

Workforce Innovation Board of Ramsey County
Executive Committee Meeting Minutes
Wednesday, January 27, 2021, 7:30-9:00 AM
Meeting held using Zoom Video Conference

Committee Members Present

Chris Duffy
Chad Kulas
Tony Lusiba
Karin McCabe
Jim McDonough
Sean Mullan
Paul Nikstad
Elisa Rasmussen
Mary Russell
Ramona Wilson
Chris Tolbert

Members Absent

Staff/Guests Present

Ling Becker, Ramsey County
Holly Pratt, Ramsey County
Becky Milbrandt, Ramsey County

Call to Order

Wilson called the meeting to order at 7:31am. (Kulas joined the meeting at 8am.)

Approve November 18, 2020 Minutes

Motion (Nikstad/Rasmussen) to approve the November 18, 2020 minutes as presented. Motion carried unanimously by roll call.

WIB Financial Report

Pratt stated that the negative balance for WIB Support was due an adjustment to correct an accounting error. It was clarified that the strategic priorities expense was for the December equity training.

Motion (Rasmussen/McDonough) to accept the November/December financial report as presented. Motion carried unanimously via roll call.

2021 Amended WIB Budget

Pratt explained that the 2020 year-end actuals are now known and the 2021 budget has been amended to reflect the carryover. The significant increase in the strategic priorities budget is primarily due to carryover from the WIB support and MFIP allocation.

Motion (Russell/McDonough) to approve the 2021 WIB Budget as presented. Motion carried unanimously via roll call.

Infrastructure Funding Agreement (IFA)

Pratt reported that verbal commitments from all the One-Stop partners have been received. Most partners are contributing in-kind services such as digital literacy training and culturally specific classes. Pratt expects to start routing the IFA for signature next week. The One-Stop Operator Consortium will give an update on their work plan at the December WIB meeting.

Land Acknowledgment

Rasmussen proposed reading a land acknowledgment at each WIB meeting. After some discussion, it was decided that the acknowledgement language will remain as presented and that it will be read at each WIB and committee meeting. Members will take turns reading it.

Motion (Duffy/Lusiba) to have land acknowledgment read at the start of WIB and committee meetings. Motion carried unanimously via roll call.

WIB Membership

Membership Application: The committee reviewed an application from Channon Lemon from the Saint Paul Area Chamber of Commerce. Lemon is applying to fill the seat vacated by Shannon Watson.

Committee Appointments: The committee reviewed applications for the Tech Committee from Caroline Karanja, Diane Rucker, Sam Drong, Kowsar Mohamed, and Sabina Saksena. Becker provided some background on each of the applicants.

Membership Dashboard: The dashboard was reviewed. Becker shared her vision for elevating the WIB and aligning resources in Ramsey County. Russell suggested creating an inventory to better understand what other tables WIB members are part of.

Motion (Russell/Nikstad) to approve the WIB and committee membership appointments. Motion carried unanimously via roll call.

Director's Updates

COVID Response/CARES Act Funding: Becker reported that the CareerForce location is still closed. The county is offering in-person Career Lab services in Maplewood and at 160 Kellogg. The metro area counties are partnering to host virtual career fairs. CARES funding has expired. There is anticipation about what could come from the federal government next. Becker plans to send out information on the governor's budget. She also shared a link to some COVID impact reports and data on recent job losses among women, especially black and Latinx women. Becker explained that the WIB will be asked to evaluate some of the work done around CARES funding to help inform future spending. She shared a report that tracks each dollar worth of tech investment and measures its social return on investments.

February WIB Meeting: The proposed agenda was reviewed. The meeting will start with a short breakout session and will include presentations from the MN Registered Apprenticeship Program and High School for the Recording Arts. Rasmussen will read the Land Acknowledgement.

Executive Committee Work Plan: Becker shared details about the county's Economic Competitiveness and Inclusion Plan. The WIB's work plan will align with the priorities in the county's plan which she anticipates will be approved in the spring. Becker will come back with some ideas on how to develop a work plan for this committee that hits on these priorities.

2021 Committee Work Plans

The committee chairs provided updates on their work plan progress.

Youth Committee: The committee plans to compile data from other organizations and release a report on the state of youth in Ramsey County. When done, the report will be shared with the WIB and youth organizations throughout the county. There will be an extra committee meeting in February to work on an outline and start moving forward. Rasmussen suggested reaching out to businesses for collaboration on this.

Equity Committee: The Center for Economic Inclusion is coming to the February meeting to talk about developing an employer toolkit. The committee is also planning an equity training event for WIB members. A request for funds will be submitted for the event which is being planned for this spring.

Membership Committee: Wilson reported that this committee will continue to focus on member diversity as seats open.

Tech Committee: This committee will focus on highlighting, amplifying, and connecting existing resources.

Policy & Oversight Committee: The WIB's policy platform is being rewritten. It will be shared with the WIB soon.

Partnership & Outreach Committee: Duffy reported that this committee is developing a matrix of workforce organizations in Ramsey County and conducting a mini audit of existing communications tools.

Other

No other topics were discussed.

Adjourn

The meeting was adjourned at 8:55 AM.

The next Executive Committee meeting is Wednesday, March 24, 7:30-9:00 AM.