CALL

- II. APPROVE ADOPTION OF THE AGENDA

- III. APPROVE March 5, 2026 MEETING MINUTES (Attached)

- IV. APPROVE LOCAL YOUTH PLAN – Maureen McCarthy, Manager, Employment Services, Job Training Center (Attached)

- V. TWIN CITIES RISE – Alex Merritt, Vice President, Program Operations, Twin Cities Rise (Attached)

- VI. AFFORDABLE HOUSING – INTERSECTION WITH WORKFORCE DEVELOPMENT AND MAXFIELD UPDATE – Tonja West-Hafner, Department Director, Community & Government Relations

- VII. OTHER BUSINESS
 - Director Update – Lisa Guetzkow

ANOKA COUNTY WORKFORCE DEVELOPMENT BOARD

Minutes

Thursday, March 5, 2026

The Anoka County Workforce Development Board Meeting was called to order by Debby Boyd at 7:30 a.m.

I. ROLL CALL

MEMBERS PRESENT: Debby Boyd, Greg Frahm-Gilles, Sara Garbe, Becky Johnson, Molly Liberto, Jessica Lipa, Patrick McFarland, Jay Nelson, Jeff Newsom, Michael Scholl, Trevor Turek, Alison Vogtlin

NON-MEMBERS PRESENT: Commissioner Schulte, Jessica Leth, Tim O’Neill, Kate Heffernan, Maureen McCarthy, Lisa Guetzkow, Krista Peterson

II. APPROVE ADOPTION OF THE AGENDA

MOTION by Jessica Lipa to adopt the agenda. Seconded by Patrick McFarland. MOTION PASSED UNANIMOUSLY.

III. APPROVE February 5, 2026 MEETING MINUTES

MOTION by Patrick McFarland to approve the February 5, 2026 Meeting Minutes as presented. Seconded by Michael Scholl. MOTION PASSED UNANIMOUSLY.

IV. WELCOME AND INTRODUCTION TO LISA GUETZKOW, JTC Department Director

V. LABOR MARKET INFORMATION UPDATE – Tim O’Neill, Regional Analyst, DEED

- Anoka County has 8,710 establishments with majority of businesses having 20 or less employees. 118,517 people are employed in private sector jobs and 14,889 in government jobs. Anoka is the 3rd largest growing county between 2019-2025 (+5,697 jobs or 4.5%).
- For the first time in history, Health Care and Social Assistance (22,780 jobs) is the #1 industry sector in Anoka County over Manufacturing (22,755 jobs). Health Care and Social Assistance employment is up 65% over the last decade.
- Manufacturing and construction industries still remain highly concentrated in Anoka County.

VI. JOB SERVICE REPORT – Sara Garbe, Workforce Development Supervisor, DEED

- Job Service is the unit within DEED that operates the Wagner-Peyser program. This program provides universal labor-exchange services which include basic career services.
- On-site computer users, customers receiving 1-1 assistance, UI and SNAP E & T phone sessions, and workshop attendance has remained steady throughout 2024.

- In 2024, 1,531 customers were referred to the dislocated worker program, 716 received resume writing assistance and 657 received job search assistance.
- Blaine contacted 4,101 unemployment insurance referrals in 2024 with 87% response to contact attempts and 59% requesting additional services.
- 310 SNAP referrals were contacted with 56% response to contact attempts and 28% requesting additional services.

VII. DIRECTOR UPDATE – Lisa Guetzkow

- IFA/MOU Planning Update – still in progress, will provide update in April.
- Conflict of Interest – please sign and return to Krista.
- Anoka County Career Fair, April 8th – Anoka Technical College – please share with your networks.
- Construct Tomorrow Recap – 340 students in attendance. 10 of 18 schools invited cancelled due to ice storm that morning. Smaller crowd was an opportunity for more 1-1 time with attendees.
- MAWB Prioritize Support for the Dislocated Worker Program (handout) – MAWB advocates for prioritizing funding from the Workforce Development Fund to ensure the core function of State Dislocated Worker Program is met annually.

