

## Chris Steller

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**From:** Perushek, Kate (DLI) <Kate.Perushek@state.mn.us>  
**Sent:** Friday, February 1, 2019 11:42 AM  
**To:** sen.eric.pratt@senate.mn; Rep.Tim Mahoney  
**Cc:** Andy Eilers; Travis Reese; Chris Steller; OGrady, Logan (GOV); McGannon, Heather (DLI)  
**Subject:** Youth Skills Training Report to the Legislature  
**Attachments:** 01.31.2019 Youth Skills Training Leg Report FINAL.pdf

Dear Chair Pratt and Chair Mahoney:

Attached, please find the MN Department of Labor and Industry's legislative report on the Youth Skills Training program as required under MN Statutes 175.46 subd. 15. I left a hard copy with your offices as well.

Kate

### **Kate Perushek**

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# Youth Skills Training program

Report to the Minnesota Legislature

February 1, 2019

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As requested by Minnesota Statutes 3.197: This report and other legislatively mandated tools (program guide and comparison of federal and state regulations) cost approximately \$2,035 to prepare, including staff time, printing and mailing expenses.

*Upon request, this material will be made available in an alternative format such as audio, Braille or large print.  
Printed on recycled paper.*

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## Introduction

This legislative report is submitted by the Department of Labor and Industry (DLI) about the activity and outcomes of its Youth Skills Training (YST) program. Specifically, Minnesota Statutes 175.46, subd. 15, requires DLI to provide information for the preceding fiscal year by Feb. 1, 2019, and annually thereafter. The report must include: the number of student learners who began the training program and the number who completed the training program; recommendations for changes to the program; and a detailed description about the differences between the state and federal systems in child safety standards.

## Purpose

The purpose of the YST program is to provide industry related instruction and paid work experience to high school students age 16 years and older in high-growth, high-demand occupations. As provided by the Legislature in May 2017 (Minn. Stat. 175.46), local partnerships must include students, schools and employers working together to develop and implement YST programs throughout the state. Locally developed programs are created through these partnerships to provide related instruction and paid work experience in key industries, including advanced manufacturing, agriculture, automotive, health care and information technology.

Employers throughout the state are reporting an increasing number of unfilled positions in high-paying jobs that require a certification or two-year degree and describe significant challenges to find qualified and trainable employees to fill these skilled positions. The YST program addresses this issue by connecting industry with education to provide middle-school and high-school students with opportunities to learn about and gain hands-on experience in these industries.

With a current unemployment rate of 2.8 percent, the growth of Minnesota's economy threatens to slow.<sup>1</sup> Recent labor market analysis indicates that Minnesota will have a gap of nearly 239,000 to 278,000 workers by 2022.<sup>2</sup> The YST program is a way to address this issue by connecting industry with education to provide students with opportunities to learn about and gain hands on experience in high-growth, high-demand and living-wage careers. YST programs provide technical skills, safety instruction, opportunities to gain industry-recognized credentials, and learn important employment skills to be successful in these careers.

## Creation

The Legislature created the YST program in 2017, which included grant funding in the amount of \$1 million per biennium, to provide local partnerships throughout the state with resources to create and implement YST programs. These grants were to be awarded to a maximum of five partnerships and could not exceed \$100,000

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<sup>1</sup> Current as of December 2018. Retrieved Jan. 25, 2019, from <https://mn.gov/deed/data/current-econ-highlights/state-national-employment.jsp>.

<sup>2</sup> Real Time Talent. 2016. "MSP Sector Analysis – November 2017." Retrieved Jan. 25, 2019, from [www.realtimentalent.org/research/mspsectoranalysis/](http://www.realtimentalent.org/research/mspsectoranalysis/).

per local partnership. Additionally, a one-time appropriation of \$200,000 out of the Workforce Development Fund was provided for DLI to develop the program in fiscal-year 2018.

## Goals

The goal of the YST program is to offer career exposure and training to students in high-growth, high-demand, living-wage careers in key industries in Minnesota. The strategy to reach this goal is to support the development of local partnerships between high schools, employers and other stakeholders throughout Minnesota. Local partnerships provide students with industry exposure, safe and meaningful work experience and pathways to careers within these industries. The goal of the funding is to launch, implement and grow new programs or expand existing programs.

## Benefits

**Students** benefit from meaningful career exposure, educational training, safety training and paid work experience in careers they are interested in pursuing. Through YST programs, students will discover a variety of pathways to high-growth, high-demand, living-wage occupations that exist within their communities.

**Employers** benefit by connecting with educators, by providing input about curriculum and skills that students need to be successful in the industry and by gaining access to a new generation of employees with basic education, training and interest in pursuing a career within the industry. Employers have the opportunity to build relationships with and provide training to students who can help address the shortage of qualified employees.

**Schools** benefit by being a connector between students and meaningful work experience. Additionally, schools benefit as students receive career exposure activities with employers, exposure that the schools may otherwise be unable to provide.

## Who we serve

YST programs serve employers, school districts, students, families, communities, post-secondary institutions, employer associations and non-profit groups by working with communities throughout the state. All students attending a YST-partner school are eligible to participate in the program. YST programs do not discriminate based on race, ethnicity or any other characteristic. Student demographics of these programs should be proportionate to the student demographics of the schools that develop and implement YST programs. Employers are connected with students who are interested in the industry, have learned basic work skills and technical skills for the industry, and want to participate in a meaningful paid work experience.

## Activities

Initial funding for the YST program created one full-time equivalent (FTE) project manager position to develop and promote the new program. The project manager started in September 2017 and provides outreach, supports partnerships, provides technical assistance, facilitates the approval of YST programs and provides grant

management for the agency. Program success is based on this consultative approach to support the development and implementation of YST programs throughout the state. The four main components to the YST program are: outreach, consultation, program approval, and grant administration. For additional information about the YST program, visit [www.dli.mn.gov/yst](http://www.dli.mn.gov/yst).

**Outreach**

Early efforts have focused on outreach throughout Minnesota to promote and educate partners about the YST program. The methods of outreach have included convening interested parties, providing webinars and presenting to communities throughout the state.

**Outreach outcomes**

The project manager has provided statewide and multi-modal YST outreach and information.

