

**Workforce Innovation Board of Ramsey County
December 6, 2018
Meeting Minutes**

WIB Members Present

Michael Fondungallah
Elena Gaarder
Karen Gerdin
Jennifer Germain
Larry Gilbertson
Kristin Guild
Chad Kulas
Mike Lang
Karin McCabe
James McClean
Kate Probert
Chris Tolbert
Shannon Watson
Ramona Wilson
Tracy Wilson
Anivuin Xiong

Members Absent

Toni Carter-EA
Clarence Hightower-EA
Butch Howard-EA
Gaye Adams Massey
Sean Mullan-EA
Don Mullin
Paul Nikstad-EA
Sheila Olson-EA
Jennifer Roettger-EA
Mary Russell-EA

Staff/Guests Present

Karin Berg, Workforce Solutions
Leon Boeckermann, Ramsey County
Max Holdhusen, Ramsey County
Vera Johnson, Ramsey County
Greg Mellas, Metro State University
Rebecca Milbrandt, WIB Staff
Sheri Riemers, Ain Dah Yung Center
Jacqueline Watters, Ramsey County
Dunn Yoshitani, Workforce Solutions

Call to Order

Chair Karin McCabe called the meeting to order at 2:30 p.m.

Announcements

McCabe read the following announcements:

- Welcome to the Workforce Innovation Board of Ramsey County meeting. We especially welcome our partners and guests.
- Thank you to Sheila Olson and the staff of Goodwill-Easter Seals for hosting today's meeting.
- We are actively recruiting new WIB members, particularly business members. If you know of an individual or organization that would be a good fit for our Board, please send their contact information to Becky and we will follow up with them on your behalf.
- A current list of all community organizations under contract with Workforce Solutions (WFS) is available. Please see Becky if you would like to review the list.
- Register today if you plan to attend the joint meeting of the Minnesota Workforce Council Association and Governor's Workforce Development Board on Wednesday, December 12, from 10:00am–2:00pm at the North Metro Event Center in Shoreview. An email containing the details and a link to RSVP were sent earlier this week. The agenda and other meeting materials can be found on the MWCA website.
- Article 8 of the WIB's Bylaws state that "...members shall not cast a vote on any matter regarding the provision of services by the member or by an entity that the member represents or on any matter that would provide direct or indirect financial benefit to such member or the immediate family of such member". If you believe you have a conflict on any items on today's agenda, please abstain from discussion and voting.
- The next WIB meeting is scheduled for February 7, 2019, 2:30-4:30 at Goodwill-Easter Seals.

Approve Consent Agenda

December Meeting Agenda

October Meeting Minutes

2019 WIB Meeting Schedule

R. Wilson requested that the 2019 WIB Meeting Schedule be removed from the consent agenda. She proposed moving the meetings to the second Thursday of even-numbered months in 2019. Milbrandt was asked to investigate the possibility of making this change.

Motion (Watson/Fondungallah) to approve the December Meeting Agenda and October Meeting Minutes. Motion carried.

Approve WIB Financial Report

There was discussion about how the WIOA Allotment is calculated. The WIOA revenue shortfall in 2017 resulted from WFS collecting less WIOA revenue than projected. Boeckermann stated that WIOA funds plus County levy dollars fund the WIB's operations.

Motion (Guild/Wilson) to approve the September/October 2018 financial reports as presented. Motion carried unanimously.

One-Stop Operator Consortium Presentation

Probert, Germain and Lang provided an update on the work being done by the OSO consortium.

Highlighted in the presentation were:

- oversight roles of the WIB;
- emphasis on integration, collaboration and enhanced customer service at the CareerForce locations;
- impacts of the transition from WIA to WIOA and how service delivery models are being adapted to serve higher need customers;
- performance outcomes for WIOA, Public Assistance and Vocational Rehab Services; and
- customer counts at the Saint Paul location in 2016-2018 pulled from the State tracking system. Partial data for North Saint Paul (NSP) was also provided. Complete data for North Saint Paul and 160 Kellogg will be gathered and distributed via email.

