



Youth Skills Training program

Report to the Minnesota Legislature

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Minnesota Department of Labor and Industry
Youth Skills Training program
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Introduction

This legislative report is submitted by the Minnesota 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 annually provide information for the preceding fiscal year by Feb. 1, 2021. The report must include updates about the program, the number of student learners who have participated in YST programs and recommendations for changes to the program.

Purpose

The purpose of the YST program is to provide industry-related classroom instruction and paid work experience to high school students age 16 years and older in high-growth, high-demand, living wage occupations. As provided by the Legislature in May 2017 (Minn. Stat. 175.46), local partnerships must include schools and employers working together to develop and implement YST programs throughout the state. Locally developed partnerships create programs to provide safe, healthy and meaningful paid work experience to student learners. YST programs provide industry exposure opportunities, industry related classroom instruction, safety training, industry-recognized credentials and paid work experience in key industries, including advanced manufacturing, agriculture, automotive, health care and information technology.

Since the YST program started in 2017, employers throughout Minnesota have reported 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. According to the 2020 State of Manufacturing survey results reported by Enterprise Minnesota, “Attracting and retaining a qualified workforce fell considerably as an issue faced by manufacturers. That said, 62% of manufacturers say that it is difficult to find qualified workers, even in a pandemic.”¹ The YST program addresses this challenge for all industries it serves by connecting industry with education to provide high-school students with training, opportunities to gain hands-on experience and pathways to careers within these industries.

While COVID-19 has negatively impacted the economy, Minnesota’s workforce continues to outpace the national average with a current unemployment rate of 4.4% compared to 6.7% nationally. The labor force participation rate in our state is at 67.9% compared to the national rate of 61.5% which demonstrates that Minnesota is taking steps to maximize our ability to pull talent into the workforce at rates higher than the



“My son is excited about learning new skills and takes great pride in his paid work experience. This opportunity has prepared him for being in the workforce and he may have actually found a career!”

- Parent of YST student

¹ Enterprise Minnesota State of Manufacturing, 2020. Retrieved Jan. 8, 2021 from <https://www.enterpriseminnesota.org/article/covids-long-shadow/>

national average.² Workforce development programs like the YST program will help lead Minnesota out of the pandemic and help provide qualified employees to industries with the greatest need. Employment is expected to grow by 6 million jobs nationally from 2019-2029 and healthcare is expected to be the fastest area of growth, with six of the 10 fastest growing occupations being related to healthcare.³ The YST program is one way to address current and future workforce challenges within key industries like healthcare. YST programs provide technical skills, safety instruction, opportunities to gain industry-recognized credentials and teach important employment skills to be successful in careers within these industries.

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 initially awarded to a maximum of five partnerships and could not exceed \$100,000 to each local partnership. Additionally, a one-time appropriation of \$200,000 out of the Workforce Development Fund was provided for DLI to develop the program over fiscal years 2018 and 2019.

Expansion

In 2019, the Legislature invested \$2.2 million per biennium from the Workforce Development Fund to further support YST programs throughout the state. The increase in grant funding from \$500,000 to \$1 million each year allows the YST program to fund twice as many partnerships annually and in effect, double the number of schools, employers and students participating in this program. The increase in grant funding provides additional partnerships with the necessary resources to create and implement employment-based training programs for students ages 16 and older.

Goals

The goal of the YST program is to offer industry exposure opportunities and training to students in high-growth, high-demand, living-wage careers in several key industries in Minnesota. The strategy to reach this goal is to support the development of local partnership between high schools, employers and community stakeholders throughout the state. Local partnerships provide students with industry exposure, safe and meaningful paid

² Current as of November 2020. Retrieved Jan. 8, 2021, from [News / Minnesota Department of Employment and Economic Development \(mn.gov\)](https://www.dhs.gov/news/2020/11/05/minnesota-department-of-employment-and-economic-development)

³ Current as of Jan. 2021. Retrieved Jan. 8, 2020, from [Employment Projections: 2019-2029 Summary \(bls.gov\)](https://www.bls.gov/news.release/archives/proj20200108.pdf)

work experience and pathways to careers within these industries. The goal of the funding is to create, implement and grow new programs or expand existing programs throughout the state.

“The YST program has allowed us to show 16-17-year-old students that manufacturing careers can provide a livable wage in high-tech industries without requiring a 4-year degree. Students are provided with safe, healthy, and meaningful paid work experience, and our employees get to share their knowledge. It’s been a great opportunity for our organization and one that we look forward to continuing in the future.”

– Shelly Bruno, HR Manager at Teamvantage

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 and throughout the state.

Employers benefit by connecting with educators, providing input about curriculum, teaching students the skills needed 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 targeted industries. Employers also benefit from building relationships with student learners, schools and their communities. Their contributions provide individualized training and basic industry knowledge to student learners and once these students graduate from high school, they can help address the shortage of qualified employees.

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

“In my time in high school, the paid work experience has been the most enriching and beneficial form of education I’ve received.”

-Lindsey, YST program student learner

Impacted stakeholders

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 to provide student learners age 16 and older with paid work experience that may otherwise be unavailable. Employers are paired with student learners who demonstrate an interest in their industry. Prior to participating in paid work experiences, student learners develop basic work skills and technical skills for the industry in a classroom environment and then can practice and further develop these skills in a work setting.

DLI promotes public-service-centered work, teamwork, collaboration and building an inclusive environment with equitable systems, priorities consistent with the YST program. The YST program serves students, employers,

schools, and communities throughout Minnesota. 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. It is an expectation that student demographics of the programs are consistent with the student demographics of the schools developing and implementing YST programs. Grant applicants are scored based on their ability to serve diverse populations and populations experiencing inequities and/or disparities including racial and ethnic communities. Diverse populations include people of color, Indigenous people, people identifying as LGBTQI, people of varying disability status and populations represented by different geographic locations across Minnesota including greater Minnesota.