ADJOURN

MOTION by Greg Frahm-Gilles to Adjourn. Seconded by Sara Garbe. Adjourned at 8:30 a.m.

**PY26/SFY27 Local Youth Plan
Workforce Innovation and Opportunity Act (WIOA)
Youth Formula Funds and Minnesota Youth Program (MYP)**

Annual Plan:

The Minnesota Department of Employment and Economic Development (DEED) requires Local Workforce Delivery Areas to submit annual plans to secure funding for the delivery of WIOA and MYP program services. Plan documents are due to DEED by April 17, 2026.

Budget:

This summary does not include any budgetary information as DEED has not yet released any detailed allocation information. It is expected that we will receive our allocations by June so that we can develop and submit our budget for PY26-SFY27, which begins on July 1, 2026. Should the budget allocation require any substantive changes to this plan, the Workforce Development Board will be informed and asked to endorse the new plan.

Plan Overview:

The annual plan outlines the local area's key service elements for Minnesota Youth Program (MYP), WIOA In-School Youth (ISY) and WIOA Out-of-School Youth (OSY) for individuals ages 14-24, including outreach and recruitment efforts, eligibility determination, comprehensive assessment, case management, career counseling, paid work experience and/or internships, career pathway opportunities, incentives and supports for post-secondary academic completion. It is the responsibility of the Standing Youth Committee to assure that the youth strategies align with the overall vision of the local board to reduce racial inequities, reduce homelessness, increase education and work experience and the ongoing development of young workers who are poised and prepared for employment in the changing business economy of the next 5-10 years. The Standing Youth Committee met on March 16, 2026 and recommends this plan be approved for submission by the Anoka County Workforce Development Board.

The plan focuses on partnerships to decrease high school dropout rates, racial/cultural inequities, prevent homelessness, and improve outcomes for justice involved youth, youth aging out of foster care and youth with disabilities. Partnerships include YMCA, Hope4Youth, Anoka County Juvenile Corrections, Anoka County Foster Care Unit, Vocational Rehabilitation Services, TRIO, Metro North Adult Basic Education, Job Corp, Stepping Stone Shelter, 4-H, Anoka County Libraries, Anoka County Children's Mental Health and local secondary, transitional, charter and alternative schools, as well as local employers. The goal is to leverage resources and opportunities that help young people who have significant barriers to employment and/or youth who are under-served/under-represented in the workforce. Counseling staff assist youth in navigating various systems to achieve skills, gain knowledge and confidence resulting in educational, workplace and personal success.

Best practices include the development of new partnerships and new worksites for paid work experiences/internships as well as leveraging funding to serve more in-school and out-of-

school youth. Partnerships continue to grow with Hope4Youth, serving youth in transitional housing and youth receiving TANF/SNAP services. Continued community initiatives and projects include Youth at Work and Youth Build. Outreach has been increasing through in-person community events such as school-based career fairs, Construct Tomorrow event in partnership with Anoka Technical College and Metro North Chamber, Columbia Heights Library Career Fair for Youth as well as providing information at food shelves, on social media and by directing youth to our virtual kiosk to connect them to available resources in the Career Lab and community-based services.

Career services and training supports provide career counseling, job placement assistance, and resume development. We assist youth that are interested in leadership development, transportation careers, pre-apprenticeship courses for trade pathways, healthcare pathways, environmental or agriculture paths and entrepreneurship opportunities. We partner with secondary schools to serve youth that are interested in Career Technical Education (CTE) connections prior to graduation. ACJTC's connections with CTE consortiums have resulted in an increase in referrals for seniors without a post-high school plan. We have expanded our list of employers that are interested in having youth work at their worksites through paid work experiences or internships. Continued development of new work experience sites and use of performance incentives to keep youth motivated have been successful engagement opportunities as they work through various milestones.