<b>Table 1. YST outreach summary</b>
<ul style="list-style-type: none"> <li>• Ninety phone conferences</li> </ul>
<ul style="list-style-type: none"> <li>• Four webinars with a total of 172 participants</li> </ul>
<ul style="list-style-type: none"> <li>• Sixty-five in-person meetings</li> </ul>
<ul style="list-style-type: none"> <li>• Twenty-seven large-group presentations</li> </ul>
<ul style="list-style-type: none"> <li>• Fifty local partnerships throughout the state</li> </ul>

**Consultation**

The project manager continues to consult with partnerships throughout the state to provide information, technical support, resources and training to create and implement YST programs. Local partnerships with existing relationships between high schools and employers were targeted first to serve as examples for the rest of the state. The project manager also developed a process for program reporting on a quarterly basis, monitoring progress, submitting invoices and tracking program outcomes. The project manager brought the first-round grant recipients together on two occasions to share ideas, information, resources and challenges, answer questions and provide technical support.

**Consultation outcomes**

The project manager provides prompt consultation to current and potential partners as they explore and develop YST programs. The project manager also meets with employers, schools and other stakeholders to provide information and answer questions. Whenever a challenging situation arises, the project manager helps brainstorm solutions and provides guidance about ways to effectively offer safe and meaningful work experience to student learners. Additionally, the project manager has designed a thorough, clear guide for establishing and developing a YST program, including guidance about how to seek and maintain program approval.

## Program approval

Over the past year and a half, the YST project manager developed and piloted the process and documentation required for YST program approval with six local partnerships prior to implementation. The project manager determined criteria to approve industries and occupations and developed a process to approve YST programs through DLI.

In addition to being included in a career pathway and lending itself to dual training and hands-on learning, the occupations are selected based on the following criteria:

1. Current demand indicator – Department of Employment and Economic Development (DEED) Labor Market Information (LMI) Occupations in Demand (OID) Tool: top 40 percent rank; equivalent to four- and five-star current demand-occupations, statewide.  
[https://apps.deed.state.mn.us/lmi/oid/Results\\_9Columns.aspx](https://apps.deed.state.mn.us/lmi/oid/Results_9Columns.aspx)
2. Projected growth rate – DEED long-term high-growth, high-demand: Minimum of 500 projected openings or a minimum projected growth of 7 percent.  
<https://apps.deed.state.mn.us/lmi/projections/EmploymentOutlook.aspx>
3. Median wage/cost of living – Equal to or higher than DEED-calculated Cost of Living for Regional Labor Markets for the state of Minnesota – \$29,856 or \$14.35 an hour. <https://mn.gov/deed/data/data-tools/col/>  
DEED median wage: <https://apps.deed.state.mn.us/lmi/oes/Results.aspx>
4. Appropriateness – The occupation is not prohibited for minors under the age of 18 years.
5. Credentialing – The occupation offers training that results in an industry-recognized credential.

After the program has been developed for a given occupation that meets the criteria listed above, program representatives need to submit forms to the YST program project manager to ensure their students qualify as “student learners” and that their work experience is allowable under child labor standards. This is especially important for occupations that may include work on potentially dangerous equipment.

Required documentation includes: a local partnership agreement; documentation of related classroom instruction; child safety exemption; schedule of work process; and proof of workers’ compensation insurance.

There are currently seven approved YST programs. These programs are located in Elk River, Goodhue County, Hutchinson, Marshall, Plymouth, White Bear Lake and Winona.

Participant outcomes are not yet available. The YST program project manager expects to provide participant outcomes for approved programs and grant-funded programs in the next report. The expectations are — as required in statute — at least 80 percent of the student learners who participate in a YST program will receive a high school diploma when eligible upon completion of the training program. In addition, at least 60 percent of the student learners who participate in a YST program will receive a recognized credential upon completion of the training program.

Due to the timing of program development and grant administration, preliminary program participant data is only recently available (Table 2a).



**Table 2a. Partnership details of grant recipients, first round, as of Dec. 31, 2018** (Grant period: July 1, 2018 — June 30, 2020)

Partnership name <i>(Industry)</i>	School district(s)	Employer partners	Number of students participating			What will the students be doing?
			Activity	Current	Planned	
<b>Goodhue County Collaborative</b>  <i>Manufacturing</i>	Cannon Falls, Kenyon-Wanamingo, Lake City, Red Wing, Zumbrota-Mazeppa, Goodhue	ADM, Autoequip, Hearth and Home, Neufeldt Industrial Services, Red Wing Shoes, SCS Elevator Products, Xcel Energy	# getting exposure to the industry:	First cohort: 20 student learners	50	<ul style="list-style-type: none"> <li>Facilitated discussion about careers</li> <li>Soft-skills training</li> <li>Industry tours of 8 local employers</li> <li>OSHA 10-hour certification</li> <li>Paid internships</li> </ul> Each student completes two paid, 40-hour internships at two different companies
			# receiving industry-related instruction:		50	
			# earning industry-recognized credentials:		50	
			# in paid work experience:		50	
<b>TigerPath Initiative</b>  <i>Manufacturing</i>	Hutchinson	Luedtke Contracting, Midwest Industrial Tool Grinding, Inc., Innovative Foam.	# getting exposure to the industry:	533	1,000	<ul style="list-style-type: none"> <li>Pathway fair with 25 employers, hands-on activities and networking</li> <li>Industry tours</li> <li>Industry panel presentations</li> <li>Classroom instruction</li> <li>OSHA 10-hour certification</li> <li>Paid internships at local companies</li> </ul>
			# receiving industry-related instruction:	192	380	
			# earning industry-recognized credentials:	3	40	
			# in paid work experience:	3	40	
<b>TwinWest Youth Skills Training Program</b>  <i>Manufacturing and Information Technology</i>	Hopkins, St. Louis Park, Osseo	Code Ninjas, Engage Star, City of St. Louis Park, City of Maple Grove, Interscapes, Japs Olson, Marshall Manufacturing, Met Council, EDCO Manufacturing, Pella Windows and Doors,	# getting exposure to the industry:	54	120	<ul style="list-style-type: none"> <li>Industry-relevant classroom instruction</li> <li>Career exploration experiences</li> <li>Apply and interview for internships</li> <li>Industry-recognized credentials</li> <li>Student evaluations of experience</li> <li>Paid internships:                             <ul style="list-style-type: none"> <li>Manufacturing and IT</li> <li>Weekly check-ins</li> </ul> </li> </ul>
			# receiving industry-related instruction:	36	72	
			# earning industry-recognized credentials:	10	20	
			# in paid work experience:	0	18	

