

2024 Proposed Budget

Workforce Development Department

November 20, 2023



Our Mission

*The City of Duluth's Workforce Development Department **helps individuals** build economic self-sufficiency and achieve their potential, while **helping our community** build a resilient economy through investment in its current and future workforce.*



Our Services

Virtual Services:

- Assessment of skills, strengths, interests
- Labor Market Information
- Career exploration
- Skill-building workshops

In-Person Services:

- On-on-one appointments with a job counselor
- Resume help
- Assistance with job applications
- Interview prep

Program Services:

- Assessment of academic skills, work history, interests, motivation, barriers
- Individualized career planning
- Intensive job search assistance
- Support for completing a GED
- Work readiness training
- Training for high-wage, high-demand careers
- Internships, subsidized employment, and paid work experience
- Support services to address employment-related needs



Our Partners



At CareerForce:

- Duluth Adult Education
- JET
- AEOA
- Vocational Rehabilitation Services (VRS)
- State Services for the Blind
- Veterans Services
- DEED Job Service
- DEED Labor Market Analyst
- DEED Economic Development

Funded Partnerships:

- SOAR Career Solutions
- Life House
- Family Freedom Center/Neighborhood Youth Services
- Duluth Public Schools

Other Key Partners:

- Community Action Duluth
- Valley Youth Center
- Family Rise Together
- Domiano
- Northforce
- CHUM
- And many more...



Employer Services

Employers are also key customers

Recruiting Assistance

- Strategy development
- Post jobs on Minnesotaworks.net
- Host hiring events
- Engage with training classes

Retention Services

- Talent Development Program
- Career pathway mapping
- Connection to state resources

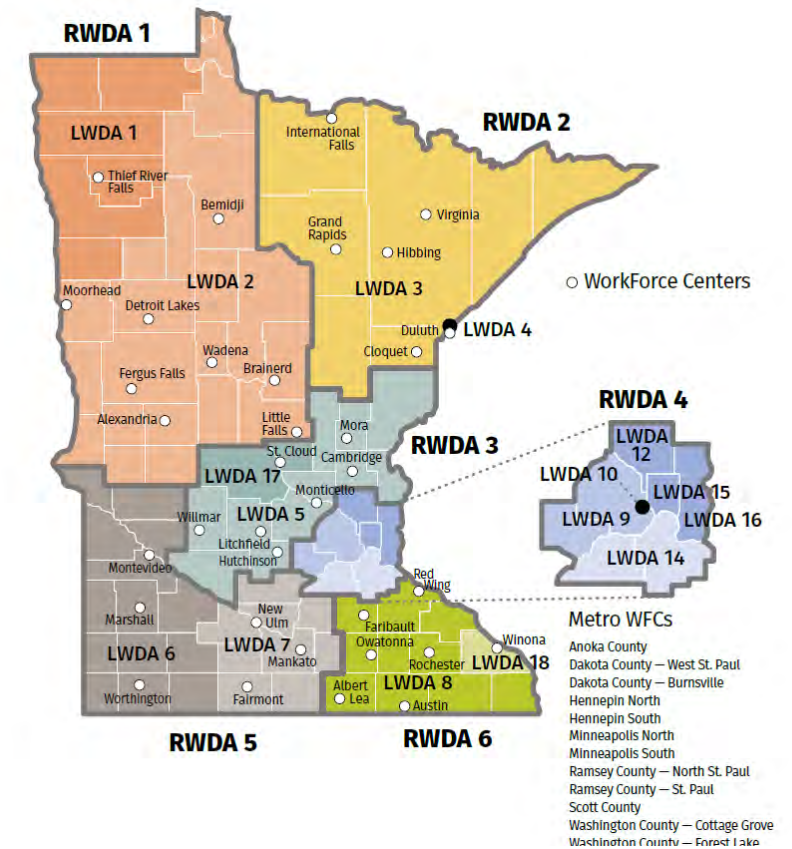
Diversity, Equity, and Inclusion

- Employer Action Guide
- Employer Champions Initiative
- Community Benefits Program