Local Workforce Development Area – Anoka County Area #12 - Performance Goals

WIOA Youth	PY24 Annual Goals	PY 24 Outcomes as 03/13/26:	PY26 Determined at Contract
2 nd Quarter Employment/Training Rate (2 nd Quarter after Exit)	74.50%	98.43% (Limited Data)	TBD
4 TH Quarter Employment/Training Rate (4 th Quarter after Exit)	74.90%	103.84%	TBD
Credential Attainment (within 4 Quarters after Exit)	\$5,400	134.41%	TBD
Median Earnings	62.00%	\$4,306 (Limited Data)	TBD
Measurable Skills Gain (MSG) (only real-time performance piece).	53.00%	80%	TBD



Partnership With a Purpose

**Career Development and Personal Empowerment
Training Programs**

Presenter
Alex Merritt - Vice President, Program
Operations

March 5, 2026



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AGENDA

- 🔔 Who We Are
- 🔔 Support Services
- 🔔 Training Curriculum
- 🔔 Career Pathways
- 🔔 Program Eligibility & Schedule
- 🔔 Referrals & Partnerships
- 🔔 Questions & Discussion



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EXECUTIVE LEADERSHIP TEAM



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WE BELIEVE

It is your birthright to feel...

Loveable
Important
Valuable &
Empowered

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Mission
To transform the lives of those impacted by racial or socio-economic barriers through Personal Empowerment, career training, and meaningful employment.

Vision
A community where all individuals, especially people of color, have attained financial independence through employment success.

Since 1993...

- We have provided participants with the skills needed to achieve and sustain full-time employment in today's new economy.
- We have been helping individuals become...

EMPOWERED + EMPLOYED




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PROGRAM + SUPPORT SERVICES




- 1:1 CAREER COACHING
- RESOURCE ASSISTANCE
- INTERVIEW & RESUME PREP
- PAID INTERNSHIPS
- JOB SEARCH ASSISTANCE & SUPPORT

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21st CENTURY LIFE SKILLS TRAINING

The ESSENTIAL Skills Needed to Have Success in the Workforce



- Goal Setting & Time Management
- Teamwork & Collaboration
- Critical Thinking
- Problem Solving & Conflict Management
- Workplace Professionalism/Communication
- Workplace Leadership
- Digital/Information Literacy
- Financial Literacy
- Creativity & Imagination

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EMOTIONAL INTELLIGENCE

Personal Empowerment



- Better Relationships
- Inspire Others
- Promote Collaboration
- Manage Conflict
- Practice Empathy
- Awareness of Others
- Affect of Emotions
- Affect of Actions
- Control of Our Thoughts
- Control of Our Emotions
- Operate in Our Self-Interest
- Ability to Adapt
- Aware of Own Emotions
- Aware of What Causes Them
- Aware of Our Own Thoughts
- To Be Present and Mindful



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My Road to Success	Customer Support	Facilities Maintenance Specialist		Empowered Digital Preparation	
Personalized Career Training Program	Deliver A Dynamic Customer Service Experience	Facility/Warehouse Operations & Management		4- week Digital Literacy Training Program	
<ul style="list-style-type: none"> Professional career development training Career Exploration & Customizable Career Pathway Identify Transferable Skills Networking Opportunities & Employer Partner Interview Introductions Certificate from Dakota County Technical College 	<ul style="list-style-type: none"> You acquire skills needed to deliver customer service and excel in various sectors. Relationship Building Communication Skill Development Customer Service Terminology Certificate from Saint Paul Technical College 	<ul style="list-style-type: none"> You acquire skills needed to obtain entry-level positions in facilities & maintenance. Plumbing & Blueprint Reading Basics Electrical & Mechanical Systems Operation of Equipment & Hand Tools OSHA 30 certification and boiler exam preparation Certificate from Century College 		<ul style="list-style-type: none"> Basic digital literacy training to build the confidence and skills that will open doors to meaningful employment. Earn Certificates Prepare to Succeed in the 8-week Career Development Programs Ultimate Goal: Develop Digital Literacy Skills to Prepare You for the Modern Workforce 	