<b>White Bear Lake Area Schools and Cerenity Senior Care</b>  <i>Health Care</i>	White Bear Lake Area Schools	Cerenity Senior Care	# getting exposure to the industry:	359	500	<ul style="list-style-type: none"> <li>• Career exploration events and speakers</li> <li>• Career pathways expo</li> <li>• Certified nursing assistant course</li> <li>• Clinical training</li> <li>• Sit for MN State Exam</li> <li>• Paid internships <ul style="list-style-type: none"> <li>○ Earn additional stackable credentials</li> <li>○ Tuition reimbursement</li> </ul> </li> </ul>
			# receiving industry-related instruction:	80	160	
			# earning industry-recognized credentials:	0	146	
			# in paid work experience:	0	146	
<b>Winona Chamber's REACH Initiative</b>  <i>Manufacturing and Health Care</i>	Winona	Fastenal, ZF TRW, Benchmark Electronics, Saint Anne of Winona, Sugar Loaf Senior Care, Sauer Health Care, Thern Inc., Miller Ingenuity, Winona ORC Industries	# getting exposure to the industry:	328	500	<ul style="list-style-type: none"> <li>• Attend industry events</li> <li>• Interview and apply for internships</li> <li>• Soft-skills training</li> <li>• Industry speakers</li> <li>• HIPPA and Dementia-Friendly training</li> <li>• OSHA and ISO Training</li> <li>• Tours of employers</li> <li>• Paid internships <ul style="list-style-type: none"> <li>○ Six weeks, 10 hours per week</li> </ul> </li> </ul>
			# receiving industry-related instruction:	120	150	
			# earning industry-recognized credentials:	8	45	
			# in paid work experience:	8	32	

**Table 2b. Partnership details of grant recipients, second round, as of Dec. 31, 2018** (Grant period: July 1, 2019 – June 30, 2022)

Partnership title <i>(Industry)</i>	School district(s)	Employer partners	Number of students participating			What will the students be doing?
			Activity	Current Start date 7/1/19	Planned	
Students in Manufacturing <i>Manufacturing</i>	Elk River-Otsego-Rogers-Zimmerman	Alliance Machine, Inc., CDI Crystal Distribution Inc.,	# getting exposure to the industry:	Start date 7/1/19	400	<ul style="list-style-type: none"> <li>• Career fairs</li> <li>• Industry tours</li> <li>• Job shadow</li> </ul>
			# receiving industry-related instruction:	Start date 7/1/19	300	

		TESCOM Emerson, Metal Craft, Eastey, M&M Precision, Command Tooling Systems	# earning industry-recognized credentials:	Start date 7/1/19	40	<ul style="list-style-type: none"> <li>• Classroom speakers</li> <li>• OSHA 10-hour certification</li> <li>• Engineering and Welding classes</li> <li>• Paid internships: <ul style="list-style-type: none"> <li>○ 10-15 hours per week</li> <li>○ Weekly internship class</li> </ul> </li> </ul>
			# in paid work experience:	Start date 7/1/19	40	
<b>Project Launch</b>  <i>Manufacturing and Agriculture</i>	Forest Lake Area Schools	Wyoming Machine, Team Vantage, Custom Mold and Design, WDI, Twin Lakes Landscapes, Rosenbauer, Wilson Tool, Madsen Fixture and Millwork, Twin Lakes Landscapes, Polaris, Frontier Ag and Turf, Johnson Dairy, CHS, Winberg Dairy, Pioneer Seed, Miron Farms, Hardwood Creek, Abrahamson's Nursery, Autumnwood Farms,	# getting exposure to the industry:	Start date 7/1/19	2000	<ul style="list-style-type: none"> <li>• Careers class</li> <li>• Professional skills seminar</li> <li>• Trade career expo</li> <li>• Ag day and national FFA conventions</li> <li>• Skills Boss assessment tool</li> <li>• Industry-related courses</li> <li>• Guest speakers</li> <li>• On-site facility tours</li> <li>• Job shadowing</li> <li>• Mentorship</li> <li>• Paid internships <ul style="list-style-type: none"> <li>○ Two-hour orientation</li> <li>○ Safe and meaningful experience</li> </ul> </li> </ul>
			# receiving industry-related instruction:	Start date 7/1/19	200	
			# earning industry-recognized credentials:	Start date 7/1/19	100	
			# in paid work experience:	Start date 7/1/19	50	
<b>Pathways to Nursing YST Program</b>  <i>Health Care</i>	ISD # 287	Castle Ridge Care Center, The Waters, English Rose Suites	# getting exposure to the industry:	Start date 7/1/19	400	<ul style="list-style-type: none"> <li>• 75 hours of instruction at Hennepin Tech</li> <li>• 16 hours clinical supervision</li> <li>• High school and college credit</li> <li>• State exam and industry recognized credential</li> <li>• Paid internships: <ul style="list-style-type: none"> <li>○ 85 hour paid work experience</li> <li>○ High school work experience credit</li> </ul> </li> </ul>
			# receiving industry-related instruction:	Start date 7/1/19	40	
			# earning industry-recognized credentials:	Start date 7/1/19	40	
			# in paid work experience:	Start date 7/1/19	40	

<b>Northeast Manufacturing Education Partnership</b>  <i>Manufacturing</i>	White Bear Lake Area Schools, Mounds View Area Schools, North St. Paul-Maplewood-Oakdale, Roseville Area Schools, AFSA Charter School	Mold Craft, DuFresne Manufacturing, Specialty Mfg. Co., Schwing America, Superior Machine, Renstrom Dental, Team Vantage, Pace Industries, Haberman Machine	# getting exposure to the industry:	Start date 7/1/19	670	<ul style="list-style-type: none"> <li>• Tours of employers</li> <li>• Classroom speakers</li> <li>• Career and networking events</li> <li>• Manufacturing pathway courses</li> <li>• Manufacturing camp at Saint Paul College</li> <li>• OSHA 10-hour certification</li> <li>• Paid internships               <ul style="list-style-type: none"> <li>○ One week at all four companies</li> <li>○ Design and build a mold</li> <li>○ Learn manufacturing cycle at companies</li> </ul> </li> </ul>
			# receiving industry-related instruction:	Start date 7/1/19	200	
			# earning industry-recognized credentials:	Start date 7/1/19	32	
			# in paid work experience:	Start date 7/1/19	32	
<b>Southwest Minnesota Career Pathway Partnership</b>  <i>Manufacturing and Health Care</i>	Montevideo, Renville County West, Yellow Medicine, Granite Falls, Jackson County Central, M.A.C.C.R.A.Y, Windom, MN Valley ALC, Marshall, Westbrook Walnut Grove, Canby, Minneota, Dawson-Boyd, Wabasso, Red Rock Central, Lakeview, Lac Qui Parle Valley, Worthington	Ametek, Action Manufacturing, Chandler Industries, Granite Falls Health, K&M Manufacturing, Kibble Equipment, Manufacturing RITALKA Inc.,	# getting exposure to the industry:	Start date 7/1/19	100	<ul style="list-style-type: none"> <li>• Career awareness and development activities</li> <li>• Experiential classroom instruction</li> <li>• Informational interviews</li> <li>• Job shadowing</li> <li>• Workplace tours</li> <li>• Safety training</li> <li>• Paid internships               <ul style="list-style-type: none"> <li>○ 10 hours a week</li> <li>○ Up to 320 hours per school year</li> <li>○ Summer program option</li> </ul> </li> </ul>
			# receiving industry-related instruction:	Start date 7/1/19	50	
			# earning industry-recognized credentials:	Start date 7/1/19	30	
			# in paid work experience:	Start date 7/1/19	30	

