

**Workforce Innovation Board of Ramsey County
June 7, 2018
Meeting Minutes**

WIB Members Present

Karen Gerdin
Jennifer Germain
Kristin Guild
Chris Kondo
Mike Lang
Karin McCabe
James McClean
Sean Mullan
Paul Nikstad
Sheila Olson
Kate Probert
Chris Tolbert
Shannon Watson
Ramona Wilson

Members Absent

Toni Carter-EA
Michael Fondungallah
Larry Gilbertson-EA
Foster Hackett-EA
Clarence Hightower-EA
Butch Howard-EA
Chad Kulas-EA
Don Mullin-EA
Jennifer Roettger-EA
Mary Russell-EA
Tracy Wilson
Anivuin Xiong

Staff/Guests Present

Julie Baker, Workforce Solutions
Leon Boeckermann, Ramsey County
Kenny Cutler, Workforce Solutions
Lisa Grottodden, Workforce Solutions
Frank Haash, Guest
Kelly Higgins, Workforce Solutions
Matt Hill, Ramsey County
Vera Johnson, Workforce Solutions
Gaye Adams Massey, YWCA
Rebecca Milbrandt, WIB Staff
Erica West, Guest
Tonya Yarborough, Workforce Solutions

Call to Order

In the absence of the Chair, Chair-elect Karin McCabe called the meeting to order at 2:49 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 Mike Lang and the WorkForce Center staff for hosting today's meeting.
- We extend our thanks and best wishes to Chris Kondo and Foster Hackett who are not seeking reappointment to the Board. Your service to the residents of Ramsey County is greatly appreciated.
- The Minnesota Department of Employment and Economic Development (DEED) has awarded 57 grants statewide totaling \$17,884,007 under the Minnesota Pathways to Prosperity program. Ramsey County Workforce Solutions was awarded \$600,000 to continue its work in sector training for individuals with low income and low basic skills.
- All WIB members are invited to the Grand Opening of the St. Paul Workforce Center on June 14, 8:00 - 10:00am. The formal presentation will begin at 8:30am.
- The Minnesota Workforce Council Association is having its annual business meeting in Duluth August 7-9. The WIB is able to underwrite this event for the two chairs and two other committee chairs and/or business members, but every member is welcome and encouraged to attend. If you are interested in attending, please contact Becky.
- You should have received a 'Save the Date' for the October 4 WIB meeting. The meeting will be extended by one hour (1:30-4:30) to allow time for two special guest speakers: Emily Baxter from We Are All Criminals and Ruth Stadheim from the MN Department of Corrections. Please allow the extra time on your calendar for this meeting, if possible.
- Copies of the Job Service Annual Report are available on the counter. Feel free to pick one up.
- A current list of all community organizations under contract with Workforce Solutions is also available on the counter. It has not changed since it was shared at the last meeting.
- The next WIB meeting is August 2, 2018, 2:30-4:30 at Goodwill-Easter Seals. We appreciate you making this meeting a priority.

Approve Consent Agenda**June Meeting Agenda****April Meeting Minutes****Designation of Local Workforce Development Area****Local Plan Update Letter****Motion (Watson/Mullan) to approve the consent as presented. Motion carried.**

Vern Vick Memorial Award

McCabe shared a brief history of the Vern Vick Award. She also announced that Jan West of HIRED was selected as this year's recipient. Erica West was present to receive the award on her mother's behalf. She expressed her appreciation to the WIB and Youth Committee. Yarborough and Baker spoke about the impact that West has had on the youth in the community throughout her 40-year career. Several co-workers, family members and friends were in attendance for the presentation.

Approve WIB Financial Reports**Motion (Mullan/Olson) to approve the March and April 2018 financial reports as presented.****Motion carried unanimously.**

WIB Membership Criteria

The criteria for WIB membership was reviewed. McCabe explained that the Membership Committee meets regularly and places a high priority on recruiting members from all communities served. She invited all WIB members to recommend individuals in their networks who would be good additions to the board. Probert shared information about the work that the MN Workforce Council Association's Equity Committee is doing to diversify boards.