EMPLOYER PARTNERS





































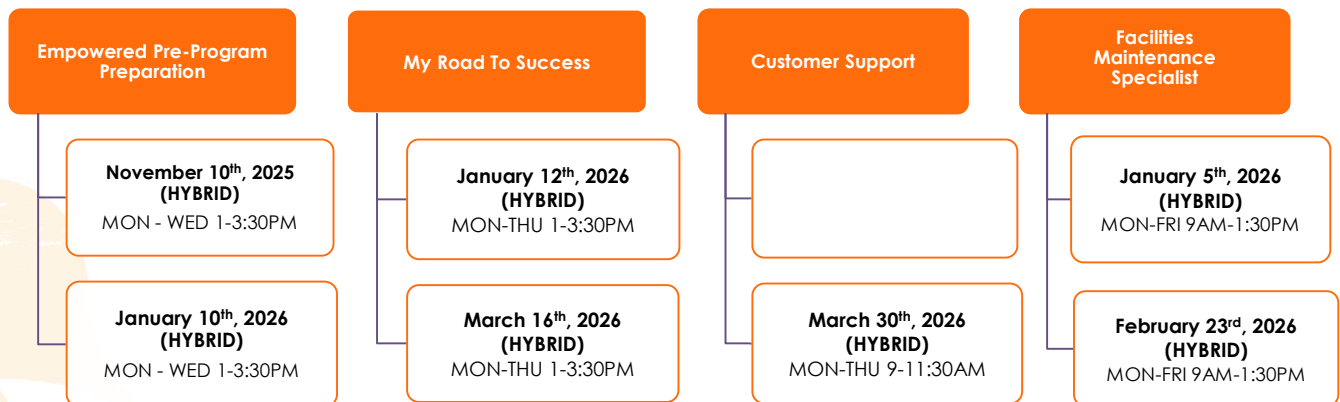


PROGRAM ELIGIBILITY REQUIREMENTS

	My Road to Success	Customer Support	Facilities Maintenance Specialist
At least 18 years old			
Committed to pursuing FULL-TIME employment <small>*must graduate outpatient chemical health treatment & not on Social Security benefits</small>			
Individual Income within the last 12 months – \$31,300 or less <small>*exceptions depending on number of household</small>			
We welcome justice-impacted job seekers <small>*No S.O. or Arson convictions</small>			
High School Diploma/GED			
Valid Driver's License			
Pre-program Math/Reading Assessment at TCR			
Pass a physical exam with Employer			

