

**Workforce Innovation Board of Ramsey County**  
**Executive Committee Meeting Minutes**  
Wednesday, May 26, 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  
Chris Tolbert

**Members Absent**

Ramona Wilson-EA

**Staff/Guests Present**

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

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**Call to Order and Land Acknowledgement**

Meeting was called the meeting to order at 7:34am. Russell read the Land Acknowledgement.

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**Approve March Minutes**

**Motion (McDonough/Nikstad) to approve the March 24, 2021 minutes as presented. Motion carried unanimously by roll call.**

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**WIB Financial Report**

Becker provided an overview of the March/April Financial Report, noting no unusual revenues or expenditures. Milbrandt explained the \$10.18 expense under Meeting and Miscellaneous expenses was for publishing the required 30-day Local Plan public notice in the local newspaper. Becker stated that if approved, funding requests being proposed today will be taken from the Strategic Priorities budget.

**Motion (Rasmussen/Nikstad) to accept the March/April 2021 Financial Report as presented. Motion carried unanimously via roll call.**

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**Funding Requests**

*Inclusive Employer Cohort:* Rasmussen presented a summary of the funding request for the Equity Committee's Inclusive Employer Cohort which has a potential September start date. The cohort will consist of 20 small- to mid-sized employers committed to building a more inclusive workplace. The Center for Economic Inclusiveness will facilitate ten 90-minute sessions over a year, covering such topics as hiring practices, retention strategies, culture, leadership development, and possible a capstone project.

**Motion (McCabe/Tolbert) to approve \$13,000 in WIB Strategic Priorities funding for the Inclusive Employer Cohort. Motion carried unanimously via roll call.**

*Job Fairs:* Becker gave an overview of the funding request for the in-person job fairs planned for this summer and fall. Funding will cover venue fees, equipment rental, advertising through culturally specific media channels to reach disconnected job seekers and other direct expenses. Becker will reach out to Tolbert for help with advertising the events.

**Motion (McDonough/Russell) to approve up to \$10,000 in WIB Strategic Priorities funding for job fairs. Motion carried unanimously via roll call.**

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**Designation of Local Workforce Development Area**

Milbrandt reviewed the request for re-designation as a Workforce Development Area request due to DEED by May 30. This type of request is due to the state every two years.

**Motion (Russell/Nikstad) to approve submitting the letter requesting subsequent designation as a Workforce Development Area as presented. Motion carried unanimously via roll call.**

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### **Director Updates**

*National Emergency Grant:* Becker explained that DEED allocated around \$300,000 for this grant program that will serve 30 Ramsey County Residents through June 2022. Participants will receive career services, training services, and subsidized wages. Workforce Solutions will collaborate with existing Dislocated Worker contracted providers, Goodwill Easter Seals and Hired, on this grant.

*American Rescue Plan (ARP):* Becker shared an overview of the ARP funding. The County Board is looking strategically at how to allocate the over \$100M in APR funds it will receive. These funds can be spent through 2026 if obligated by the end of 2024. There are five tier funding principals ranging from meeting immediate needs (tier 1) to transformational systems change (tier 5). The County's goal is to invest a significant amount in tier five. Becker mentioned the Right Track Plus program which will be ARP funded and targets tier 1 resources to youth and young adults.

*Workforce Development Fund:* No discussion

*Tech Report Meeting:* Becker reviewed the meeting with city, county, and WIB leaders on how to leverage the Tech Report. Next steps include discovering what other information is missing and bring together stakeholders for a community conversation.

*June WIB Meeting:* The agenda was presented and chairs from the committees gave a brief overview of their agenda item.

*Other:* No discussion

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### **WIB Membership**

*Appointments and Reappointments:* Milbrandt presented the new appointments and reappointments for the 2021-2023 term. The membership dashboard was also shared, which reflects an increase in the WIB membership's ethnic diversity.

**Motion (Duffy/Nikstad) to recommend the reappointments of Becky Degendorfer, Lisa Guetzkow, Chad Kulas, Cindy Larson, Tony Lusiba, James McClean, Jim McDonough, Yolanda McIntosh, Sean Mullan, Donald Mullin, Koami Pedado, Sheri Riemers, Julie Thiel, Chris Tolbert, Tanya Velishek, Ramona Wilson, and Tracy Wilson to the WIB for 2021-2023 term. Motion carried unanimously via roll call.**

**Motion (Nikstad/Mullan) to recommend to the County Board the appointments of Karen Gerdin and Catherine Fair to the WIB and to invite Scott Herold to apply to serve on the Youth or Equity Committee. Motion carried unanimously via roll call.**

*Committee Appointment:* Milbrandt explained that at-large members of the Executive Committee must be reappointed every two years. Tolbert and Russell are both seeking reappointment.

**Motion (Rasmussen/Duffy) to approve the reappointments of Chris Tolbert and Mary Russell to the Executive Committee for a two-year term. Motion carried unanimously via roll call.**

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### **2021 Committee Updates**

Committee chairs Nikstad (Youth Committee), Duffy (Partnership & Outreach Committee), Rasmussen (Equity Committee), Mullan (Policy and Outreach Committee), and Lusiba (Tech Committee) provided brief updates on their respective committees. Milbrandt spoke about the Membership Committee update.

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### **Adjourn**

The meeting was adjourned at 8:56 AM.

The next Executive Committee meeting is Wednesday, July 28, 7:30-9:00 AM.