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 partnership development, provides technical assistance, facilitates the approval of YST employers and provides grant management for the agency. In 2019, the Legislature provided permanent funding for one FTE project manager position. 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.

Impact of COVID-19 on YST programs

The impact of the COVID-19 pandemic on YST programs throughout the state has been significant. As schools were forced into distance learning, in-person, hands-on classroom instruction and safety training was not possible. Opportunities for in-person industry exposure activities were suspended. Over a period of more than three months, employers and schools decided to pause paid work experiences at employer sites. Despite these challenges, many YST programs were able to pivot and provide virtual opportunities to students to learn about industries, change how curriculum was delivered and continue to provide students with opportunities to gain industry-recognized credentials. YST programs demonstrated the ability to adapt and continue to provide worthwhile industry exposure, training and education. In July of 2020, some YST programs were ready to resume safe, healthy and meaningful paid work experiences at employer sites. Despite the impact of COVID-19 on students, schools, employers and community partners throughout the state, all components and requirements of the YST program continue in some capacity.

Outreach

Efforts focus 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 at conferences and to small groups within communities throughout the state. The project manager has provided statewide and multi-modal YST outreach and information. Due to COVID-19 the number of in person events was reduced significantly. However, outreach has continued through virtual meetings, conference calls and online presentations.

Table 1. YST outreach summary

2019	2020
<ul style="list-style-type: none">• One hundred-thirteen scheduled phone conferences⁴	<ul style="list-style-type: none">• One hundred twenty-three scheduled phone conferences⁴
<ul style="list-style-type: none">• Sixty-four employer walk-through visits	<ul style="list-style-type: none">• Seven webinars (total of 212 participants)
<ul style="list-style-type: none">• Ninety-three in-person meetings	<ul style="list-style-type: none">• Eighty-five in-person and virtual meetings
<ul style="list-style-type: none">• Sixteen large-group presentations	<ul style="list-style-type: none">• Eighteen large-group presentations
	<ul style="list-style-type: none">• Twenty-seven employer approval meetings

Consultation

The project manager continues to consult with partnerships throughout the state to provide program information, technical support, resources and training to create and implement YST programs. Successful pilot programs have been highlighted and recognized to serve as examples for the rest of the state. Quarterly reporting, progress monitoring and grant management continues to be reviewed and revised to provide efficient and accurate information about YST 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 community 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, healthy and meaningful work experience to student learners. Additionally, the project manager has designed a guide for establishing and developing a YST program. This guide will be updated this year to reflect current information, process changes and the new program approval process.

Program approval

The YST program approval process and documentation was developed and tested with six local partnerships prior to implementation. YST-approved occupations and industries include advanced manufacturing, agriculture, automotive, health care and information technology. These industries align with DLI's Minnesota Dual-Training Pipeline and Registered Apprenticeship to allow students the opportunity to transition into dual-training programs and meaningful careers after they graduate from high school.

YST occupations and industries are required to be part of a career pathway and to be conducive to dual training and hands-on learning. The occupations and industries were selected based on the following criteria:

⁴ Please note that the YST program manager and specialist both host impromptu meetings with stakeholders on almost a daily basis, so this metric is conservative.

1. Current demand indicator – Department of Employment and Economic Development (DEED) Labor Market Information (LMI) Occupations in Demand (OID) Tool: top 40% rank; equivalent to four- and five-star current demand-occupations, statewide.
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%.
<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.
5. Credentialing – The occupation offers training that results in an industry-recognized credential.

Program approval process

The goal of YST is to provide 16- and 17-year-old student learners with safe, healthy and meaningful paid work experience in high-growth, high-demand and living-wage industries. YST programs are required to provide students with opportunities to learn about the industry, take industry-related classes, receive safety training and earn industry-recognized credentials such as OSHA 10 certification and Certified Nursing Assistant certification. Safety training is also required at the employer site, proper personal protective equipment is required, and student learners are supervised and mentored by qualified employees during all working hours. By meeting these requirements and receiving approval from DLI, these student learners can work in industries otherwise prohibited by child labor laws.

In the spring of 2019, DLI revised the YST employer approval process for businesses interested in providing student learners with paid work experience through this program. The modified process included scheduling a walk-through of the facility to view the machines and equipment that will be used in the student-learner experience as part of the YST program, to ensure safety and better understand the needs of industry partners. Prior to this revision, machines and equipment were evaluated on paper alone which presented significant challenges in determining the potential dangers for student learners operating these machines, ensuring safety features and reviewing potential environmental hazards, as well as having a meaningful consultation with employers.

The modified approval process proved more effective and reduced the paperwork required of employers. Additionally, the new process further clarifies the specific steps to keep student learners safe on the job. All stakeholders have the common goal of providing safe, healthy and meaningful paid work experience to student learners. These employer visits strengthened the quality of the program for the student learners who participate.

In March of 2020, due to the COVID-19 pandemic and associated health and safety concerns, schools and employers decided to pause YST paid work experiences for student learners. In May 2020, a school district, parents, students and a few of their employer partners were interested in resuming paid work experiences that were halted due to the pandemic. The YST program worked with all parties to determine a reasonable way to

continue to provide safe, healthy and meaningful paid work experiences for these students. The student training agreement was revised to include COVID-19 health and safety measures and employers were required to submit their COVID-19 Preparedness Plans and outline training provided to student learners on COVID-19 in the work environment. Parents, students, school staff and employers were required to sign the training plan and agree to comply with current and future executive orders regarding COVID-19 in the workplace.

In the summer of 2020, additional employer partners were interested in becoming approved to host YST student learners for paid work experiences. DLI decided to conduct the YST program approval process virtually to limit potential exposure to COVID-19. This virtual process still enabled DLI to view machines and equipment and ensure safety. It has proven successful and has eliminated person-to-person contact, improved the efficiency of the process, and almost eliminated travel for YST program staff and safety consultants. In 2020, DLI held a total of 27 in-person and virtual employer approval meetings. Below are the current steps required for employers to become approved through the YST program. For more information and required forms visit www.dli.mn.gov/yst.