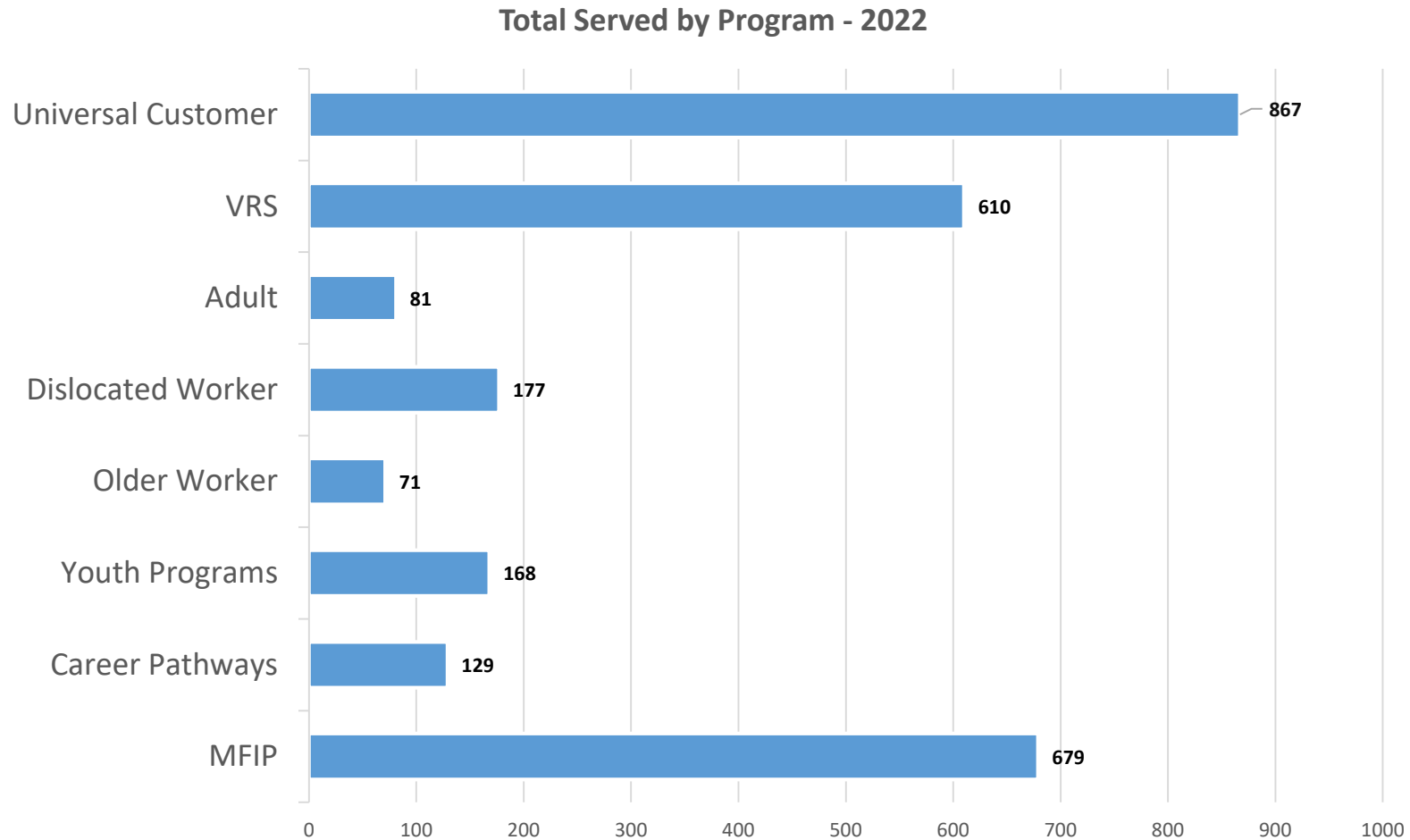


Duluth Workforce Development Board

- 27 members, 51% of whom represent private business
- Additional stakeholders participate on committees
 - Equity
 - Healthcare
 - Construction
 - Emerging Workforce
 - Manufacturing
 - Executive and Governance
- Oversees local and regional strategy
- Guides investment of public workforce funds