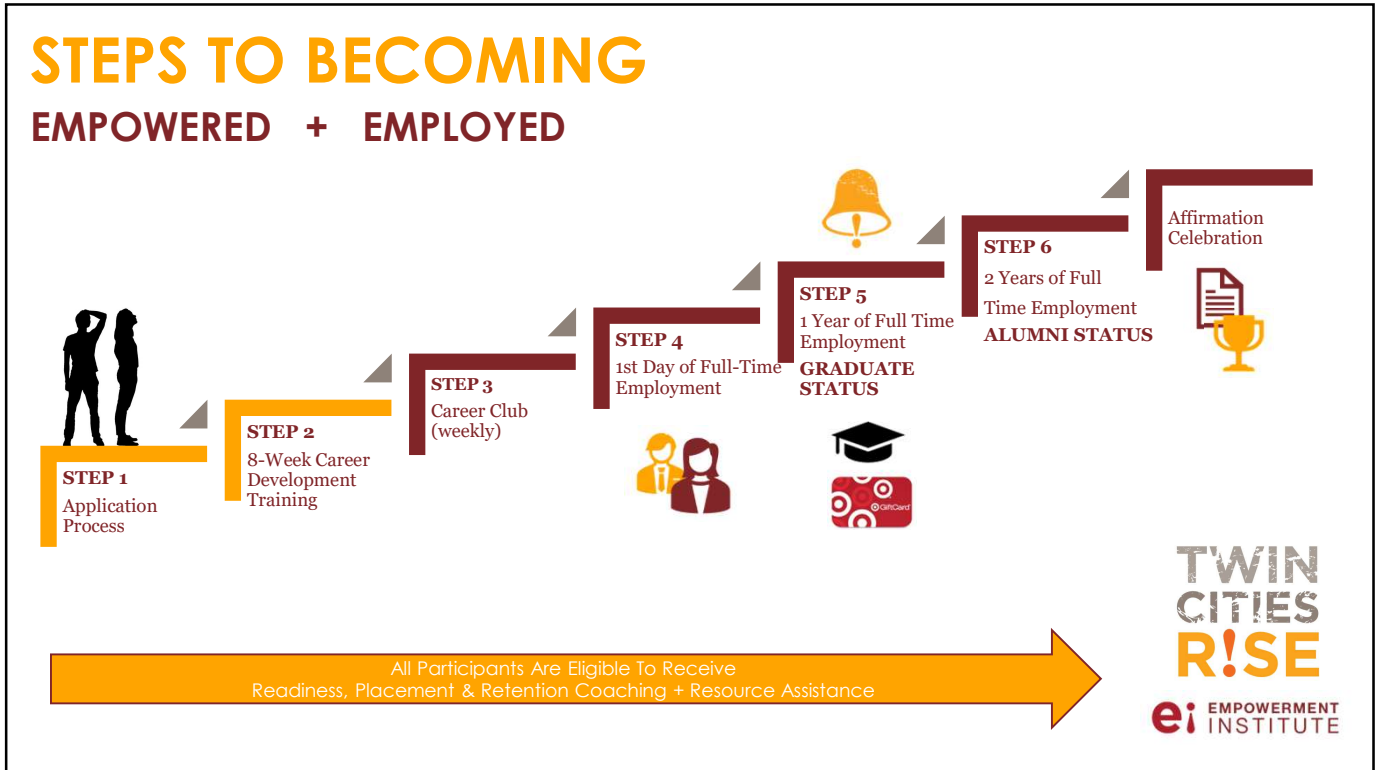
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PROGRAM SCHEDULE



We use an online Learning Management System (LMS) that allows flexibility with classes. Participants will meet with instructors via Zoom in a group setting daily.
Occasional Friday class due to holidays.

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REFER TO TCR

Option #1: Online Application - Visit
www.twincitiesrise.org/job-seekers/

Option #2: Soft Handoff - Send an email to
Outreachteam@twincitiesrise.org

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Fair Chance Hiring Guide



Online

[Fair-Chance-Hiring-Guide.pdf](#)

This Hiring Guide is designed to help employers successfully navigate accessing the

valuable talent pool of individuals impacted by the justice system.

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Other Partnership Opportunities

Internships- You are interested in being a host site for our amazing participants as they are building career success. Please contact Tynaia Pittman at tpittman@twincitiesrise.org or 612-470-7047.

Employers- You are interested in providing opportunities for employment to TCR graduates. Please contact Donovan Tomony at dtomony@twincitiesrise.org (612) 279-5892

Empowerment Institute- You would like TCR to create a custom Personal Empowerment/Emotional Intelligence training for your organization (staff or participants). Please contact Jeff Williams at jwilliamsetwincitiesrise.org

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Career Training Information



TCR Monthly Newsletter



Questions & Conversation

Alex Merritt | Vice President – Program Operations

Direct: 612-279-5861

amerritt@twincitiesrise.org

Outreachteam@twincitiesrise.org





TWIN CITIES RISE SUPPORT

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This eight-week course prepares participants to excel in customer-facing, call center, and service-focused roles across a variety of sectors. Emphasizing communication, relationship-building, and professional standards, the curriculum includes simulations and assessments to boost confidence and competence. Successful graduates receive a certificate from Saint Paul College.

Program Highlights

- Expert-led training in customer relationship management and communication
- Exposure to real-world call center simulations and assessments
- Emphasis on customer service terminology and best practices
- Certificate awarded by Saint Paul College upon completion

FY25 Outcomes

87 participants served
38 employment placements
64% retention rate

Top Employer Partners

H&R Block, Hopkins School District, Robert Half, The Salvation Army Eastside Corps, AutoZone

Meet Micheline!