It was explained that the downward trend in the numbers is primarily due to declining funding, the relocation of NSP, the shift in WIOA to serving more out of school youth, the remodeling in Saint Paul and the high cost of housing in Ramsey County. Probert also stated that the state is helping Ramsey County determine the cause of the decline in the number of people applying for public assistance.

Boeckermann asked WIB members what strategies could be implemented to more fully engage the private sector. Feedback on the question included:

- Businesses should review their hiring processes and minimum qualifications to make sure they are not overly restrictive.
- Develop closer connections with businesses and the public to make them aware of all the services offered at CareerForce locations.
- Ask businesses that are already engaged with the public workforce system to replicate and share information with their counterparts at other companies.
- Encourage businesses to offer internship and training programs to current employees, allowing them to move up.
- Present information about available services to the chambers and smaller businesses. Emphasize three to four key services to help smaller businesses.
- Retention is a problem for businesses. People no longer stay with one company for many years.

Due to the constraints of time, the other discussion questions will be sent to WIB members for consideration and an electronic response.

Updates

Saint Paul Minimum Wage Ordinance: Tolbert stated that the ordinance to set the minimum wage at \$15 in the City of Saint Paul passed after almost a year of research and engagement with numerous stakeholders. Key elements of the ordinance include a phase in period based on the size of the business, no tip credit for service workers, carve outs for youth employment/training programs, a 90-day exemption for training youth, and a disability wage that follows state guidelines.

Regional Board/Sector Academies: Tolbert reported that the Greater Metropolitan Workforce Board released a job description for the Executive Director. The job posting will remain open until filled so Tolbert encouraged the WIB to share the opportunity within their networks. He also provided an update on the six sector academies. Anyone interested in getting involved in the academies should contact Tolbert.

CareerForce Implementation: Lang reported that CareerForce was officially launched on November 29, with full implementation happening in phases. Saint Paul will be the first CareerForce location in the state to receive new signage. The CareerForce website has been launch and will be more fully developed over the coming months. A webinar for CareerForce proud partners is scheduled for next week. Lang will share information from the webinar with the WIB.

Resilient Communities Project: Holdhusen reported that Ramsey County was selected to be part of this initiative. He explained that a graduate level class at the University of Minnesota has begun doing research on ways to remove transportation barriers for workers. Their analysis includes a review of national and local best practices and qualitative research with multiple stakeholders. Holdhusen will share the outcomes with the WIB when they are completed this spring.

Committee Reports

Integration/Business Services: T. Wilson stated that the committee reviewed WIOA program outcomes and all have been met for Program Year 2017/18. The committee also reviewed WFS' grant funded initiatives and learned about the digital learning center being installed in NSP. Gaarder shared information about the East Side Employment Exchange. Members of that group will be invited to the next committee meeting to talk about their work and discuss opportunities for partnership.

Policy: McClean explained that the committee looked at the results of the National Association of Manufacturers' Outlook Survey. The rest of the meeting was spent talking to staff from Ramsey County and the City of Saint Paul about their 2019 legislative priorities. The WIB's policy positions typically align with these priorities and the MWCA platform. At the next meeting, the committee will review a draft of the WIB's platform. McClean also reported that Rep. Mahoney (D-Saint Paul) will Chair the Jobs & Economic Development Finance Division in the upcoming session.

Youth: Yoshitani reported on the Outreach-to-Schools program, noting that interns still need to be hired for some of the schools. The formal findings for DEED's monitoring visit earlier this year have not been sent yet but will be shared with the committee when received. Other items discussed at the committee meeting were the APEX Career Exploration Program, which introduces youth to the manufacturing industry and the TANF/WIOA program integration that is currently being implemented within WFS. Yoshitani reported that all youth program outcomes were met for last year. The numbers for the first quarter of the current program year are a bit behind due to challenges in recruiting out of school youth. The definition of an out of school youth will be shared with the WIB.

Other

Reimers, a potential new WIB member, introduced herself and shared some information about her work. The Ain Dah Yung Center provides crisis services, housing and job skills training for youth.

Adjourn

Upon conclusion of the agenda, the meeting was adjourned at 4:27pm.

The next WIB meeting is February 7, 2019, 2:30-4:30, at Goodwill Easter Seals-553 Fairview Ave. N.