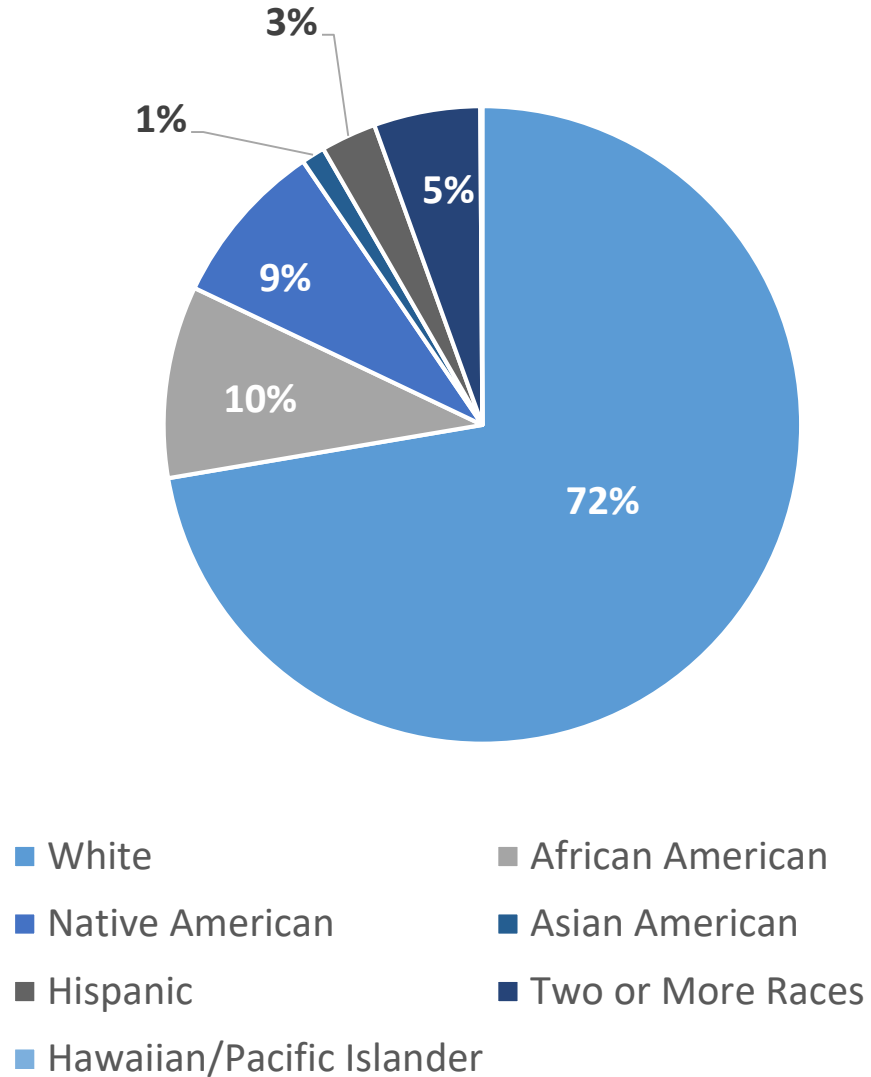
Services Inventory: Workforce



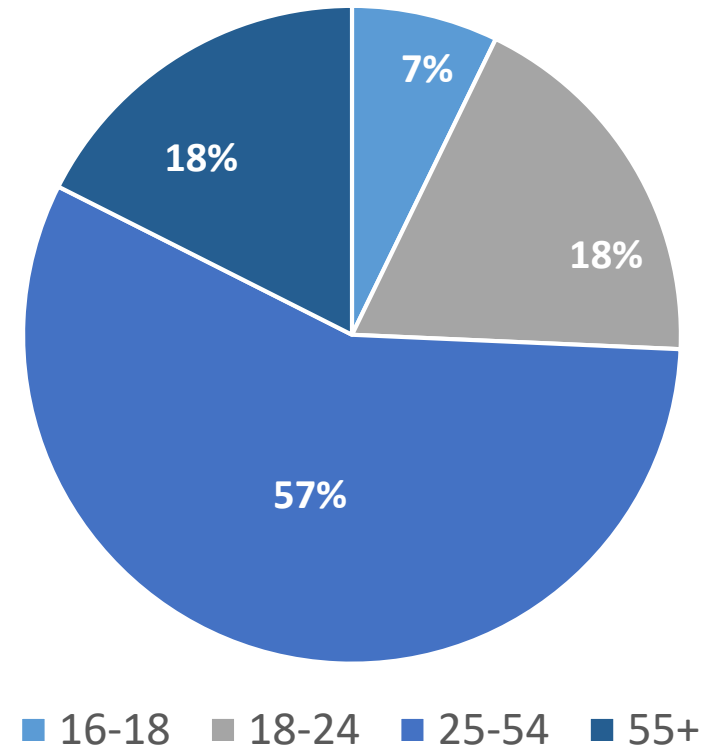
2782 people served at CareerForce in Duluth in 2022