Micheline Miller came to Twin Cities RISE after a season of major change—moving her family into stable housing and rebuilding after leaving an abusive relationship. Through our partnership with Minneapolis Public Housing Authority, Micheline enrolled in Twin Cities RISE’s eight-week Personal Empowerment and career training program, ready to create a new path forward for herself and her two children.

During the program, Micheline discovered that the biggest barrier wasn’t just finding a job—it was getting past the emotional weight of feeling “stuck” after staying home with her baby longer than planned. The emotional intelligence portion of TCR’s curriculum helped her build resilience, confidence, and a healthier mindset so she could move forward with purpose. Today, Micheline has completed the Customer Specialist track and is actively working with her Twin Cities RISE employment specialist to apply for remote roles that fit her goals. Micheline’s journey is a powerful reminder of what happens when support is personal, consistent, and focused on long-term success.

FACILITIES AND MAINTENANCE

Perfect for hands-on learners, this eight-week program equips participants with the foundational knowledge to maintain the operations of facilities such as apartment complexes, warehouses, and more. Coursework covers essential skills like blueprint reading, basic HVAC, plumbing, electrical, and mechanical systems, as well as the safe operation of hand tools. Graduates not only earn a certificate from Century College but also receive their OSHA 30 certification, signifying a strong commitment to workplace safety.

Program Highlights

- Instruction in HVAC, plumbing, electrical, and mechanical fundamentals
- Blueprint reading and proper use of tools and equipment
- OSHA 30 certification and 30 hours of continuing education units
- Preparation for boiler exams
- Certificate awarded by Century College upon completion

Meet James!

James came to Twin Cities R!SE seeking a new career that would allow him to work during the day and spend more evenings with his family. Despite enduring long overnight shifts for over two years, he committed fully to the Facilities and Maintenance training at TCR, completing his coursework before his night job, often sacrificing sleep.

His dedication paid off when he earned his certification, gaining access to TCR's employer network. This led to a full-time position as a Maintenance Supervisor at Dominion, where he now earns three dollars more per hour than before. This career advancement improved his financial stability and allowed for more family time, showcasing the transformative opportunities provided by Twin Cities R!SE.

FY25 Outcomes

58 participants served
27 employment placements
63% retention rate

Top Employer Partners

Honeywell, City of Brooklyn Center, Prospect Foundry, Transdev, Johnson Screens, Seagate Technologies, JE Dunn

DISCOVER
YOUR
POTENTIAL

TWIN CITIES R!SE MY ROAD TO SUCCESS

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My Road to Success is a personalized, eight-week career training program for individuals looking to discover their next professional steps. Participants collaborate with dedicated coaches and instructors to identify transferable skills, develop an individualized employment success plan, and connect with job opportunities aligned with their interests. Graduates earn a certificate from Dakota County Technical College, opening doors to meaningful careers.

Program Highlights

- Personalized career pathway exploration and planning
- In-depth coaching to identify and leverage transferable skills
- Networking and interview introductions with employer partners
- Ongoing support from an employment specialist to match participants' interests with job opportunities
- Certificate awarded by Dakota County Technical College upon completion

Meet Alexandria!

Alexandria Van Buren joined Twin Cities R!SE with a clear goal: transition into work that's less physically demanding while still allowing her to serve her community. After six years working for Minneapolis Public Schools and additional experience in commercial and catering kitchens, she was ready to build new skills for a different career path.

Through Twin Cities R!SE's Personal Empowerment and career training program, Alexandria gained valuable computer and software skills—along with emotional intelligence tools that helped her grow in confidence and strengthen how she handles challenges. Now that she's completed the first phase of the program, Alexandria is preparing to apply for roles where she can use her new skills in a community-centered setting, ideally working with youth. Her story is a strong example of what happens when determination meets the right support.

FY25 Outcomes

236 participants served
116 employment placements
65% retention rate

Top Employer Partners

Metro Transit, Minneapolis Public Schools, Affinity Plus Federal Credit Union, Metro State University, AmeriCorps, University of MN Physicians, University of Minnesota, UPS