

Southwest LRT DBE and Workforce Advisory Committee

Thursday, January 16, 2020

2:00 – 4:00 p.m.

Southwest LRT Project Office

Park Place West, Suite 500

6465 Wayzata Boulevard, St. Louis Park, MN 55426

AGENDA

Attendees: See attendance sheet attached.

1. Call to Order

- Tracey Jackson called this meeting to order at 2:07 PM. Jackson briefly reviewed the agenda for today's meeting.

2. Approval of December 19, 2019 Meeting Minutes

- The minutes were approved at 2:10 PM

3. Public Comments *

- Salima Khakoo reminded the committee of the process for making public comments. There were no sign-ins for public comments.

4. SWLRT Project Update (Slides 3-4)

- Robin Caufman, Met Council, gave a brief project update. Caufman informed the committee of the newly appointed Met Council Chair Charlie Zelle. Chair Zelle was sworn in earlier this month and is looking forward to engaging on the project. Jackson paused for questions. No questions were asked.

5. DBE Achievement Reporting (Slides 5-6)

- Jon Tao, OEO, walked the committee through the new and more detailed DBE report. He shared the DBE achievement as of Nov. 30, 2019. The new draft DBE progress report includes the DBE name, gender and ethnicity, scope, original DBE commitment, current contract value, contract changes to date, total previously billed, billed this Month, DBE billed to date, DBE paid to date, AMT unpaid. Since the award of this contract, there has been a total of \$17 million in increases to the DBE contract values. A member from the public asked if these are the numbers through November and if this contract was exceeding the DBE goal. Tao clarified that information is accurate as of Nov. 30, 2019 and the Civil Prime was exceeding the goal. Barb Lau expressed gratitude for the more detailed report as it helps the committee have a better understanding of the work.

a. LMJV DBE Activities (Slides 7-8)

- Dale Even, LMJV, shared that there are a number of change orders in the queue that have not yet been executed. The owner change orders approved through Dec. 15, 2019 is \$2,868,782. The DBE change order participation is \$426,718, so the DBE participation

is about 14.8%. Gilbert Odonkor asked about the timely process of the change orders for the DBEs. Brian Runzel, SPO, added that the Council meets weekly to discuss and track the process of change orders. It is one of the main things they look at in regard to project execution. Someone asked for clarification on what they consider to be timely. Runzel said that it depends on the scope of the change and the timeline of the work, which is why they meet ahead of time. The committee discussed how in the past the contractor has not processed Change Orders at a timely manner, so they do not reach the Council until the end of the project, which raises concerns. Runzel replied that there are types of change orders “part 1 and part 2” change orders to help mitigate that concern. Runzel explained the meaning of a “part 1” change order versus a “part 2” change order.

6. Workforce Participation Reporting (Slides 9-11)

- Elaine Valadez, MNDHR, shared in November the LMJV worked 47,545 hours. Women worked 7.99% of the hours that month and people of color worked 18.61% of the hours that month. There were 8098 hours worked by men of color, 749 hours worked by women of color, 2949 hours worked by white women, 66 hours worked by unspecified, and 35,296 hours worked by white men.

a. LMJV Workforce Activities

- Yolanda McIntosh, LMJV, shared the upcoming workforce events that LMJV engaged in. LMJV will be having a construction career fair likely to be on March 26th at the Urban League. Additionally, the committee was reminded of the upcoming SWLRT Construction Training Fair, Minneapolis Urban League. Kent Robbins asked what the turnout is expected to be. McIntosh said that Aaron Koski from the Met Council would have better projections for estimation. Julie Brekke shared some information about the event and how 5 non-profits will be acting as feeders for the Construction Training Fair. O’Phelan added that turnout varies on the need for work, and the employment rate. Barry Davies also added that it depends on which craft and which trade as demands shift in the construction industry. Mel Reeves asked how this event was advertised. Vince Fuller shared that it was not on the radio, but Twin Cities RISE shared that they are using their own mechanisms to share that information, he assumed the other non-profits would do that as well. SWLRT has been sharing the event through social media, website, flyers, and more. Gilbert Odonkor shared that he sent the training fair event to the Hennepin County Commissioners. There was a discussion on why the event was hosted in January and how it aligns well with the Building Strong Communities timeline. Cauffman shared that this event is being advertised on the Met Council’s website. Cauffman shared that she will send that link to Jon Tao and he will share this with the committee members. There were some concerns raised around those who have been waiting for employment being overlooked by new applicants. The committee then discussed ideas on how to keep potential members of the workforce informed when there are no current available positions. Sean Skibbie asked who are the crews that are working in the winter. Sean Skibbie was wondering if these numbers represent the crews that work in the winter, who makes up their “core crew.” Even added that the data shows consistency with the workforce participation.