Services Inventory: Workforce

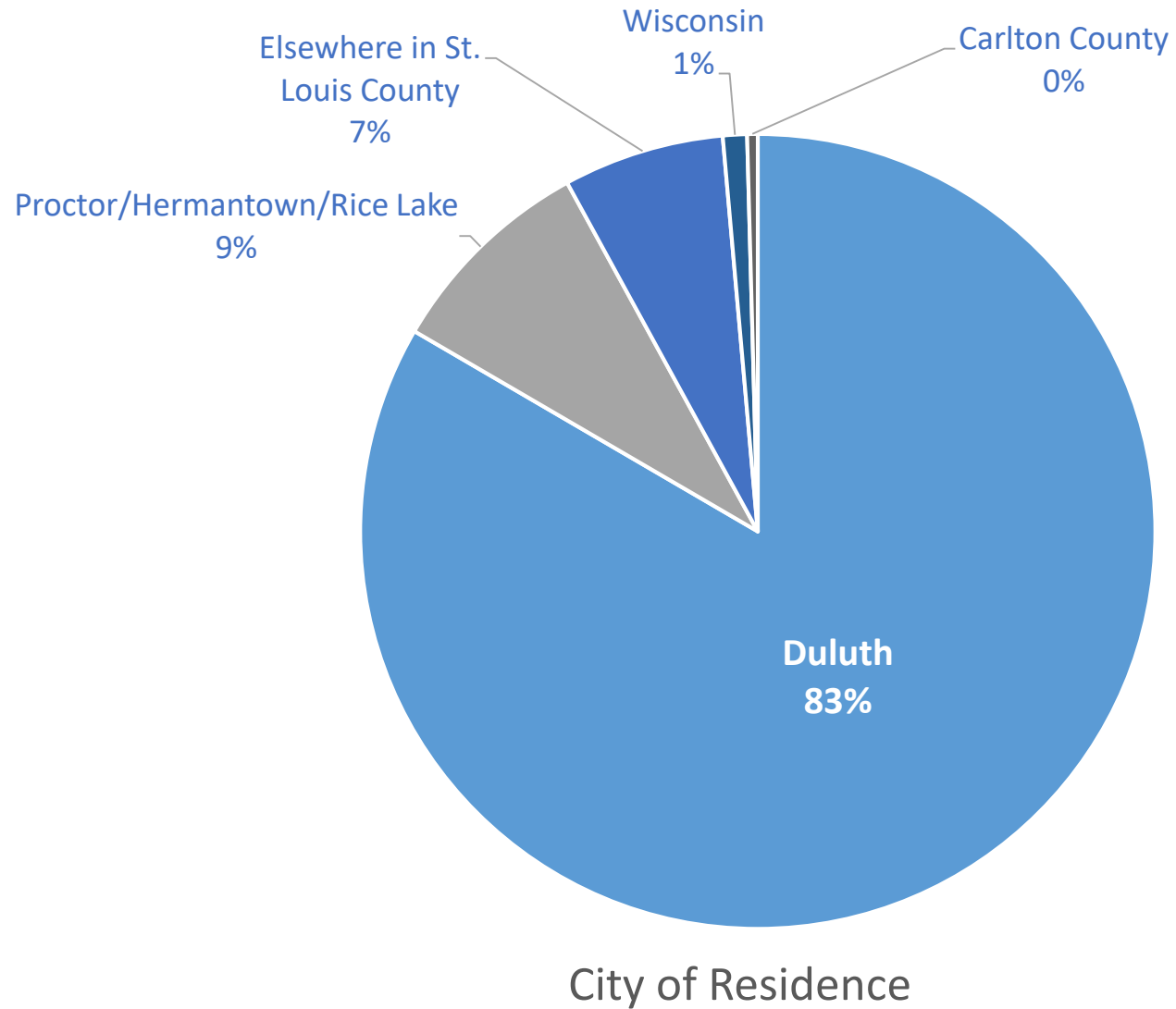
Race of Individuals Served



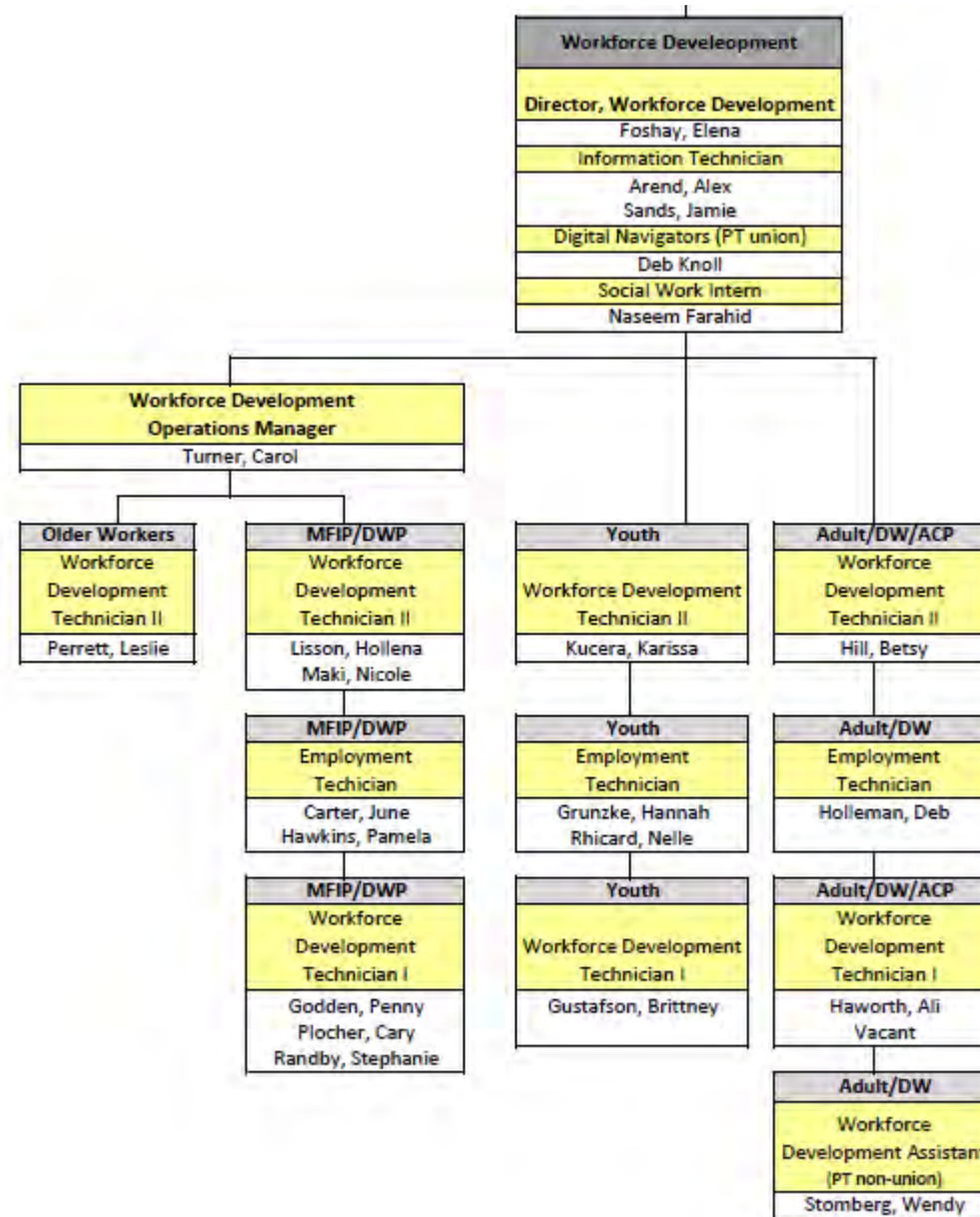
Age of Individuals Served



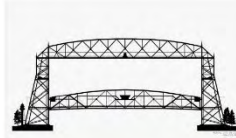
Services Inventory: Workforce



Department Staffing Overview