Youth Skills Training Program Approval Process	
STEP 1: Employer	COVID-19 Preparedness Plan and Employer Equipment and Tool Review (Form 1) Employer submits most recent version of their COVID-19 Preparedness Plan and form 1 which lists all machines, tools and equipment you would like reviewed for 16-17-year-old student learners to use at employer site.
STEP 2: Employer	YST Virtual Walk-Through DLI reviews the employer Preparedness Plan and the tools/equipment that employers would like 16-17-year-old student learners to use as part of a paid YST work experience. Photos and video of the tools/equipment are submitted by the employer and a virtual meeting is scheduled to review all information.
STEP 3: School	Class Syllabus Provide a class description or class syllabus for course(s) students will take prior to or in conjunction with paid work experience.
STEP 4: Employer	Declaration Page Employers must submit a copy of policyholder’s workers’ compensation declaration page.
STEP 5: School and Employer	YST Statute review and Work Process form (Form 2) This packet provides YST statute that programs agree to follow and designates tasks, equipment and personal protective equipment for student learners participating in a paid work experience.
STEP 6: All Parties	Training Agreement: (Form 3) All parties complete, sign and date this form and provide a copy to the YST program. Copies are also kept on file at both the employer and school the student attends.

Grant administration

YST grant recipients are selected through a competitive grant process. The grant review committee consists of representatives from industry, the Department of Education and DLI. YST grants provide local partnerships with

initial funding to create, implement and expand YST programs throughout the state. Grants are 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 student wages. During fiscal year 2018, the YST program grant application, process, review, invoicing and quarterly reporting were launched and piloted. The YST project manager monitors and reviews grant applications and the reporting process for efficiency and to ensure accurate data collection on a quarterly basis.

Grant round 1 (performance period: July 1, 2018 - June 30, 2020)

The first round of YST 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 community 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 awarded \$95,000 to each of the five partnerships listed below.

- Hutchinson Schools TigerPath Initiative
- Red Wing Ignite Learn & Earn (Goodhue County Collaborative)
- TwinWest Youth Skills Training program
- White Bear Lake Area Schools and Cerenity Senior Care
- Winona Chamber’s REACH initiative

YST Partnership details for Round 1 grant recipients (Grant period: July 1, 2018 — June 30, 2020)			
Partnership name (Industry)	School district(s)	Employer partners	What are the students doing?
Goodhue County Collaborative <i>Manufacturing</i>	Cannon Falls, Goodhue, Goodhue County Education District, Kenyon Wanamingo, Lake City, Red Wing, Zumbrota-Mazeppa	Acrotech, Central Research Laboratories, Custom Iron, Gemini Sign Products, Hearth and Home, Knobelsdorff Enterprises, 3M Fall Protection, Neufeldt Industrial Services, Company, Red Wing Shoe	<ul style="list-style-type: none"> • Facilitated discussion about technical careers • Soft-skills training • Industry tours of 10 local employers • OSHA 10-hour certification • Paid internships • Each student completes two paid, 40-hour internships at two different companies.

		Company, Riedell Skates, SCS Elevator Products, Sturdiwheat, USG, Valleycraft	<ul style="list-style-type: none"> • Students make presentations at their school, and in some cases to the school board, about work-based site learning experiences.
TigerPath Initiative <i>Manufacturing</i>	Hutchinson	Luedtke Contracting, Midwest Industrial Tool Grinding, Inc., Innovative Foam	<ul style="list-style-type: none"> • Pathway fair with 25 employers, hands-on activities and networking • Industry tours • Industry panel presentations • Classroom instruction • OSHA 10-hour certification • Paid internships at local companies
TwinWest Youth Skills Training Program <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	<ul style="list-style-type: none"> • Industry-relevant classroom instruction • Career exploration experiences • Apply and interview for internships • Industry-recognized credentials • Student evaluations of experience • Paid internships: manufacturing and IT • Weekly check-ins
White Bear Lake Area Schools and Cerenity Senior Care <i>Health Care</i>	White Bear Lake Area Schools	Cerenity Senior Care	<ul style="list-style-type: none"> • Career exploration events and speakers • CNA course at WBLAHA-South Campus • Clinical training at Cerenity Senior Care • MN State CNA Test at Century College • Job site tours and job shadows • Summer camps and scholarships • Paid internships • Earn additional stackable credentials • Tuition reimbursement
Winona Chamber's REACH Initiative <i>Manufacturing and Health Care</i>	Winona	Fastenal, BCS Automotive, Benchmark Electronics, Saint Anne of Winona, Sugar Loaf Senior Care, Sauer Health Care, Thern Inc., Miller Ingenuity, Winona ORC Industries, Behrens, CPI, Excel Images, Formgraphics, Goodson, Knitcraft, Mississippi Welders, Peerless Industrial Group, RTP, Watlow, Wenonah Canoe, Wincraft	<ul style="list-style-type: none"> • Attend industry events • Interview and apply for internships • Soft-skills training • Industry speakers • HIPPA and dementia-friendly training • OSHA and ISO training • Tours of employers • Paid internships

Grant round 2A (performance period: July 1, 2019 - June 30, 2021)

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 prior to the start of the grant period in July 2019. The second round of grant applicants consisted of 49 local partnerships submitting a letter of intent to apply. Of those 49 partnerships, 33 partnerships were approved to complete the 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 community organizations (chambers of commerce, workforce groups, nonprofits, etc.). Five partnerships from these 33 were selected to receive \$100,000 each in grant funding to create and implement YST programs. The grant period for these partnerships is July 1, 2019, through June 30, 2021. 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
- Vadnais Heights Economic Development Corporation