## Grant administration

YST program grants are an important component that provides local partnerships with initial funding to create and implement a YST program. Grants can be used to recruit students, recruit employers, pay for student transportation, market and advertise programs, and pay for students to obtain industry-recognized credentials. Grants cannot be used to pay for student wages. The project manager established the YST program grant application, process, review, invoices and quarterly reporting within the first six months of the program start date.

## Grant administration outcomes

The first round of YST program grant funding drew proposals from 29 local partnerships. Twenty-five of those partnerships were approved to complete a formal grant application. These 25 local partnerships consisted of 64 school districts, 107 employers, seven post-secondary institutions and 13 other organizations (chambers of commerce, workforce groups, nonprofits, etc.) applying for a total of \$2,388,094 in grant funding. The grant review committee selected five local partnerships to receive the initial pilot program grant funding. These partnerships consisted of 13 school districts and 51 employers in the industries of advanced manufacturing, health care and information technology. The first round of grant funding, in the amount of \$95,000, was awarded to each of the five partnerships listed below. Grant recipients are awarded \$95,000 per partnership to allow DLI the resources to administer the grant portion of the program. The grant period for these partnerships is July 1, 2018, through June 30, 2020.

- Goodhue County Collaborative
- Hutchinson TigerPath Initiative
- TwinWest Youth Skills Training program
- White Bear Lake Area Schools and Cerenity Senior Care
- Winona Chamber's REACH initiative

The second round of YST program grant recipients was announced Jan. 3, 2019. The timeline for the second round of YST program grant funding was moved from spring to fall to provide partnerships with more time to plan and organize before the start of the grant period in July 2019. The second round of grant funding consisted of 49 local partnerships submitting a letter of intent to apply. Of those 49 partnerships, 33 partnerships were approved to complete a formal grant application. These 33 partnerships requested a total of \$3,160,290 in funding, represented all five industries and consisted of 79 school districts, 160 employers, 21 post-secondary institutions and 40 additional partners (chambers of commerce, workforce groups, nonprofits, etc.). Five partnerships from these 33 were selected to receive \$95,000 each in grant funding to create and implement YST programs. The grant period for these partnerships is July 1, 2019, through June 30, 2021. The second round of grant recipients include:

- ISD 728 serving Elk River, Otsego, Rogers and Zimmerman,
- ISD 831 Forest Lake Area Schools,
- ISD 287 Pathways to College,

- Southwest Minnesota Private Industry Council, and
- Vadnais Heights Economic Development Corporation.

<b>Table 3. YST grant application summary</b>	<b>First round</b>	<b>Second round</b>
Number of school districts involved	64	79
Number of employers involved	107	160
Number of post-secondary institutions involved	7	21
Number of other partners involved (chambers, workforce groups, nonprofits etc.)	13	40
Amount of grant dollars requested	\$2,388,094	\$3,160,291

<b>Table 4. YST grant award summary</b>	<b>First round</b>	<b>Second round</b>
Number of partnerships	5	5
Amount of grant	\$95,000 each	\$95,000 each
Number of school districts involved	13	38
Number of employers involved	51	55
Industries involved (advanced manufacturing, agriculture, health care, information technology)	3	4

<b>Table 5. Estimated YST student involvement summary</b>	<b>Grant first round 7-1-2018 to 6-30-2020</b>	<b>Grant second round 7-1-2019 to 6-3-2021</b>
Student exposure to YST industries	2,000	3,000
Related instruction and safety training	600	700
Industry-recognized credential	300	225
Paid work experience	250	190

*Note: At this stage in the program, student learners have not yet completed the programs that were funded with YST partnership grant funding. These outcomes are expected to be available July, 1, 2020.*

There are five local partnerships receiving grant funding during the current grant period from July 1, 2018 through June 30, 2020. These five programs have estimated they will provide more than 2,000 students with exposure activities related to one of the five approved YST industries. An estimated 600 students will take classes and receive safety training directly related to these industries. More than 300 students will receive an industry-recognized credential and over 250 students will have the opportunity to participate in a safe and meaningful paid work experience.

<b>Table 6. YST grant (first round) participant summary through Dec. 31, 2018</b>	
Male student learners	429
Female student learners	537
Student learners of color	211
<b>Total number of student learners</b>	<b>966</b>
<i>Not all grantees reported on all categories.</i>	

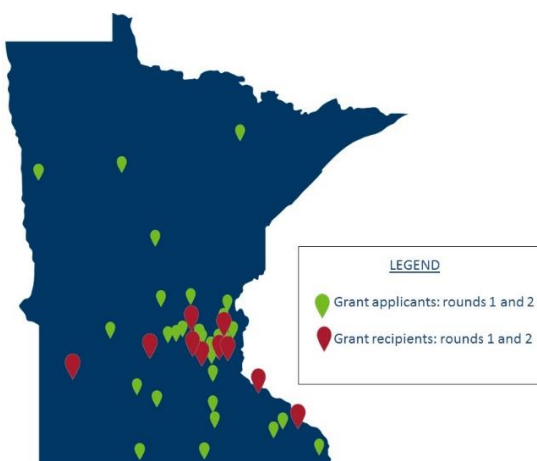
The table above provides self-reported demographics from first round grant recipients.