Investing in 21st Century Workforce Partnerships Act

Mullan presented information about the Investing in 21st Century Workforce Partnerships Act introduced by Senator Smith. The Bill provides federal support for schools to partner with employers to coordinate directly on education and workforce training. It contains two competitive grant programs, one for secondary and one for post-secondary education to build or expand career pathway programs in coordination with employers. Eligible entities include community colleges, 4-year public colleges, tribal colleges, and institutes of higher education that offer registered apprenticeships. Additional partners could include joint-labor management partnerships, state boards, community-based organizations and elementary or secondary schools. Mullan shared a video by Kevin Fleming focusing on the skills gap. He also shared details on 3M's Manufacturing & Academic Partnerships (MAP) Program, which provides a pipeline of skilled workers to feed their plants through partnerships with local technical schools. Mullan noted that the program is expanding to Johnson and Roseville High Schools locally. He indicated that over 38% of the students come from low income areas. Mullan offered to update the WIB periodically on the MAP program and the Bill as it works its way through congress, which could take a couple of years.

Reports/Updates

Integration-Business Services Committee: Probert reported on the joint meeting between the committees. She indicated that a review of labor market data confirmed that Educational Services and Hospitality are important sectors in Ramsey County. The committee also discussed convening a meeting of all Pathways to Prosperity grantees to ensure that efforts are coordinated. The WIB Chair will send a letter to all grantees congratulating them on their awards. The City of Saint Paul & Workforce Solutions will work together on these efforts. Probert also reported that the State Plan was amended to include gender inclusion and opportunity youth. It was suggested that the Center for Economic Inclusion, which is focusing on equity through the region and was created as a result of a merger between the North side and Eastside Funders Collaborative, be invited to speak at an upcoming WIB meeting.

Workforce Center Ad Hoc Committee: Probert reported that this committee is developing methods of measuring customer satisfaction at all three workforce sites with assistance from the DEED survey team. A recommendation will be forwarded to the WIB prior to implementation.

One-Stop Operator Consortium: Probert reported that the Memorandum of Understanding between the WIB and OSO partners has been fully executed. The consortium has met twice so far and plans to continue meeting monthly. Probert stated that the consortium conducted a compliance review of all three sites in Ramsey County and found that all are fully compliant. The consortium is looking at ways to enhance services. Part of that effort will be to provide comprehensive training for frontline staff.

2017 Annual Report: Johnson provided the printed copies of the Report. WIB members thanked her for her work.

Regional Board: Tolbert reported that the Sector Strategy Team's next meeting is Monday. He noted that Ramsey County and/or the City of Saint Paul has representation on each sector team. The search for a permanent Executive Director is underway. Once selected, that individual will be housed at the Center for Economic Inclusion. Tolbert suggested that private sector WIB members interested in this sector work should reach out to him.

WIB Executive Director: Boeckermann reported that the decision was made to postpone recruitment of the new WIB Executive Director/Workforce Solutions Director until other key vacancies in the department are filled. A WIOA Manager has been hired and the Finance Manager position has been posted. Boeckermann explained that he has moved out of most of his previous functions to allow him to focus on Workforce Solutions full-time. He expects the Executive Director position to be reposted in the fall.

Lifelong Learning Initiative (LLI)/RFP Update: Probert reported on the LLI model being used with families on public assistance. Key components of the model include:

- Full-family approach
- Guided self-determination of career goals
- Building essentials skills
- Staff support to increase the likelihood of success
- Reducing sources of participant stress
- Focusing on outcomes that are aligned with WIOA

Probert reported that this program has received national recognition. She also explained that an RFP has been released which calls for LLI implementation across the system.

Other

Guild reported that the City of Saint Paul is holding two community events to discuss the proposed minimum wage issue. The Citizen's League is also having 16 open meetings between now and August 26. They will put together a recommendation which will be shared with the Council. The Citizens League has a voicemail and website where people can express their opinions.

Adjourn

Upon conclusion of the agenda, the meeting was adjourned at 4:11 pm.

The next WIB meeting is August 2, 2018, 2:30-4:30, at Goodwill Easter Seals–553 Fairview Ave. N.