7. Update on Veit

- Valadez shared that MNDHR was asked to provide an update on Veit. They reached out to Veit, and Veit did send over some documents. Veit claimed that the weather had a large impact on their workforce participation last year. Khakoo and Valadez asked Veit to provide more information. MNDHR is going to continue working with Veit on two other projects unrelated to the light rail. Nancy Nichols asked for clarification on why there was lack of participation from women and people of color. Veit replied that they did have employees that are people of color, but they did not have the training to do the work. There were concerns raised of Veit continually using this as an excuse for poor workforce participation, which relates to a systemic training inequity. Davies shared that Veit needed to know their staff before they put in their bid, so they would know what training people needed prior to work beginning. O'Phelan asked if Veit has any work with the Civil contract. Even said that Veit has done some work and they have some scope on the civil contract. Even added that Veit has about \$2,000,000 dollars of work on the civil project under the LMJV. Khakoo clarified that MNDHR has had written communication, verbal and will have conference call communication with Veit. They are aware that this committee is aware of Veit's lack of workforce participation and that this committee is made up representatives from government agencies that will have projects. The committee discussed how everyone has the same objective to meet the workforce goals. Moving forward the MNDHR will work with the Joint Venture, and the Joint Venture will be working with their subcontractors to ensure that the goals are being met.

8. Workforce Projection Tool (Slide 16)

- Reeves shared how the Workforce Projection Tool was utilized on the CCLRT. Reeves added that it might be smart to have a conversation with the project to discuss how the tool was utilized in the past and how it could be beneficial on SWLRT. Jackson asked for some more background information on the Workforce Projection Tool. Reeves shared that the tool is utilized by looking at the work needed for the project and where there is a need to train more people to meet the needs of the work. Each month you project how many hours are needed by each trade. Reeves added that he can present next month and LMJV can have a conversation to explore the tool. Khakoo summarized that this would be better conversation between the LMJV and Mel. He can present so that the WF advisory committee is aware of the tool.

9. 2019 Committee Review

- Jackson went over the topics that were covered during the year and the topics that were missed from last year.

10. 2020 Look Ahead

- Jackson asked the committee to share ideas that they would like to discuss in the coming year. The committee discussed various topics and listed a few. There was a discussion on which would help the project meet their goals. They identified the following as a priority.
 - Location of Union Training Centers too far away
 - DL/Transportation
 - Retention: Career pathways post-SWLRT
 - What CBO's can assist or support for trainings

- Automation's impact on construction
 - Informing younger people about the trade careers
 - How are DBE's doing and what needs do they have?
 - How are we getting feedback from the DBE's on their progress on SWLRT?
 - Projection of other projects in the Region competing for the same workforce
 - More the union trades at the table
 - Locations
- There was a discussion on the location of the DBE and WF advisory meeting. Members mentioned how this location works because it is the project's office. There were some suggestions to move the meeting closer to the city for the public's accessibility. Olson asked how this committees advertised to the public. Caufman replied by sharing that this information is shared on the Southwest Website and shared through the Council's event consolidator. Robbins added that the council should list everyone in attendance to strengthen the process of what comes out of this. Lau suggested that if the agenda warrants more public interest then a change in location might be beneficial.
 - WebEx or conference call accommodations for committee members
 - WebEx would be a last resort if someone cannot make it, but everyone should try to attend the meetings. Lau added that this meeting was advertised to the committee members as mandatory and they should continue to always attend or provide alternates.
 - Weather accommodations
 - In the event of a weather emergency, a "Morning of" notice will be sent out and followed by the advisory committee reports being sent out to members

11. Adjourn

- The next meeting will be held on:
February 20th, 2020; 2:00 – 4:00 pm at the SWLRT Project Office.