YST Partnership details for Round 2A grant recipients, as of Jan. 15, 2021

(Grant period: July 1, 2019 – June 30, 2021)

Partnership title <i>(Industry)</i>	School district(s)	Employer partners	What are the students doing?
Students in Manufacturing <i>Manufacturing</i>	ISD 728Elk River-Otsego-Rogers-Zimmerman	Alliance Machine, Inc., CDI Crystal Distribution Inc., TESCOEM Emerson, Metal Craft, Eastey, M&M Precision, Command Tooling Systems, Die Concepts, Marksman Metal, MoCorp, Ramar	<ul style="list-style-type: none"> • Career fairs • Industry tours • Job shadow • Classroom speakers • OSHA 10-hour certification • Engineering and welding classes • Apply and interview for internships • Paid internships: 10-15 hours per week • Weekly internship class (safety, child labor laws, and 21st Century skills)
Project Launch	Forest Lake Area Schools	Team Vantage, Twin Lakes Landscapes, Rosenbauer, Wilson Tool, Madsen Fixture	<ul style="list-style-type: none"> • Career Launch courses (2) • Explore: professional skills and OSHA 10 credential

<i>Manufacturing and Agriculture</i>		and Millwork, Frontier Ag and Turf, Design Ready Controls, Advanced Molding Technologies, Carley Foundry, Regal Machine, South Shore Veterinary Hospital	<ul style="list-style-type: none"> • Experience: nine-week work-based learning placement • Ag day and national FFA conventions • Northern Green Expo • Industry-related courses (43) • Employability and hot jobs w/DEED for parents and students • Career Exploration Day - 80 career speakers for 2,000 students • Every high school student received a Career Pathway Guide • On-site facility tours (7) • Job shadowing • Mentorship • WBL experiences averaging 180 hours/students
Pathways to Nursing YST Program <i>Health Care</i>	ISD # 287	Castle Ridge Care Center, The Waters, English Rose Suites	<ul style="list-style-type: none"> • 75 hours instruction at Hennepin Tech • 16 hours clinical supervision • High school and college credit • State exam and industry recognized credential • Paid internships: 85 hour paid work experience • High school work experience credit
Northeast Manufacturing Education Partnership <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, Specialty Mfg. Co., Superior Machine, Renstrom Dental, Teamvantage, LasX, Herold Precision Metals, Schwing America	<ul style="list-style-type: none"> • Tours of employers • Classroom speakers • Career and networking events • Manufacturing pathway courses • Manufacturing camp at Saint Paul College • OSHA 10-hour certification • Paid internships • One week at all four companies • Learn manufacturing process
Southwest Minnesota Career Pathway Partnership	Montevideo, Renville County West, Yellow Medicine East, Jackson County Central, M.A.C.C.R.A.Y, Windom,	Ametek, Action Manufacturing, Chandler Industries Granite Falls Health, K&M Manufacturing,	<ul style="list-style-type: none"> • Career awareness and development activities • Experiential classroom instruction • Informational interviews • Job shadowing

<i>Manufacturing and Health Care</i>	MN Valley ALC, Marshall, Westbrook Walnut Grove, Canby, Minnesota, Dawson-Boyd, Wabasso, Red Rock Central, Lakeview, Lac Qui Parle Valley, Worthington	Kibble Equipment, Manufacturing RITALKA Inc.,	<ul style="list-style-type: none"> • Workplace tours • Safety training • Paid internships <ul style="list-style-type: none"> ○ 10 hours a week ○ Up to 320 hours per school year ○ Summer program option
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Grant round 2B (performance period: Feb. 1, 2020 - June 30, 2021)

In 2019, the Legislature increased the amount of grant funding from \$500,000 to \$1 million each year. Five local partnerships had already been named and are listed above as YST grant round 2A. DLI decided to award the additional \$500,000 as part of the YST grant round 3 application process. The six partnerships that received this \$500,000 are referred to as YST grant round 2B and have a performance period from February 2020 through June 30, 2021. Round 2B grantees were announced Jan. 22, 2020, along with grant round three recipients. Six partnerships were selected to receive between \$80,000 and \$92,500 each in grant funding to create and implement YST programs. Round 2B recipients include:

- ISD 271 Bloomington Public Schools
- ISD 728 serving Elk River, Otsego, Rogers and Zimmerman
- ISD 656 Faribault Public Schools
- Genesys Works
- Ramsey County Workforce Solutions
- Spark-Y

YST Partnership details for Round 2B grant recipients, as of Jan. 15, 2021

(Grant period: February 1, 2020 – June 30, 2021)

Partnership name (Industry)	School district(s)	Employer partners	What are the students doing?
ISD # 271 Bloomington Career and College Academy <i>Manufacturing</i>	Bloomington	Aspen Equipment Co Toro Company BTD Manufacturing Pella Windows Hartfiel Automation Printing Industry Midwest TRANE Ziegler CAT	<ul style="list-style-type: none"> • Introduction to manufacturing class • College level manufacturing course • OSHA 10 certification • Virtual modules during COVID

