

Workforce Innovation Board of Ramsey County
Executive Committee Meeting Minutes
Friday, January 28, 2022, 7:30am - 9:00am
Meeting held using Zoom Video Conference

Committee Members Present

Chris Duffy
Chad Kulas
Tony Lusiba
Jim McDonough
Don Mullin
Paul Nikstad
Elisa Rasmussen
Mary Russell
Ramona Wilson

Members Absent

Sean Mullan-EA
Chris Tolbert

Staff/Guests Present

Ling Becker, Workforce Solutions
Mariann Macalus, Workforce Solutions
Becky Milbrandt, Workforce Solutions
Rachael Molenaar, Workforce Solutions
Melody Santana-Marty, Finance

Call to Order and Land Acknowledgement

Chair Kulas called the meeting to order at 7:31am and read the Land Acknowledgement

Approve November Minutes

Motion (Mullin/McDonough) to approve the November 17, 2021, minutes as presented. Motion carried unanimously by chat vote.

Conflict of Interest Statement

Chair Kulas asked everyone to review the statement, e-sign and return it to Milbrandt.

WIB Financial Report

Santana-Marty reviewed the November-December 2021 financial report. All transactions were routine.

Motion (Nikstad/Rasmussen) to accept the November-December financial report as presented. Motion carried unanimously by chat vote.

Amended 2022 WIB Budget

Santana-Marty reviewed the 2022 Amended Budget which contained actual year end totals. Becker explained what is included in the Strategic Priorities line item.

Motion (Nikstad/Rasmussen) to recommend approval of the Amended 2022 WIB Budget as presented. Motion carried unanimously by chat vote.

Youth Employment Services Vendor Selection Update

Molenaar explained the selection and timeline process. The contracts with the current vendors will end on March 31, 2022. Molenaar also explained the next steps in the contracting process once the selected vendors are disclosed. Becker stated that the community engagement work on this Request for Proposals was done with the help of Bridgemakers.

One-Stop Operator Request for Quote

Milbrandt gave an overview of the One-Stop Operator (OSO). This proposed request, which will be released in early February, is on behalf of the WIB. The two primary roles of the partners are to ensure that services delivered through the CareerForce Center meet the needs of customers and meet certification requirements. Milbrandt also provided the duties of the OSO established by the WIB and reviewed the timelines of the Request for Quote.

Motion (McDonough/Wilson) to recommend the approval of the Request for Quote as presented. Motion carried unanimously by chat vote.

Membership

Committee Appointments: Becker shared a little about Shaina Abraham, the coordinator for the Right Track program. She is seeking appointment to the Youth Committee. Rasmussen shared the reason for her switch from the Equity Committee to the Construction-Green Jobs Committee. Becker reviewed the vacancy report and shared potential replacements and the interest to restart the Membership Committee.

Motion (Duffy/Lusiba) to approve the WIB Chair’s appointments of Abraham to the Youth Committee and Rasmussen to the Construction-Green Jobs Committee. Motion carried unanimously by chat vote.

Action Planning Update

Becker gave a summary of the October action planning session and the work done up to this point with each of the Committees. Each Committee has identified three to six action items and key performance indicators. This Committee needs to align the strategies for all the committees in four areas: Systems Innovation, Systems Alignment, Support and Leadership, Employer Engagement and Inclusion and Culturally Responsive Leadership. Discussion resulted in the following:

Executive Committee		
Action	Timing	Strategic Areas
Convene Industry sectors to address Industry/Workforce alignment as COVID -19 reshapes occupational demand: <ul style="list-style-type: none">Lead Healthcare Career Pathway Community Task Force	Q2 2022	Systems Alignment, Support and Leadership Employer Engagement and Support System Innovation
Support ARPA funding efforts and other relief funding opportunities as they become available	On-going	Systems Innovation
Set aside program snapshot time at each EC meeting to focus on a program with deeper conversation improvement opportunities and issues identification.	On-going	Systems Alignment, Support and Leadership
Align and measure again ECIP and support small business/entrepreneurship development	On-going	Systems Innovation
Receive regular committee updates from Policy/Oversight and Youth and review at EC meetings (quarterly)	On-going	Systems Alignment, Support and Leadership

Policy Update

Becker provided an update on the WIB’s Policy Statement. There were minor changes to strengthen digital equity, add permanent changes to waivers and streamline processes, and add a request for using surplus funding on a one time investment in career counselors in schools.

Director Updates

Becker gave the following updates:

Local and Regional Planning: Local Plans that were submitted last April have been approved by DEED. A plan update will be due this summer.

Metro Regional Job Fairs: These are done in partnership with other metro area counties, focusing on healthcare, manufacturing, transportation, construction, IT, multi-cultural, trans-equity and youth.

ARPA Funding: This effort will be done in collaborating with the City of St. Paul to co-invest in decreasing economic disparities through Earn and Learn Models, youth and young adult employment and

removing barriers to employment by focusing on drivers' licenses. All of these align with the Economic Competitiveness and Inclusion Plan.

February WIB Meeting: The proposed agenda was shared.

Other: DEED Deputy Commissioner Hamse Warfa moved on to a position in the Biden Administration. There will be a hiring event for Afghan refugees at the CareerForce location.

Other

McDonough requested the link for the February 1 county board workshop be shared.

Becker stated that the WIB will hold a workshop with the County Board on April 19. A save the date will be sent to all Executive Committee members.

Adjourn

The meeting was adjourned at 8:49am.

The next Executive Committee meeting is Wednesday, March 23, 2022, 7:30-9:00am.