The second round of YST program grant funding was announced in January 2019 and will provide five additional partnerships with the opportunity to create and implement YST programs. The second round of grant funding is July 1, 2019, through June 30, 2021. The second round of grant funding will allow high schools and employers to partner and provide an additional estimated 3,000 students with industry exposure activities. An estimated 700 students will take industry-related classes and safety training. More than 225 students will receive industry-recognized credentials. And an estimated 190 students will participate in a safe and meaningful paid work experience within these industries.

YST programs are designed to be sustainable in each local partnership, but initial grant funding is critical to launch, grow and implement these programs. The demand for YST program grant funding significantly exceeded the amount of funding available to local partnerships to develop and implement these programs. In fiscal-year 2018, 25 partnerships requested \$2,388,094.40 in grant funding. DLI was only able to award five partnerships grants totaling \$475,000. In fiscal-year 2019, 33 partnerships requested \$3,160,290 in funding and again, DLI was only able to award five partnerships grants totaling \$475,000. Employers in the five selected industries report they are unable to find enough workers with the needed skills to meet their needs. Increasing YST program grant funding would allow more partnerships to develop programs and help address this issue throughout the state.

## Map of YST program reach

### Youth Skills Training Program Grant applicants and recipients



## Program timeline

Event	Date
Meeting with key stakeholders to introduce the YST program	Aug. 15, 2017
Project manager start date	Sept. 11, 2017
Webinar to introduce the YST program	Sept. 20, 2017
Design of YST program guide	Oct. 15, 2017, on-going
Pilot of YST program approval forms and process	January/February 2018
Webinar to provide updates about program and announce grant funding	Jan. 16, 2018
Letter of intent to apply for YST grant funding created and posted	Feb. 1, 2018
Webinar to present YST grant application and answer questions	March 27, 2018
YST letter of intent to apply for grant funding due	April 5, 2018
YST grant applications open	April 6, 2018
YST grant applications due	May 4, 2018
YST grant recipients announced	June 8, 2018
YST grant recipients convened	Sept. 27, 2018
YST letter of intent to apply for second round of grant funding due	Oct. 5, 2018
YST grant applications for second round due	Nov. 2, 2018
YST grant recipients convened	Dec. 7, 2018
YST grant recipients for second round announced	Jan. 3, 2019
YST program guide publication	Feb. 1, 2019
YST legislative report due	Feb. 1, 2019

## Recommendations

### Increase funding available to develop, implement and expand YST programs

Demand for grant funding significantly exceeds the availability of grants that can be awarded to local partnerships to develop and implement these programs. Much of this work takes place in the school districts and at the local level. Workforce development groups, nonprofit groups and other community-based agencies are involved in this work; they often foster the deepening of these partnerships as well. The YST program encourages collaboration with these groups.



The interest in and need for the YST program is growing. During the first round of YST program grant applications, 29 partnerships were approved to apply and requested a total of \$2,388,094 in grant funding. In the second round of YST program grant applications, 33 partnerships were approved to apply and requested a total of \$3,160,290 in grant funding. This grant funding is necessary to create and implement YST programs throughout the state.

DLI recommends an increase in grant funding for local partnerships to coordinate and implement YST programs. Currently, YST program grants are budgeted for \$1 million per biennium. The YST program requests an increase of grant funding to \$2 million per biennium to provide more partnerships with the funds necessary to create and implement YST programs throughout the state.

This increase in appropriation would allow DLI to undertake the following.

- Fund at least 20 YST program partnerships with grants per biennium compared to the current 10 per biennium. Provide the option for local partnerships to receive grants in amounts ranging from \$50,000 to \$100,000.
- Double the number of students participating in industry-exposure experiences, industry-related instruction, and safe and meaningful work experiences during the biennium.
- Allow flexibility in grant funding amounts and distribution. In 2017, the Legislature passed a one-time appropriation of \$200,000 out of the Workforce Development Fund for DLI to develop the program in fiscal-year 2018. The amount of \$500,000 was appropriated to provide grant funding to local partnerships throughout the state during fiscal-year 2019. These grants could not exceed \$100,000 per local partnership and were limited to a maximum of five grants (Minn. Stat. 175.46). The program would like the flexibility to divide the available grants into amounts from \$25,000 to \$100,000 to further meet the needs of local partnerships.
- Maintain the standard of at least 80 percent of eligible YST program participants graduating from high school and at least 60 percent of YST program participants receiving an industry-recognized credential.

### **Support ongoing funding for a full-time project manager**

The YST program project manager provides outreach, supports partnerships, provides technical assistance, approves YST programs and provides grant management for the agency. Program success is based on this consultative approach to support the development and implementation of YST programs throughout the state. This position is crucial to the program's development and would provide continued monitoring of grantee progress and outcomes with annual reports.

The YST program requests \$200,000 per biennium to the base YST program budget for one FTE project manager to continue managing the program, providing outreach, providing technical assistance, approving and monitoring programs, and administering grants. Currently, there are no funds allocated for a position to administer the program after June 30, 2019.

These requests would fund additional YST programs by providing more partnerships with grants to create and implement employment-based training programs for students aged 16 and older. This proposal would also allow DLI to continue the project manager position to assist in the creation and implementation of YST programs throughout the state and to administer the YST program grant.

## Appendix 1

### Summary of YST program guide

The YST program project manager has developed a guide providing a step-by-step approach to creating and growing a local program. The goal of the YST program is to provide students with safe and meaningful career exposure and work experience.

The YST program guide provides:

- a step-by-step approach to create and grow a program including –
  - the process for selecting an approved industry that aligns with your local community,
  - criteria to identify occupations,
  - steps to form local partnerships with key stakeholders and
  - how to identify appropriate programs to provide industry-related instruction;
- an explanation about the Minnesota child labor program exemption;
- guidance about working with employer insurance policies;
- recommendations how to market a program and provide outreach to students;
- roles and responsibilities for each partner, including –
  - **employers** provide meaningful and safe work experience to students interested in learning more about the pathways to careers within that industry,
  - **schools** are the link between YST student learners and employers,
  - **student learners**,
  - parents or guardians of student learners and
  - other partners in the community;
- required program forms to become an approved program through DLI (a partnership does not have to be a YST grant recipient to start a program); and
- other selected resources.

The guide is informed by successful YST programs that have incorporated the following:

- industry-exposure opportunities – these opportunities should be available for students of all ages, parents, teachers, etc.;
- quality instruction with an opportunity for students to earn industry-recognized credentials;
- soft-skill development;
- safe and meaningful work experience;
- parent and community involvement; and
- plans for recruitment, growth and continual improvement.

