

**General Membership Meeting
February 3, 2022, 2:30-4:00pm
Meeting Minutes**

WIB Members Present

Tom Aasheim
Shym Cook
Becky Degendorfer
Chris Duffy
Karen Gerdin
Jennifer Germain
Lisa Guetzkow
Susan Jambor
Hyon Kim
Chad Kulas
Tony Lusiba
James McClean
Jim McDonough
Camila Mercado Michelli
Sean Mullan
Donald Mullin
Paul Nikstad
Sheila Olson
Koami Pedado
Elisa Rasmussen
Mary Rick
Trish Stevens
Julie Thiel
Chris Tolbert
Ramona Wilson

Members Absent

Robert Blake
Gaye Adams Massey
Yolanda McIntosh-EA
Sheri Reimers
Tanya Velishek
Tracy Wilson

Staff/Guests Present

Ling Becker, Workforce Solutions
Karyn Berg, Workforce Solutions
Mariann Macalus, Workforce Solutions
Becky Milbrandt, Workforce Solutions
Rachael Molenaar, Workforce Solutions
Sarah Northrup, Center for Energy and Environment
Tim O'Neill, DEED
Erin Olson, RealTime Talent
John O'Phelan, Workforce Solutions
Elizabeth Pacunas, Saint Paul PHA
Mary Russell, Community
Melody Santana-Marty, Ramsey County Finance
Sofia Troutman, Xcel Energy
Cheng Vang, Center for Energy and Environment
Shannon Watson, Saint Paul Chamber

Call to Order & Announcements

Chair Chad Kulas called the meeting to order at 2:30pm and read the following announcements:

- Welcome to the Workforce Innovation Board of Ramsey County meeting. We especially welcome our partners and guests who join us today.
- Welcome to new member Mary Rick, Director of Business Development with the City of Saint Paul's Planning and Economic Development Department. Mary will have an opportunity to introduce herself in a few minutes.
- Section 13D.021 of the Open Meetings Law makes it possible for the WIB to have meetings via telephone or other electronic means when an in-person meeting is "not practical or prudent because of a health pandemic or an emergency declared under chapter 12." Under these circumstances, the law requires that all votes be taken by roll call. We plan to do this through the chat rather than a voice roll call. After each motion, please respond with a YES or NO in the chat so your vote can be recorded.
- 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.
- WIB members and guests are invited to attend any committee meetings. All agendas and minutes are available on the WIB's webpage. Due to the pandemic, all meetings are being conducted via

video conference. Instructions to participate are included in the meeting invites and are posted on the WIB's webpage.

- The next WIB meeting is scheduled for Thursday, April 7, 2022, at 2:30. Due to the ongoing COVID-19 pandemic, as Chair of the Workforce Innovation Board of Ramsey County (WIB), I have determined that in-person meetings are not practical or prudent at this time. Unless the COVID numbers shift dramatically, the February meeting will be via Zoom

Land Acknowledgement

Degendorfer read the land acknowledgement.

New Member Introduction: Mary Rick, City of Saint Paul

Kulas introduced Rick. Rick shared a brief description of her work as Director of Business Development with the City of Saint Paul's Planning and Economic Development Department. She is excited to be part of WIB.

Approve Consent Agenda

- **February Meeting Agenda**
- **December Meeting Minutes**
- **WIB Financial Report**
- **Amended 2202 WIB Budget**
- **2202 WIB Policy Platform**

Santana-Marty reviewed the 2022 Amended WIB Budget. The 2022 WIB Policy Platform strengthens digital equity, the need for permanency of waivers/streamline processes and funding for school counselors.

Motion (Degendorfer/Stevens) to approve the consent agenda as presented. Motion carried by vote in the chat.

Conflict of Interest Statement

Chair Kulas stated that each year, all WIB members are asked to review and sign this acknowledgement statement, which is in the meeting packet. Kulas asked, if not already done, that members review and sign the form and return it to Milbrandt as soon as possible.

One-Stop Operator Request for Quotes

Milbrandt gave an overview of the One Stop Operator that works on behalf of the WIB and explained the development of the Request for Quotes and its highlights. Anyone who may be a potential proposer/responder was asked to move into a breakout room while the WIB discussed and voted on the RFQ. Three volunteers are needed to serve on the RFQ evaluation team. Milbrandt provided an overview of the document and the timeline which will result in having a new Memorandum of Understanding in place by May 1, 2022.

Motion (Rasmussen/Wilson) to approve the One-Stop Operator Request for Quotes as presented. Motion carried by vote in the chat. Guetzkow, Germain and Cook abstained from voting.

Youth Employment Services Vendor Selection Update

Molenaar provided an overview of the vendor selection process and the timeline. Due to county procurement policy, she was unable to disclose the selected vendors at this time. Molenaar noted the new strategies for procurement promotion which helped significantly increase the number of proposal responses from 2019. There will be four organizations being awarded WIOA Youth contracts and six organizations for Minnesota Youth Program. Workforce Solutions will come back to the WIB for final approval at the April meeting.

Health Care Month Recap

Becker shared the resources and events shared on the county's Health Care Month webpage. The month was started out with a Ramsey County Proclamation. Similar events will be done with Technology in April. Olson shared highlights from the health care labor market presentation shared at the Health Care

Futures event which showcased labor shortages and the opportunities available for a newly local talent pool in high demand career opportunities.

Green Energy Training Program Update

Becker explained this program is an opportunity to learn about the organization as well as partnership opportunities. She introduced Northrup and Vang who shared information about the home energy career training program at the Center for Energy and Environment. The five-week home energy training in partnership with Xcel Energy starts March 28.

One-Stop Operator Consortium Update

Guetzkow shared the work and key activities the consortium accomplished in 2021. She also shared the goals for 2022 which include continuing the Lunch & Learn events monthly, leveraging information through Ramsey County Means Business, aligning and connecting through the WIB newsletters and aligning and supporting strategic efforts happening throughout the County. Becker shared information about the fall convening event which included a panel discussion on how to use social media in more strategic ways around diverse populations.

Other

Molenaar shared information on the upcoming mock interviews at North High School on February 17, 2022, and the need for volunteers.

Due to time constraints, Becker referred everyone to her email update dated January 28, 2022 and spoke briefly about the East Building closure and relocation of the Service Center to Metro Square due to the federal trial of three Minneapolis police officers taking place at the federal courthouse in Saint Paul.

Adjourn

Upon conclusion of the agenda, the meeting was adjourned at 3:54pm.

Next meeting: Thursday, April 7, 2022, 2:30-4pm.