

**Workforce Innovation Board of Ramsey County**  
**June 6, 2019, 12:30-4:30**  
**Meeting Minutes**

**WIB Members Present**

Toni Carter  
Elena Gaarder  
Karen Gerdin  
Jennifer Germain  
Larry Gilbertson  
Kristin Guild  
Chad Kulas  
Cindy Larson  
Gaye Adams Massey  
Karin McCabe  
James McClean  
Sean Mullan  
Paul Nikstad  
Sheila Olson  
Kate Probert  
Mary Russell  
Chris Tolbert  
Brooke Walker  
Ramona Wilson  
Tracy Wilson

**Members Absent**

Dillon Donnelly-EA  
Michael Fondungallah  
Butch Howard-EA  
Don Mullin  
Sheri Riemers-EA  
Jennifer Roettger-EA  
Shannon Watson-EA  
Anivuin Xiong

**Staff/Guests Present**

Sidiq Abdullah, Guest  
Steve Anderson, St. Paul Police Department  
Julie Baker, Workforce Solutions  
Ling Becker, Workforce Solutions  
Andrea Ferstan, Greater Metropolitan Workforce Council  
Paul Ford, St. Paul Police Department  
Lisa Grottodden, Workforce Solutions  
Axel Henry, St. Paul Police Department  
Max Holdhusen, Ramsey County  
Vera Johnson, Ramsey County  
Rebecca Milbrandt, WIB Staff  
Gwen Peterson, Saint Paul Parks & Recreation  
Steve Randall, Saint Paul Parks & Recreation  
Torrea Randall, Guest  
Marcel Thompson, Community Ambassador  
Commander Matt Topal, St. Paul Police Department  
Elizabeth Tolzmann, Ramsey County  
Carly Voshell, Ramsey County

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**Call to Order**

Chair Karin McCabe called the meeting to order at 12:39 p.m.

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**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 Cindy Larson and her staff for hosting today's meeting.
- Welcome to new members Brooke Walker and Dillon Donnelly. Brooke is the Programs Director for Community Action Partnership of Ramsey & Washington Counties and Dillon is the National Sales Director for DAC Industries.
- We extend our thanks and best wishes to Michael Fondungallah, Karen Gerdin, and Anivuin Xiong who are not seeking reappointment.
- Carly Voshell from Ramsey County Corrections and Koami Pedado from ElieSys Computer Services have applied for WIB membership.
- 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. Please keep our focus on diversity in mind.
- 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.

- Mary Russell has announced her retirement from HealthPartners and the WIB, effective July 5. Throughout her career, including her 24 years with HealthPartners, Mary has contributed to the community, especially in Ramsey County, where she attended college and currently lives.
- Thank you to Ramsey County staff for arranging today’s meeting and planning session.
- A sympathy card is being circulated and will be sent to Leon Boeckermann’s family.
- The MN Workforce Council Association is having its summer meeting in Duluth again this year. More information will be shared when it is available.
- The next WIB meeting is August 1, 2019 from 2:30-4:30 at Goodwill-Easter Seals.

### **Approve Consent Agenda**

#### **June Meeting Agenda**

#### **April Meeting Minutes**

McCabe stated that the April meeting minutes were amended to add Cindy Larson and Ling Becker to the list of attendees.

**Motion (McClellan/Germain) to approve the consent agenda as presented. Motion carried.**

### **WIB Financial Reports**

**Motion (Guild/Mullan) to approve the March/April 2019 financial reports as presented. Motion carried unanimously.**

### **Greater Metropolitan Workforce Council/Sector Academies Update**

Ferstan provided an update on the Greater Metropolitan Workforce Council (GMWC), a newly-expanded and inclusive leadership entity responsible for regional workforce development strategy in the seven-county metro area. In her presentation, Ferstan highlighted some realistic approaches to addressing the worker shortage, feedback from a CareerForce survey of employers, a profile of current and potential workforce system customers, and ideas for best utilization of public funding. She also shared the outcomes from the Council’s strategic planning retreat, which resulted in the following priorities:

- Support employer-led talent solutions in key sectors (such as finance, healthcare and government)
- Communication and engagement of employers
- County human service innovation
- Increase opportunities to attain economic self-sufficiency through career pathway strategies
- Help facilitate system improvements via public policy
- Regional goals and metrics to support system improvements and shared accountability

A copy of her presentation will be shared with the WIB. McCabe stated that the GMWC is working in partnership with the local WIBs.

### **Vern Vick Award Presentation**

McCabe and Nikstad presented Steve Randall with the 2019 Vern Vick Memorial Award. Co-workers, family, Saint Paul Police Officers and a youth program participant were on hand to share stories and celebrate Randall’s impact on local youth through his work as an Ambassador and a youth worker for the Saint Paul Parks and Rec Department. The WIB gave Randall a standing ovation.

### **Commissioner’s Remarks**

Commissioner Carter kicked off the strategic planning session by welcoming the WIB members and thanking them for their dedication and commitment to the work of matching businesses and job seekers. She also acknowledged the energy and enthusiasm that Becker brings to the Board. Carter introduced Tolzmann and Holdhusen. She thanked them for leading the WIB in this critical planning process.

### **Strategic Planning Session**

Tolzmann and Holdhusen led the WIB in several planning activities, including a review of background information, visualizing victory, SWOT and PEST analyses, and a consensus workshop to answer the question, “What does the Board want to accomplish over the next three years?”. The results of the robust

discussions were collected and will be reviewed by the Executive Committee later in the month. Next steps will be shared with the WIB and discussed in more detail at upcoming WIB and committee meetings.

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**Other**

No other items were discussed.

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**Adjourn**

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

The next WIB meeting is August 1, 2019 at Goodwill-Easter Seals MN, 553 Fairview Ave. N, Saint Paul.