ISD #728 Elk River <i>Automotive</i>	Elk River Rogers Zimmerman Ivan Sand High Schools	Allstate Peterbilt Morrell Companies Cornerstone Auto GATR Truck Center Tires Plus	<ul style="list-style-type: none"> • Industry related classroom instruction • Paid work experiences • OSHA 10 certification online
ISD #656 Faribault <i>Manufacturing</i>	Faribault	Daikin Jennie O' Turkey Store K&G Manufacturing Mercury Minnesota MRG Tool & Die Tru Vue Inc Faribault Transportation	<ul style="list-style-type: none"> • Industry exposure through video • Career exploration • Coordinator meetings • Working on virtual career fair • Working on virtual tours
Genesys Works <i>Information Technology</i>	St. Paul Public Johnson High Highland Park Washington	3M Abbott Ecolab Fairview Health Services Land O'Lakes Inc. Ramsey County SPS Commerce Travelers	<ul style="list-style-type: none"> • Technical and professional training • Credential completion (Northstar Digital Literacy Credential) • Paid internships in IT – remote work • Virtual college and Career Connections programming with coaching • Virtual Technology Conference • Virtual college and career seminars
Ramsey County Workforce Solutions <i>Automotive Healthcare</i>	City Academy GAP Alternative St. Paul Public	Minnesota Trucking Assoc. Long-term and skilled nursing facilities	<ul style="list-style-type: none"> • Certified Nursing Assistant training • Soft skills support and training • Case management support • Connect to employers • Scrubs camp at Saint Paul College
Spark-Y <i>Agriculture</i>	Minneapolis Public Schools	Urban Greens City of Minneapolis	<ul style="list-style-type: none"> • Industry tours • Urban farming course • EASYPro course • At home STEM kits to build skills • Paid work experience

Grant round 3 (performance period: July 1, 2020 - June 30, 2022)

The third round of YST grant recipients was announced Jan. 22, 2020. Eleven partnerships were selected to receive grant funding to create and implement YST programs. The third round of grant recipients represent all five industries and consist of 24 school districts, 85 employers, three post-secondary institutions and 20 community organizations (chambers of commerce, workforce groups, nonprofits, etc.). The grant period for these partnerships is July 1, 2020, through June 30, 2022. The third round of grant recipients include:

- Goodwill Industries
- ISD 22 Detroit Lakes
- ISD 31 Bemidji
- ISD 138 North Branch

- ISD 191 Burnsville
- ISD 194 Lakeville
- ISD 477 Princeton
- ISD 831 Forest Lake

- ISD 882 Monticello
- Red Wing Ignite
- SW Metro District 288

YST Partnership details for Round 3 grant recipients, as of Jan. 15, 2021

(Grant period: July 1, 2020 – June 30, 2022)

Partnership name (Industry)	School district(s)	Employer partners	What are the students doing?
Goodwill Industries <i>Automotive</i>	Minneapolis LEAP Schools through PPL	Lupient Village Auto Works MN Transportation Center for Excellence Valvoline Mr. Tire Penske	<ul style="list-style-type: none"> • Students have been working with their schools to complete enrollment paperwork and explore the career pathway for automotive as part of larger career exploration curriculum.
ISD#22 Detroit Lakes <i>Manufacturing Healthcare Agriculture</i>	Detroit Lakes Pelican Rapids Frazee Waubun Lake Park-Audubon	BTD Manufacturing Ecumen and Essentia Health Bergen's Greenhouses	<ul style="list-style-type: none"> • Paid work experience in manufacturing • CNA certification • Paid work experience in health care • Career exploration classes • Virtual guest speakers in all industries <p><u>On hold due to COVID</u></p> <ul style="list-style-type: none"> • Ninth-grade career expo • Industry field trips • Job shadow experiences
ISD# 31 Bemidji <i>Manufacturing Healthcare Agriculture Automotive Information Technology</i>	Bemidji	NLFX LaValley Industries North Central Door Knife River Materials Stittsworth's Meats Chester Berg Toyota Paul Bunyan Comm. Sanford Health Potlatch Deltic Up North Canvas Co. Pinnacle Marketing	<p>Pre-COVID</p> <ul style="list-style-type: none"> • Business and industry tours • Job shadowing • Paid student work experiences • Post-secondary tours • Employer Panels <p>Post-COVID</p> <ul style="list-style-type: none"> • Monthly exploring posts • Paid work experiences • Career fair

		Walmart Lueken's Village Foods Nortech Systems TEAM Industries Nielsen Foundation North Country Dental Carquest	
ISD# 138 North Branch <i>Manufacturing</i>	North Branch	Regal Machine Branch Manufacturing Wyoming Machine Rosenbauer	<ul style="list-style-type: none"> • Industry related classroom instruction • All other activities on hold due to COVID
ISD# 191 Burnsville <i>Manufacturing</i>	St. Paul	Permac Industries Collins Aerospace Uponor Protean Mendell Precision Mfg. Precision Plus Inc. TCI Solutions Thomson Reuters	<ul style="list-style-type: none"> • Industry-related certifications • Skill development • Industry tours • Career exploration
ISD# 194 Lakeville <i>Manufacturing Automotive</i>	Lakeville Area Schools	Advanced Wireless BTD Manufacturing Gunner's Garage Hearth & Home Tech. Schmitt and Sons	<ul style="list-style-type: none"> • Industry-related certifications • Skill development • Industry tours • Career exploration • Paid industry work experiences
ISD# 477 Princeton <i>Manufacturing</i>	Princeton	Glenn Metalcraft, Inc. Crystal Cabinet Works	<ul style="list-style-type: none"> • Industry-related classroom instruction • Career exploration • Two workforce panels
ISD# 831 Forest Lake <i>Automotive Healthcare</i>	Forest Lake	A1A Auto Service Andy's Garage Forest Lake Auto Group Whitaker Automotive Birchwood Senior Living Ebenezer-Fairview Waverly Gardens M Health Fairview	<ul style="list-style-type: none"> • Industry-related classroom instruction • Auto mechanics lab • Working toward ASE credentialing • Health care credentials • College classes for credit • Clinical experiences • Pre-COVID tours
ISD# 882 Monticello <i>Automotive Manufacturing</i>	Monticello	Polaris Heartland Tire NAPA CentraCare	<ul style="list-style-type: none"> • Paid internships (10 hours per week) • Virtual career tours/speakers • Career pathway classroom instruction