View the guide online at [www.dli.mn.gov/yst](http://www.dli.mn.gov/yst). It will be updated as new program information is developed and refined.

## Appendix 2

### Youth Skills Training Program Partnerships School Districts

AFSA Charter School	Foley Schools	Minneota High School	Roseville Area Schools
Albany Area Schools	Forest Lake Area Schools	MN River Valley Ed. District	Rushford-Peterson Schools
Albert Lea Area Learning Center	Glencoe-Silver Lake Schools	MN Valley Area Learning Center	Saint Paul Public Schools
Alternative Education Center	Goodhue County Education	Montevideo Public Schools	Sartell High School
Annandale High School	Granite Falls Public Schools	Monticello Public Schools	Sauk Center Public Schools
Anoka-Hennepin School District	Houston Public Schools	Mounds View Area Schools	Sauk Rapids-Rice High School
Becker High School	Howard Lake-Waverly-Winstead Schools	New London-Spicer Area High School	South St Paul Secondary School
Belgrade-Brooten-Elrosa Area High School	Hutchinson Public Schools	New Ulm Area Schools	Southwest Adult Basic Education
Bemidji School District	Intermediate District 287	Norman County West High School	Spring Grove Schools
Big Lake Public Schools	Inver Grove Heights Schools	North Branch Area High School	St. Cloud, Apollo High School
Bloomington Schools	Jackson County Central School District	North St. Paul- Maplewood-Oakdale	St. Louis County Schools District #2142
Braham High School	Kato Public Charter School	Northwoods Schools	St. Michael-Albertville Schools
Brainerd Area Schools	Kenyon-Wanamingo Schools	NSP-Oakdale-Maplewood School District	Stillwater Area Schools
Buffalo Schools	Kimball Area Schools	Osseo Schools	SW West Central Services Coop
Burnsville Area Schools	La Crescent- Hokah Schools	Otsego Schools	Wabasso High School
Caledonia Schools	Lake City Schools	Owatonna Alternative Learning Center	West Saint Paul Schools
Cambridge Isanti Schools	Lakeview Schools	Owatonna Schools	Westbrook-Walnut Grove High School
Canby Schools	Laq Qui Parle Valley High School	Paynesville Area High School	White Bear Lake Area Schools
Cannon Falls Schools	Little Falls High School	Plainview-Elgin-Millville Community Schools	Willmar Senior High School
Dawson-Boyd High School	M.A.C.C.R.A.Y Schools	Prairie Seeds Academy	Windom High School
Delano Public Schools	Mabel-Canton Schools	Princeton Public Schools	Winona Senior High School
Eagan Area Schools	Mankato Area Schools	Red Rock Central High School	Worthington Area Learning Center
Eden Valley Watkins Schools	Maple Lake Schools	Red Rock Ridge ALC	Wright County Area Schools
Elk River Area Schools	Marshall Senior High School	Red Wing Schools	Wright Technical Center
Fairmont High School	Mendota Heights Area Schools	Renville County West Schools	Yellow Medicine East High School
Faribault High School and ALC	Milaca High School	ROCORI High School	Zimmerman High School
Fillmore Central Schools	Minneapolis Public Schools	Rogers Schools	Zumbrota-Mazeppa High Schools

## Youth Skills Training Program Partnerships Employers

3M	CAB Construction	Edco Manufacturing	Hearth and Home Technologies
Able, Inc.	Castle Ridge Care Center	Eide Bailly	Heintz Toyota
Abrahamson's Nursery	CDI Crystal Distribution Inc.	Elm Care and Rehab Center	Hobo/Chemquest
Action Manufacturing	Cerenity Senior Care	Engage Star	I & S Group
Advanced Opportunities	CG Hill and Sons Manufacturing	Engel Metallurgical Ltd.	Industrial FAB Solutions
Advanced Wireless Communications	Chandler Industries Inc.	English Rose Suites	Installed Building Solutions
Alliance Machine Inc.	CHS Inc.	Excellence Health Career Center	Interscapes
Allina Health	Citizens Bank	Fagen Inc.	Japs Olson
Ameristar	City of Maple Grove	Fairmont Ford	Javens Mechanical
Ametek	City of St. Louis Park	Faribault Transportation Co.	JBS Worthington
Andersen Windows	Code Ninjas	Fastenal	Jennie O' Turkey
Archer Daniels Midland - ADM	Cold Spring Granite	Federated Insurance	Jerry's Body Shop
Arnold's of Alden	Comcast	Felling Trailers	Johnson Dairy
Art Unlimited	Command Tooling Systems	First State Bank of Wyoming	Jones Metal
Aspen Equipment Company	Condux	Flexcraft	K & G Manufacturing Inc.
Augeo	Creative Ad Solutions	Frandsen Bank and Trust	Kahler Automation
Augustana Care	Crystal Cabinet Works	Fromm's Auto	Kane Transport
Austin's Auto Repair	Cybex	Frontier Ag and Turf	Kelley Farms
Autoequip	Dahmes Stainless Steel	Glenn Metalcraft Inc	Kenny's Amoco
Autumnwood Farms	Daikin Applied	Goebel Fixture Company	Kia of Mankato
Avantech	Dakota Electirc Association	Gold Cross Ambulance Service	Kibble Equipment Co.
Avera Marshall Morningside Care Center	Dave Syverson	Good Samaritan Society	Koda Living Community
Avery Weigh-Tronic	Day Plumbing and Heating	Granite Falls Energy	Lagers of Mankato
Bay Built	DCI Inc.	Granite Falls Health	Lakes Floral
Belgrade Stell Tan	Delmar Co.	Green Prairie Rehabilitation Center	Lakeside Foods
Bemidji Chrysler Center	DeWar Electric	GreenSeam	Lakeview Hospital
Benchmark Electronics	DeZurik Inc.	Gunderson Lutheran Care Center	Lax Fabricating
Benedictine Health Services	DiaSornin Biotech	Haberman Machine	Liberty Diversified Industries
Bethesda	Dicks Sanitation	Haley Comfort Systems	LifeSprk
Bolton & Menk	DJ Products	Halstad Living Center	Lindar Manufacturing
Booth Manufacuturing	Dondelingers of Bemidji	Harbo Mechanical Contractors	Lou-Rich Inc.
Border Dental Access Center	Dotson Company	Hardwood Creek	Louis Industries
Branch Manufacturing	DuFresne Manufacturing	Hartfiel Automation	Luther Mankato Honda
Breitbach Construction	Ecolab	Health Partners	M & M Precision Machining
BTD Manufacturing	Ecumen	Henway	Madsen Fixture and Millwork

