

Workforce Innovation Board of Ramsey County
Executive Committee Meeting Minutes
Friday, November 18, 2020, 7:30-9:00am
Meeting held using Zoom Video Conference

Committee Members Present

Chad Kulas
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

Call to Order

Chair Chad Kulas called the meeting to order at 7:30 am.

Approve September and October Minutes

Motion (Rasmussen/Mullan) to approve the September 25 and October 28, 2020 minutes as presented. Motion carried unanimously by roll call.

WIB Financial Report

Pratt explained that she is working to reconcile the Direct WIB Support totals, which will likely end the year around under \$70,000.

Motion (Rasmussen/Mullan) to accept the September/October financial report as presented. Motion carried unanimously via roll call.

2021 WIB Budget

Pratt provided an overview of the proposed 2021 budget. When the 2020 WIB Support is adjusted, she estimates approximately \$70,000 of underspending to carry forward to 2021. By hiring a Planner to do 60% WIB support and having a Workforce Solutions Admin do WIB support 10-15% of the time, Becker anticipates getting more support for less money. The increase in revenue is due to additional MFIP allocation. The 2020 year-end numbers will be provided on the January 2021 report.

Motion (Rasmussen/Mullan) to recommend the 2021 WIB Budget as presented. Motion carried unanimously via roll call.

Infrastructure Funding Agreement (IFA)

Becker explained that WIOA requires all One-Stop partners to contribute to the operating costs of the One-Stop Center. The contributions are negotiated and documented in the IFA. Typically, the IFA is approved along with the MOU. However, DEED delayed the IFA for six months pending new guidance from the Department of Labor and is now asking for it to be approved across the state by the end of the year. Ramsey County's portion, which is expected to not change substantially, will be paid by Workforce Solutions, not the WIB. The impact to the partners is still being determined. Discussions about how to calculate cash and in-kind contributions are underway. Kulas will sign on behalf of the WIB when the IFA is completed.

WIB Membership Application

WIB Appointments: Kulas explained that the Mayor pushed back on the lack of diversity in the recent slate of WIB applicants. The WIB continues to be committed to member diversity, but there was some

urgency to get into compliance. Becker was able to recruit Robert Blake. Mr. Blake also serves on the Governor's Workforce Development Board, works in the solar industry and is of Native American descent. With this appointment by the City, the WIB will be at 34 members.

Motion (Russell/McCabe) to recommend the appointment of Robert Blake to the WIB. Motion carried unanimously by roll call.

2021 Meeting Schedule, Committees, Meeting Format and Appointments

The proposed 2021 meeting schedule was reviewed. The schedule will shift to most committees meeting the second week of the month except for the Executive and Youth Committees which will continue to follow their current meeting schedules. Other proposed changes:

- The Partnership & Equity Committee will become the Equity Committee.
- The Communications & Outreach Committee will become the Partnerships & Outreach Committee. Chris Duffy is willing to chair.
- A Tech Ad Hoc Committee will be added. Tony Lusiba has agreed to chair and will become an Executive Committee member.

Becker suggested doing some networking activities during committee meetings to help people get to know each other better, especially the new members. McCabe would like to see this happen in the middle to the meetings when the most attendees are present. Becker also does orientations to help new members get up to speed. The slate of committees, committee members and meeting format will be considered at the WIB meeting. No formal action was taken at this time.

Dislocated Worker and WIOA Adult Priority of Service Proposals

Becker proposed adding a Priority of Service (POS) for the Dislocated Worker program in anticipation of increased demand for services due to the pandemic. The proposal would have five levels of priority. Becker noted that a metro or statewide POS may be implemented if there is a growing widespread need. Legislation mandates that veterans and eligible spouses are the first priority. In 2019, the WIB approved a POS for the WIOA Adult program to open it up to more people. Under the current circumstances, Becker is recommending changes to the Adult POS. Mullan suggested confirming that the order of Priorities for the Adult POS is compliant with WIOA law before it is approved. Becker will clarify this, and the proposal brought to the WIB for approval. No formal action was taken at this time.

Director's Updates

COVID Response/CARES Act Funding:

- CareerForce locations across the state are still closed with no plans to open until early- to mid-2021. Career Labs in Ramsey County are filling the gap. There are many success stories.
- Amanda LaGrange from Tech Dump will be at the WIB meeting to talk about the TechPak program.
- Workforce Solutions continues to partner with and support community organizations. The Resiliency Fund is helping to keep workforce organizations viable.
- Another round of small business grants is opening today.
- Continuing the partnership with the chambers and United Enterprise Labs on internships for COVID impacted new graduates may be an area the WIB considers investing some strategic priority funds.
- Workforce Solutions is hosting Level Up Week, a week of virtual events for young people who are part of the CARES projects. Nikstad will be a panelist at the community conversation with youth on December 1. Becker will send the link to this event out to the WIB. Mental health supports have been layered into this effort. This is another strategic investment area for the WIB to consider. McDonough mentioned an opportunity to partner with the Ramsey County Children's Mental Health Collaborative next year, particularly on work with 18-25year olds.
- Targeted outreach on rent and food assistance and workforce service is being done by Ramsey County. 17,000 postcards were sent to people who still owe property taxes and to renters in

certain census blocks. There has also been culturally specific targeted media on radio and streaming platforms.

December WIB Meeting: Becker stated that since there will be a presentation by Tech Dump at the WIB meeting, this might be a good time to share information about the Tech Committee.

Other: NO other items were discussed.

2021 Committee Work Plans

Becker provided an update on the Economic Competitiveness and Inclusion Plan. The County Board is expected to approve the Plan in March, which will inform the WIB's work. Becker is proposing the WIB adopt a short term (6-9 month) work plan. The committees will discuss what they want to add to their current priorities in January and a new dashboard created. The new work plan could then be adopted in February. Becker suggested the Executive Committee continue to lead the workforce recovery efforts, engage with the Economic Competitiveness and Inclusion Vision Plan, continue to oversee and support WIOA efforts, and assess community engagement efforts.

Other

No other items were discussed.

Adjourn

The meeting was adjourned at 8:40 am.

Next meeting: December 23, 2020, 7:30-8:30 am Workforce Recovery Workshop