<i>Healthcare</i>		Cornerstone Automotive Bondhus Corporation Jiffy Lube	<ul style="list-style-type: none"> Spring: career fair, traveling career exploration trailer, summer career camps
Red Wing Ignite <i>Agriculture</i>	Cannon Falls Goodhue Lake City Red Wing Towerview	Ag Partners Frontier Ag and Turf Lodermieier's Sturdiwheat Inc Ardent Mills Central Farm Services Sweet Harvest Foods Lorentz	<ul style="list-style-type: none"> OSHA 10 training and coursework Soft skills training Occupational interest exploration Virtual industry tours Video interviews, websites and links to careers Virtual employer panel
SW Metro District #288 <i>Healthcare</i>	Southwest Metro Waconia Central Watertown Mayer	Ridgeview Medical Center Auburn Homes & Services Auburn Manor Good Samaritan Society	<ul style="list-style-type: none"> Nursing Assistant and EMR classes Hybrid and distance learning No out of school activities (COVID) Career exploration

The following table represents a summary of the partnerships that have applied for YST grant funding to date.

Table 1. YST grant application summary	First Round	Second Round	Third Round	Fourth Round
Number of schools involved	64	79	84	72
Number of employers involved	107	160	150	146
Number of post-secondary institutions involved	7	21	14	17
Number of other partners involved (chambers, workforce groups, nonprofits etc.)	13	40	40	55
Amount of grant dollars requested	\$2,388,094	\$3,160,291	\$2,340,476	\$2,223,120

The following table provides a summary of YST grant recipients to date.

Table 2. YST grant award summary	First Round	Second Round A	Second Round B	Third Round
Number of partnerships awarded grant funding	5	5	6	11
Amount awarded to each partnership	\$95,000	\$95,000	\$80,000-\$92,500	\$70,000-\$90,000
Number of school districts involved	13	38	39	24
Number of employers involved	51	55	87	85
Industries involved (advanced manufacturing, agriculture, health care, information technology)	3	4	5	5

Table 3. YST student involvement to date	1st Round 7/1/18 – 6/30/20	2nd Round A 7/1/19 – 6/30/21	2nd Round B 3/1/20 – 6/30/21	3rd Round 7/1/20 – 6/30/22
Student exposure to YST industries	3,278	9,701	2,367	1,901
Related instruction and safety training	2,385	11,801	2,172	1,121
Industry-recognized credential	224	177	22	88
Paid work experience	109	101	41	16
Percent of students to receive credential	80%	93%	N/A	N/A
Percent of students to graduate when eligible	91%	90%	N/A	N/A

Note: Round two grant partnerships will not conclude their grant period until June 30, 2021. Second-round grant outcomes will be available after July 1, 2021. Third-round grant partnerships began their grant round July 1, 2020. Third-round grant outcomes will be available after July 1, 2022.

There are currently 27 grant funded YST partnerships throughout the state. To date, YST grant funded programs have provided 17,247 students with the opportunity to participate in meaningful activities to learn about the five approved YST industries. More than 17,479 students have completed or are taking classes and receiving safety training directly related to these industries. In addition, 511 students have received an industry-recognized credential and 267 students have participated in safe, healthy and meaningful paid work experience in one of these industries. These numbers are significantly reduced due to the impact of COVID-19 on schools and employers throughout the state. Despite COVID, all YST activities and requirements have continued and partnerships have been creative and innovative in continuing to provide meaningful and worthwhile experiences to train and educate students.

Comprehensive 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
Pilot of initial 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 submitted for year one	Feb. 1, 2019
YST legislative testimony provided by students, schools, employers	Feb. 27, 2019
Legislature approves additional \$500,000 in grant funding for YST partnerships	May 24, 2019
YST letter of intent to apply for second (B) and third round of grants due	Sept. 27, 2019
YST grant applications for second (B) and third round due	Oct. 28, 2019
YST grant recipients for second (B) and third round announced	Jan. 22, 2020
YST legislative report submitted for year two	Feb. 1, 2020
YST grantee convening webinar	April 8, 2020
YST grantee convening webinar	May 27, 2020
Grant round one closeout meetings	July 2020
YST letter of intent to apply for round four grant funding due	Nov. 4, 2020
YST round four grant applications open	Nov. 9, 2020
YST grant application Q and A webinar	Nov. 13, 2020
YST round four grant applications due	Dec. 4, 2020
YST grant recipients announced	Feb. 24, 2021

Recommendations

Despite the global pandemic, DLI's Youth Skills Training program continues to expand and provide meaningful and safe work experiences to student learners 16 years of age and older. The past three years have provided significant opportunities for DLI to learn and grow this important program. DLI recommendations for the YST program include:

- Continue to connect, present to, and provide technical assistance to YST partnerships.

- Maintain close collaboration with YST program stakeholders to refine and improve the YST program to better serve local partners.
- Persist on initiatives with underserved communities to better serve all students in Minnesota and ensure every student interested in participating in a YST program has access to this experience.
- Ensure the demographic representation of participants in YST programs is reflective of student demographics of the school.
- Provide meaningful forums for local partnerships to share best practices and learn from each other.
- Support student learners by gathering insights on ways to improve YST programs for all participants.

Appendix one

Summary of YST program guide

The YST program developed a guide to provide a step-by-step approach to creating and growing a local program. The goal of the YST program is to provide students with safe, healthy 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 of 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.

The YST program guide will be updated this year to reflect new program information and updated processes.

To view the guide online, visit www.dli.mn.gov/yst.