Department Staffing Overview



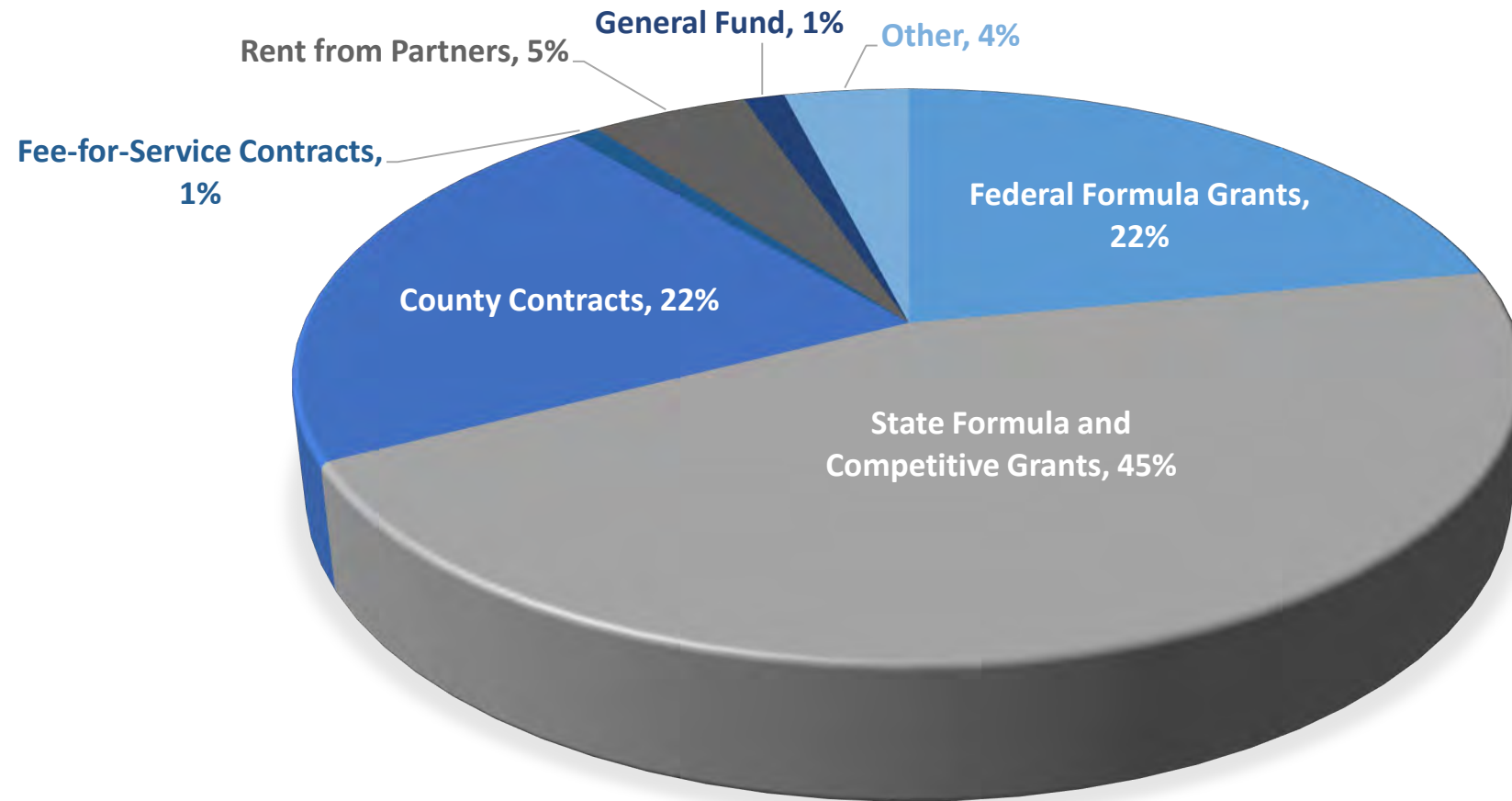
The GREAT Duluth Race

JUNE 29, 2023



	2023	2024	Difference
Director Workforce Development	1.00	1.00	0.00
Workforce Development Ops Manager	1.00	1.00	0.00
Workforce Development Technician II	5.00	5.00	0.00
Employment Technician	5.64	4.64	-1.00
Workforce Development Technician I	3.80	5.00	1.20
Information Technician	2.00	2.00	0.00
Digital Navigators (2 PT Union)	0.80	0.80	0.00
Workforce Development Technician Assistant (13-hr)	0.35	0.35	0.00
Total	19.59	19.79	0.20