SWLRT DBE and Workforce Advisory Committee

Initials	Last Name	First Name	Title	Organization/Agency Name
	Alexander	Jim	Project Director	Southwest Project Office
	Baker	Keith	President	National Association of Minority Contractors
	Bolton	Trina	Supervisor, Small Business Unit	Metropolitan Council
JFB	Brekke	Julie	Executive Director	HIRED
	Bronson	Christine	Sr. Dir. Of Services and Programs	Goodwill Easter Seals
	Brown	Maura	Representative	Hire MN
✓	Caufman	Robin	Director of TSD Administration	Southwest Project Office
	Cigolo	Nkongo	Community Outreach Coordinator	Southwest Project Office
	Cummings	Molly	Interim Council Chair	Metropolitan Council
BR	Davies	Barry	Business Manager for Ironworkers Local 512	Mpls. Building & Construction Trades Council
	Davies	David	Sr. Community Outreach Coordinator	Southwest Project Office
	Dial	Nick	Assistant Director of Construction	Southwest Project Office
✓	Even	Dale	Professional Engineer	Lunda/CS McCrossan Joint Venture
✓	Fuller	Vince	Special Projects Manager	Twin Cities RISE
	Ginis	Sophia	Manager Public Involvement	Southwest Project Office
	Gorski	Dave	Manager Contract Compliance & Business Development	City of Saint Paul - Human Rights EEO
✓	Hollick	Joan	New Starts Director	Southwest Project Office
J	Jackson	Tracey	Senior Manager	Southwest Project Office
✓	Jordan	Cyrenthia	Director of Office of Equal Opportunity	Metropolitan Council
SK	Khakoo	Salima	Interim Equity and Inclusion Supervisor	MN Dept. of Human Rights
	Klem	John	Associate Director	HIRED
	Kuiper	Anne-Marie	Director of Strategic Development	Summit OIC
✓	Lau	Barb	Executive Director	Association of Women Contractors
	Lee	Sarah	Sr. Contract Services Analyst	Hennepin County Purchasing and Contracts
	Lopez-Urbina	Mary Elena	HR Generalist	Lunda/CS McCrossan Joint Venture
	Lucero	Rebecca	Commissioner	Mn Dept. of Human Rights

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Initials	Last Name	First Name	Title	Organization/Agency Name
KM	Maus	Katy	HR Generalist EEO	CS McCrossan
YMC	McIntosh	Yolanda	EEO Officer	Lunda
	Mockovciak	James	Community Outreach Coordinator	Southwest Project Office
NR	Ndey Nancy	Sam Nicholas	Business Consultant	Metropolitan Economic Development Association
GNO	Odonkor	Gilbert	Manager of Construction Procurement	Hennepin County Purchasing and Contracts
	Ogilvie	Elaine	EO Consultant II	Metropolitan Council
SO.	Olson	Sheila	Chief Services and Programs Officer	Goodwill Easter Seals
	O'Connell	Sam	Senior Manager, Public Affairs	Southwest Project Office
SoP	O'Phelan	John	CHC Program Manager	Ramsey County Solutions
	Pingol	Lynn	CEO	MaKee Company LLC
GR	Reeves	Mel	Representative	Hire MN
RR	Robbins	Kent	Principal <i>Kent Robbins</i>	Robbins Consulting
	Roy	Trevor	Sr. Communications Specialist	Southwest Project Office
✓	Runzel	Brian	Director of Construction	Southwest Project Office
	Schmidt	Mary	Director of Advancing Equity	MN Department of Transportation
✓	SisloSchutta	Brianna	Intern	Metropolitan Council
SS	Skibbie	Sean	Director, Contract Compliance	City of Minneapolis - Contract Compliance
	Sweeney	Jerri	AWC President	Association of Women Contractors
✓	Tao	Jon	LRT DBE Specialist	Southwest Project Office
✓	Valadez	Elaine	Equity and Inclusion Officer	MN Dept. of Human Rights
SV	Vang	San Nying	EEO Officer	Lunda/CS McCrossan Joint Venture
	Walk	Manny	Sr. Project Manager	Lunda/CS McCrossan Joint Venture
	West	Leroy	Chief Administrative Officer	Summit OIC
	Williams	Melanie	Career Coach Manager	Twin Cities RISE
	Winkelaar	Jenny	Director of Marketing & Public Relations	Mpls. Building & Construction Trades Council
	Woyee	Leslie	Contract Compliance Officer II	City of Mpls. - Contract Compliance
	Yenter	Justin	Project Controls	Lunda/CS McCrossan Joint Venture