Appendix two

Employer, educational and community partners listed by grant applicants in round four:

Employers

Abbott Engineering
Accurate Homecare
Aecom
Affinity Plus Federal Credit Union
Affordable Therapeutic Massage
Anderson Windows
Arbor Gardens
Arrowhead Orthodontics
ASV
Aurelius Manufacturing
AutoNation Ford
Bachman's
Baron's Pharmacy
Beltline Auto Shop
Benchmark Electronics
Benedictine
Benedictine Living Community
Big Stone Therapies
Bigfork Valley Clinic and Hospital
Bonner Eye Clinic
Boutwell's Landing
Brooklynk
Buerkle Honda
Byker's Garage
Centra Care Health System
Cerenity
CG Hill & Sons
Choice Therapy
Chrysler Center of Hibbing
Clay Coyote
Cleveland Cliffs
Crystal Lake Automotive & MNCARS
Cummins
Dakota Fluid Power
Detroit Reman
East Central Minnesota Cable Cooperative
Ecumen Oaks and Pines
Edgewood Healthcare
English Rose
Ermak Foundry
Essentia Health
Essentia Hibbing Clinic
Estates at Greeley/Linden
Everwood Industries
Eye Clinic North
Fairview Care Center
Fairview Plaza
Fairview Range Medical Center
Fastenal
Flashing by Design
Ford of Hibbing
Good Samaritan Society
Grand Itasca Clinic and Hospital
Grand Village
Guardian Angels
Guardian Angels Nursing Home
Gundersen Lutheran Health Services
Health Dimensions
ICS Chillers
Integrity Tool, LLC
ISCO
John's Autobody
Kemper Drug
Kendall Howard
Ken's A1 Auto Service
Kind Mind Counseling
Koestler's Consulting & Technologies
L&M Radiator
Lakeview Behavior Health
Lakeview Health System
LB Homes
Lewis Industries
Lubrication Technologies
M Health Fairview
Marvin Windows
Mayo Manufacturing
McLaughlin Gormley King (MGK)
Medtronic
Metal Technologies

Metroblooms
Midwest Industrial Tool Grinding
Midwest Manufacturing
Miller Ingenuity
MN You Youth
Moldcraft
Monarch
Monarch Healthcare Management
Music Video Photo LLC
MyCARE
Nelson Auto Center
Nemadji
Newtrax
Next Innovations
Northern Valley Machine
Northland Machining
Oasis for Youth
Organic Lawns by Lunseth
Orthopedic Associates of Duluth
Pine Haven Community
Presbyterian Homes
QualiTech
Range Center
Range Fabrication
Range Spine Health & Injury Center
Ranger Chevrolet
Recover Health
Renewable Energy Partners
Roberts Automatic
Rox Speed FX
Sanford Health
SMC Ltd
Smith Metals
St Elizabeth's
St Francis Regional Medical Center
St Gertrude's and the Saints Foundation
St Luke's Medical Center
St Benedict's Senior Community
Stamp and Storage
Stewartville Care Center
Swan Machine
Target-STEM Outreach Employees
TGK Automotive
The Emeralds

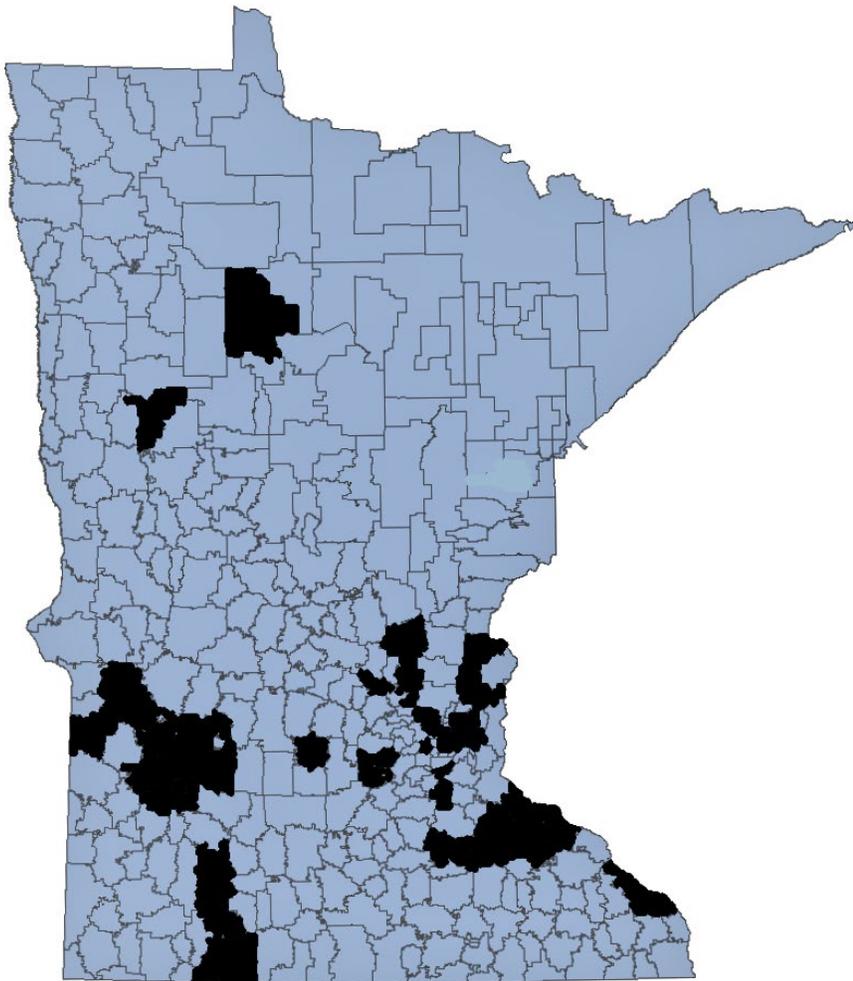
Titan Machinery
Tree Trust Landscape Services
Trison
Triumph Twist
UFore Nursery & Lab
Urban Greens
Urban Strategies
Vector Windows
Vision Machine, Inc.
Vistatek
Walgreen's Pharmacy
Walmart Pharmacy
Walser Automotive Group
Whitewater Health Services
Winona Health
Woodbury Senior Living
Woodstone Senior Living
Wyoming Machine
Zakobe
Zumbrota Health Services
Zephyr Wind Services
Schools - Secondary
Belgrade-Brooten-Elrosa Schools
Bluejacket Career Academies
Buffalo High School and Phoenix Center
Burnsville Public Schools ISD 191
Byron High School
Caledonia High School
Cannon Falls High School
Chisago Lakes High School
Community Christian School CCS
Dover-Eyota High School
Dream Technical Academy
East Grand Forks Senior High
Eastern Carver County Schools
Edison High School
Elk River Independent School District
Fergus Falls Public Schools
Glencoe-Silver Lake High School
Goodhue County Education District
High School for the Recording Arts
Hinckley Finlayson High School
Houston Public Schools
Howard Lake-Waverly-Winstead Schools