2024 Proposed Revenues

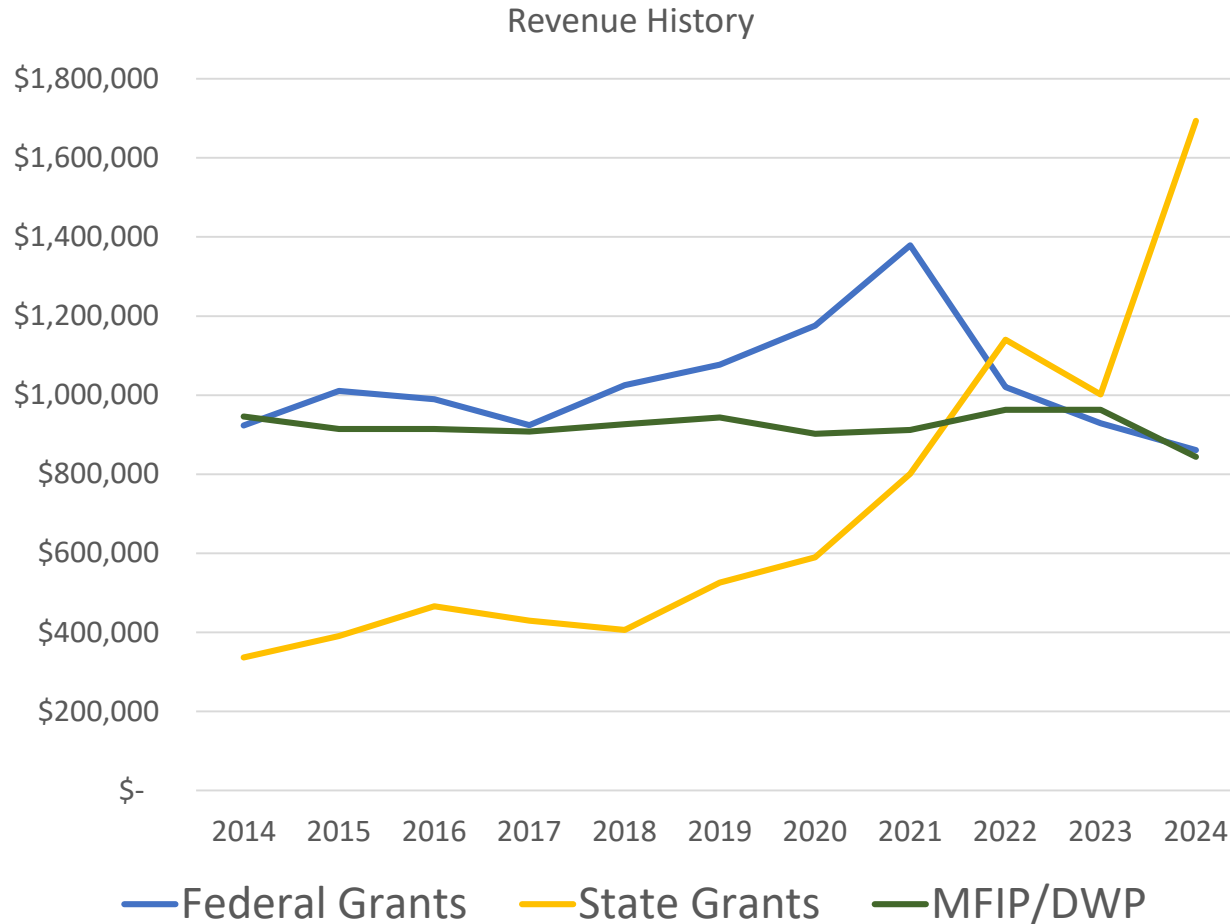


Total Proposed Revenue: \$3,910,273
(2023 Revenues: \$3,749,652)

Revenue Comparison

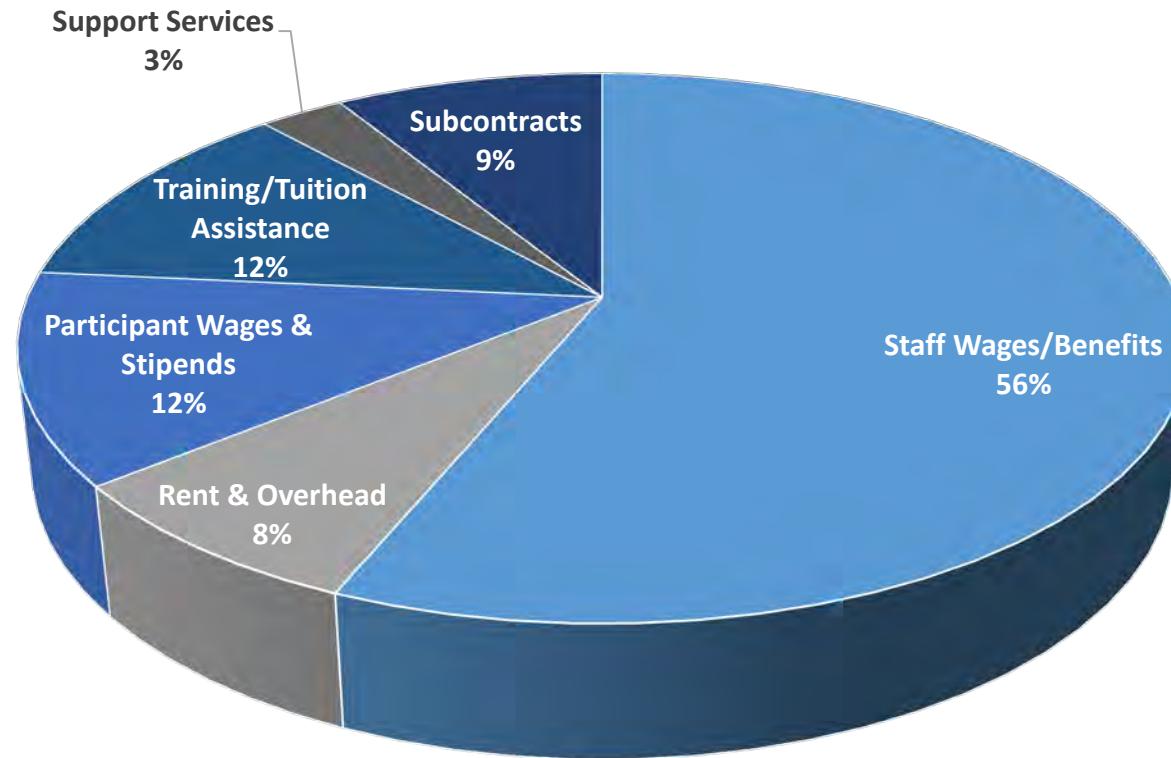
Revenue Summary			
	2023	2024	Difference
Federal Formula Grants	\$ 1,344,182	\$ 860,815	\$ (483,367)
State Formula and Competitive Grants	\$ 1,187,227	\$ 1,773,422	\$ 586,195
County Contracts	\$ 962,919	\$ 843,743	\$ (119,176)
Fee-for-Service Contracts	\$ 18,042	\$ 36,086	\$ 18,044
Rent from Partners	\$ 187,282	\$ 193,198	\$ 5,916
General Fund	\$ 50,000	\$ 50,000	\$ -
Carryover		\$ 153,009	\$ 153,009
TOTAL	\$ 3,749,652	\$ 3,910,273	\$ 160,621