## Youth Skills Training Program Partnerships Employers (Continued)

Mankato Clinic	Pace Industries	Superior Machine
Mankato Ford	Park Industries	Truck Bodies & Equipment International
Mankato Maker Space	Paul Bunyan Telephone	Team Vantage and Custom Mold and Design
Marshall Manufacturing	Pioneer Seed	TESCOM Emerson
Mayo Clinic Health Systems	Plimil Technologies	The Lighthouse Training Center
Members of the Anoka Chamber Commerce	Polaris	The Toro Company
Mercury Minnesota	Poplar Farm	The Waters Senior Living
Met Council	Potlatchdeltec	Thern Inc.
Metal Craft	Precision Tool	Tierney Brothers
Mid States Mechanical Service	QA1 Precision Products Inc.	Tru Vue Inc.
Midwest Industrial Tool Griniding	R & R Tire	Twin Lakes Landscapes
Midwest Wheel Cover	Rapid Packaging	Ultra Machining Company
Miken Sporting Goods	Ratzlaff Homes	Valvoline Express Care
Mike's Collision/Painting	Red Wing Shoes	Viracon
Miller Ingenuity	Regal Machine	Walser Automotive Group
Miron Farms	Renstrom Dental	WCS Industries
MN Valley Credit Union	Rihm Kenworth	WDI Company
MNDOT	RITALKA Inc.	Wells Technology
Mold Craft	RMS Co.	Wenger Corporation
Monarch Management	Rosenbauer America	Wilson Tool
Motek Team Industries	Safety Signs	Winberg Dairy
Motor Inn	Saint Anne of Winona	Windom Good Samaritan
MRG Tool & Die	Sanford Health	Winona ORC Industries
MTU Onsite Energy	Sauer Health Care	Wipaire
Murphy & Murphy Consulting	Schmitt & Sons	Woodlyn Heights Senior Living
Neufeldt Industrial Services	Schwing America	WOW Zone
Nordicware	SCS Elevator Products	Wyoming Machine
Nortech Systems	Securian	Xcel Energy
North American Trailer/Blain Brothers	Snell Motors	Zero Zone
North Central Door Co	Southill Dental	ZF TRW
Oleson and Hobbie Architects	Spark-Y	Zieglar CAT
Open Door Health Center	Specialty Manufacturing Company	Zierke Build Manufacturing
Orthopedic & Fracture Clinic	Stepping Stone Home Health Care	
Pella Windows and Doors	Stittsworth's Meats	
Permac Industries	Sugar Loaf Senior Care	

## Youth Skills Training Program Partnerships

### Other Partners

360 Manufacturing Center of Excellence	DEED	Lower Sioux Indian Community	TCI Solutions
ABC Bus Leasing	Elk River Chamber of Commerce	MAPS ISD 77	The Good Acre
Achieve Results Together	Excellence Health Career Center	Marshall Area Chamber of Commerce	Thrivent Financial
Action Manufacturing Inc.	Express Employment	MI2/Idea Circle	United Way of Steele County
Advanced Opportunities	Extended Human Resources	Minnesota River Valley CTE Collaborative	Upper Sioux Indian Community
Agricultural Utilization Research Institute	Fairmont Area Chamber of Commerce	Minnesota River Valley Education District	Vadnais Heights Economic Development
Anoka Area Chamber of Commerce	Fairmont Economic Development	Minnesota Transportation Center of Excellence	Valley Computer Solutions
Anoka County	Faribault Area Chamber	MN Department of Labor & Industry	Vocational Rehabilitation services
Bemidji Boys and Girls Club	Faribault Area Learning Center	MN DLI	Wallin Education Partners
Bemidji Chamber of Commerce	Faribault Transportation Co.	MN Northwest Foundation	Washington County Economic Development
Bemidji First National Bank	Faribault Community Education	MN State College Southeast	Water Street Inn
Bemidji Hills Plumbing and Heating	Fillmore County Economic Development	MN/ND Bricklayers	Wells Fargo
Big Ideas Inc.	General Mills	Neilson Foundation	Windom Area Chamber of Commerce
Bois Forte Tribal Government	GfK	New Ulm Chamber	Winona Workforce Center
Boston Scientific	Goodwill Easter Seals	New Ulm EDC	Workforce Development Inc.
Brainerd Lakes Area Chamber of Commerce	Greater Bemidji	New Vision Foundation	Worthington Area Chamber of Commerce
Bridges Career Academies	Greater Mankato Growth	Nobles County Integration Collaborative	
Burnsville Chamber of Commerce	Headwaters Regional Development Center	North Country Vocational Cooperative Ctr	
Bush Foundation	HealthForce Minnesota	Owatonna Chamber of Commerce	
Cargill	Hmong American Partnership	PACER Center	
Central MN Jobs and Training Services	Honeywell	Princeton Area Chamber of Commerce	
City of Cook	Houston County Economic Development	Project SEARCH	
City of Elk River Economic Development	Hutchinson Area Chamber of Commerce	Ramsey County	
City of Hutchinson	I-94 West Chamber of Commerce	Redwood Area Chamber & Tourism	
City of Lakeville	Junior Achievement	Regional Center Entrepreneurial Facilitation (RCEF)	
City of Minneapolis STEP-UP	Karen Organization of Minnesota	Somali Community Resettlement Services	
City of New Ulm	Lac qui Parle Family Service Center	South Central Service Cooperative	
City of Oak Park Heights	Lakes Area Manufacturing Alliance	Southeast Perkins Consortium	
City of Woodbury	Lakes Center for Youth and Families	Southwest Health and Human Services	
Dakota County Regional Chamber	Lakeville Chamber of Commerce	Southwest West Central Service Cooperative	
Dakota-Scott Workforce Development Board	Lakeville Works Committee	St Paul Foundation	

## Youth Skills Training Program Partnerships Post-Secondary Partners

Anoka County Technical College  
Anoka Ramsey Community College  
Anoka Technical College  
Bemidji State University  
Bethany Lutheran College  
Century College  
Hennepin Technical College  
Inver Hills Community College  
Mesabi Community College  
Mesabi Range College  
Minneapolis Community & Technical College  
Minnesota West Community and Technical College  
MN State Southeast  
MN West Community & Tech. College  
MSU-Mankato  
Northwest Technical College  
Pine Technical College  
Rasmussen  
Ridgewater College  
Riverland Community College  
Rochester Community and Technical College  
Saint Mary's University  
Saint Paul College  
South Central College  
Southwest Minnesota State University  
St. Cloud State University  
Summit Academy  
University of Minnesota Extension  
University of Minnesota  
University of St. Thomas  
Winona State University

## Appendix 3

### Comparison between Minnesota and federal systems in child labor standards

This section provides a descriptive comparison of the general similarities and differences between federal and Minnesota child labor laws for 16- and 17-year-old workers.