Hutchinson Public Schools
 Itasca Area Schools Collaborative
 Jordan High School
 Kasson-Mantorville High School
 La Crescent-Hokah High School
 Lake City High School
 Lewiston-Altura High School
 Lincoln International High School
 Mabel-Canton High School
 Milaca High School
 Minneapolis Public Schools
 Mora High School and ALC
 New Century Academy
 New London Spicer High School
 North High School
 Ogilvie High School
 Patrick Henry High School
 Paynesville Schools
 Pine Island High School
 Princeton Schools
 Renville County West High School
 Riverside Academy
 Roosevelt High School
 Roseville Area High School
 Rum River East
 Rushford-Peterson Public Schools
 Spring Grove High School
 St. Charles High School
 St. Cloud Public Schools
 St. Paul Public Schools
 Stewartville High School
 Stillwater Area High School
 Triton High School
 Wabasha-Kellogg High School
 Warroad ISD 690
 White Bear Lake Area Schools
 Wilmar High School
 Winona Area Senior High School
 Zumbrota-Mazeppa Public Schools
Schools - Post-Secondary
 Anoka Ramsey Community College
 Anoka Technical College
 Community College
 Dakota County Technical College

Hennepin Technical College
 Hibbing Community College
 Itasca Community College
 Minneapolis College
 Minnesota State College – Southeast
 MN Southeast Technical College
 Northland Community and Technical College
 Pine Technical and Community College
 Ridgewater College
 Riverland Community College
 Rochester Community & Technical College
 St Paul College
 St. Cloud Technical and
 St. Mary’s University
Community / Other partners
 194 West Chamber of Commerce
 ABE Minneapolis Public Schools
 Advance MN & Northeast Minnesota Office of Job
 Training
 ASE Education Foundation
 Boys of Hope
 Bridgeworks (Trades Hub)
 CarQueenz
 Carver County Career Force Center
 Cedar Riverside Adult Education Collaborative
 Center for Transportation Studies
 Central MN Jobs and Training Services
 Chisago County HRA-EDA
 City of East Grand Forks
 City of Elk River
 City of Hutchinson
 City of Milaca
 City of Minneapolis
 City of White Bear Lake
 DEED Vocational Rehabilitation Services
 East Grand Forks Board of Education
 East Grand Forks Chamber of Commerce
 Economic Development Authority
 Elk River Chamber of Commerce
 Fergus Falls Chamber of Commerce
 Girls Taking Action
 Greater Fergus Falls
 Greater Rochester Advocates for Colleges and
 Universities

HealthForce MN
 Hibbing Fire Department
 Hibbing Public Access Television
 Hutchinson Chamber of Commerce
 Hutchinson Economic Development Authority
 Medical Explorer's Program
 Milaca Elim Care and Rehab Center
 Minnesota Department of Human Services
 MN CARS
 MN State Center of Transportation Excellence
 MN Valley Transit Authority
 Northeast Minnesota Office of Job Training
 Northwest Private Industry Council

Perkins Consortium-Bluff Country District
 Perkins Consortium-SW Tech
 Perkins Consortium-ZED District
 South Central Service Cooperative
 Southwest Metro Chamber of Commerce
 St. Louis County Public Health & Human Services
 Tristate Manufacturers Association
 Wallin Education Partners
 West Central Initiative
 White Bear Lake Area Chamber of Commerce
 Winona Area Chamber of Commerce
 Workforce Development



Map of all school districts currently participating in YST grant-funded programs. (Partnering school districts are highlighted in black)

Appendix three

Employers approved to host YST student learners for paid work experience:

3M Fall Protection (18+ site)	Knobelsdorff Enterprises
Acrotech	LasX
Action Manufacturing	M & M Machining
Advanced Extrusion	Marksmen Metals
Alliance Machine	Meatal Craft
Bemidji Chrysler Center	Midwest Industrial Tool & Grinding Inc.
Bemidji Steel Company	Miller Ingenuity
Bergen's Greenhouse	MoCorp
BTD Detroit Lakes	Mold Craft
BTD Lakeville	Navy Island
Buerkle Automotive	Neufab (18+ site)
Central Research Lab	North Central Door Company
Chandler Industries	Polaris WSI
Command Tooling	Red Wing Shoes
Cornerstone Automotive (Elk River)	Regal Machine
Cornerstone Automotive (Monticello)	Renstrom Dental
Crystal Distribution Inc. (CDI)	Schmitt & Sons
Cummins	Schwing America
Custom Iron	SCS Elevator Products
Design Ready Controls	Smith Metal Products
Die Concepts	South Shore Vet Hospital
Eastey	Specialty Manufacturing
Ecumen	Sturdiwheat
Essentia Health/Oak Crossing	Superior Machine
Fairway Collision Center	Teamvantage
Fastenal	Tescom
Frontier Ag & Turf	Thern Winches & Cranes
GALS Technology	Timron
Gemini	UMA Precision Machining
Genesys Works	USG (18+ site)
Granite Falls Healthcare	Valley Craft
Gunner's Garage	Vista Tek
Harold Precision Metals	Walser Automotive
Hearth & Home	Whitaker Buick GMC
Kenny's Amoco	Zerozone