Notable Changes in the 2024 Budget



- Continued decrease in federal formula funds in 2024
 - 24% decrease since 2019
- 12% decrease in County MFIP Employment Services grant
- Significant increase in state funds makes up for some of the losses
- 56% increase in state funds for youth programming
- General Fund transfer thanks to ARPA continues to support innovative programs

2024 Proposed Expenses



Total 2024 Proposed Expenses: \$3,910,273
(2023 Expenses: \$3,689,322)

Expenses Comparison

Expenses Summary			
	2023	2024	Difference
Staff Wages/Benefits	\$ 2,021,890	\$ 2,200,776	\$ 178,886
Rent & Overhead	\$ 296,451	\$ 307,955	\$ 11,504
Participant Wages & Stipends	\$ 433,911	\$ 483,497	\$ 49,586
Tuition Assistance	\$ 358,412	\$ 461,677	\$ 103,265
Support Services	\$ 101,841	\$ 109,783	\$ 7,942
Subcontracts	\$ 476,817	\$ 346,585	\$ (130,232)
TOTAL	\$ 3,689,322	\$ 3,910,273	\$ 220,951

Equity, Diversity & Inclusion

- Continuing to implement Trauma Informed Care approach
- Revising D&I Employer Action Guide in 2024
- Continuing to lead Employer Champions Initiative
- Partnership with Duluth Chamber on DEI training for employers
- Developing Equity Dashboard for launch in 2024
- Participating in statewide Job Quality initiative



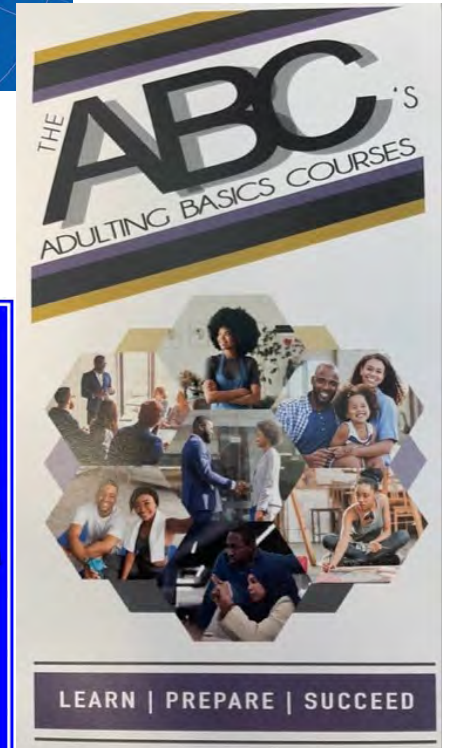
Diversity & Inclusion Employer Action Guide

A toolkit to help employers increase diversity and strengthen inclusiveness in recruiting, hiring, onboarding, and retention.



2023 Accomplishments

- 188 participants served through Career Pathway Training
- 132 participants served through Verso project grant
- Stronger partnerships with area colleges
- Successful pilot of ABCs program with Family Freedom Center
- Selected as one of 16 cities in NLC/DOL Good Jobs Great Cities initiative to launch manufacturing sector initiative
- Launched Older Worker program
- 85 employers have participated in Hiring Now! job fairs



Challenges & Opportunities

Challenges

- Continued tight labor market
 - Unemployment remains low
 - More than two jobs available for every job seeker
- Housing shortage limiting ability to attract workers to the area
- Those who remain unemployed have significant barriers, need more intensive services
- Child care workforce shortage continuing to be a struggle for providers

Opportunities

- Consistent job growth over the past three years
- 2100 people added to Duluth's labor force over the past year
- Stronger partnership with school district
- Growth of green economy jobs
- Investment in growth of manufacturing and construction workforce pipelines
- New library/workforce center discussion generating ideas for new approaches to service delivery

Questions?