#### Comparison summary

Generally, regulations for 16- and 17-year-old workers are more protective in Minnesota than the federal regulations. While Minnesota mirrors the federal law concept of exemptions for student learners, Minnesota exemptions of the same occupations or equipment differs in some cases. Additionally, the federal regulations contain more detail, examples, definitions and explanations. Neither Minnesota nor federal regulations specifically address all occupations and pieces of equipment.

#### Descriptive comparison

Relation between federal child labor laws and Minnesota child labor laws

According to *Child Labor Bulletin 101* (a guide to child labor provisions in the federal Fair Labor Standards Act), “Other federal and state laws may have higher standards. When these apply, the more stringent standard must be observed.”<sup>3</sup> Briefly, this means that Minnesota may enact laws and regulations that are *more* protective of young people than the federal regulations, but if state laws are *less* protective of young people than federal law would apply.

“Student learner” definitions and exemptions

Both federal and Minnesota regulations contain exemptions for student learners, and the term is defined similarly at the federal and state level. Minnesota Statutes, § 176.45, subd. 2 (d) states that the term “student learner” means “a student who is both enrolled in a course of study at the public or nonpublic school to obtain related instruction for academic credit and is employed under a written agreement to obtain on-the-job skills training under a youth skills training program approved under this section.”

Under *Child Labor Bulletin 101*, federal law defines student learner as:

1. The student learner is enrolled in a course of study and training in a cooperative vocational training program under a recognized state or local educational authority or in a course of study in a substantially similar program conducted by a private school; and

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<sup>3</sup> Child Labor Provisions for Nonagricultural Operations under the Fair Labor Standards Act, U.S. Department of Labor, [www.dol.gov/whd/regs/compliance/childlabor101.pdf](http://www.dol.gov/whd/regs/compliance/childlabor101.pdf)



2. "Such student learner is employed under a written agreement which provides:

a. that the work of the student learner in the occupations declared particularly hazardous shall be incidental to the training.

b. that such work shall be intermittent and of short periods of time, and under the direct and close supervision of a qualified and experienced person,

c. that safety instruction shall be given by the school and correlated by the employer with on-the-job training, and

d. that a schedule of organized and progressive work processes to be performed on the job shall have been prepared."

General exceptions to hazardous occupations

Minnesota Rules, part 5200.0930, subp. 2, states, "A minor who performs employment tasks which do not require being in or entering the immediate area of the hazardous operation, equipment, or materials is excluded from the prohibitions ..."

While there is no similar general exception, several of the Hazardous Occupation Orders in the federal regulations contain a statement similar to the following: "All occupations ... are prohibited except ... the performance of duties solely in offices or in repair or maintenance shops ..."

Motor vehicles

Federal regulations distinguish between 16- and 17-year-olds, allowing the latter to operate motor vehicles in limited situations.

Minnesota's exceptions to the rule prohibiting minors driving motor vehicle have some specific references to 15- and 16-year olds, as well as 17-year olds. Specifically, Minn. Rules, part 5200.0910 states that minors shall not be employed:

K. To drive motor vehicles, except as follows:

(1) Sixteen- and 17-year-old minors may drive up to 24,000 pound, single-unit vehicles (excluding buses) and may carry passengers at any time with a class D license.

(2) Sixteen- and 17-year-old minors may drive over 24,000 pound, single-unit vehicles (excluding buses) with a class B license but may not carry passengers.

(3) Fifteen-year-old minors who have completed an approved driver education course may, with a restricted farm work license, drive a motor vehicle in accordance with Minnesota Statutes, section 171.041.

Equipment with "full automatic feed and ejection"

Federal regulations distinguish between equipment with full automatic feed and ejection and equipment without full automatic feed and ejection. Under federal law, some specified equipment with full automatic feed

and ejection is permitted for all 16- and 17-year-olds with no limit on hours. Certain specified equipment without full automatic feed and ejection is permitted only for 16- and 17-year-old “student learners” as they are defined under federal law.

Minnesota rules do not distinguish between equipment with and without full automatic feed and ejection. As a result, Minnesota and federal regulations are equally protective when listed equipment does not have full automatic feed and ejection, but Minnesota regulations are more protective when equipment listed does have full automatic feed and ejection.

#### Machine tools

Federal regulations relating to minors being prohibited from working on power-driven metal machines are specified to not apply to certain “machine tools” as listed in the U.S. *Child Labor Bulletin 101*.

Some of these “machine tools” are listed under Minnesota law as prohibited for minors under 18 years old. In those cases the minors are prohibited from using those tools because the more protective of the laws applies. In this case, the more protective law is Minnesota’s law. There are some exceptions for student learners as defined under Minnesota law.

#### Bakery machines

Federal regulations relating to the use of power-driven bakery machines by any 16- or 17-year-old include exceptions for some use of lightweight, small capacity, portable counter-top mixers and pizza-dough rollers. Minnesota Rules, part 5200.0920 prohibits the use of bakery machinery for minors under the age of 16, but there are no regulations regarding bakery machines for youth age 16 or older. As a result, the only prohibitions on 16- and 17-year-olds operating bakery equipment would come from federal law.

#### Construction

Federal regulations do not prohibit youth age 16 or older from working on or around construction areas. However, any specific occupations or equipment prohibited in the Hazardous Occupation Orders that take place on or around a construction area remain prohibited.

Minnesota regulations prohibit all minors under the age of 18 from employment in or around construction or building projects. There is no exemption for student learners.

#### Other

The federal regulations relating to prohibited occupations/equipment, and applicable student learner exemptions, are codified into a set of Hazardous Occupation Orders, found at 29 CFR 570.50-570.68.

The federal regulations clearly and directly state that any state regulations that are more protective of youth workers supersede the federal regulations.

DLI’s website ([www.dli.mn.gov/business/employment-practices/child-labor-laws](http://www.dli.mn.gov/business/employment-practices/child-labor-laws)) articulates that both the Minnesota and federal regulations must be followed.