

**Workforce Innovation Board of Ramsey County**  
**Executive Committee**  
September 28, 2018  
**Minutes**

**Committee Members Present**

Toni Carter  
Butch Howard  
Paul Nikstad  
Karin McCabe  
Sean Mullan  
Chris Tolbert

**Members Absent**

Mary Russell-EA

**Staff/Guests Present**

Leon Boeckermann, Ramsey County  
Chad Kulas, Midway Chamber  
Becky Milbrandt, WIB Staff

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**Call to Order**

Chair Karin McCabe called the meeting to order at 7:35 am.

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**Approve July Minutes**

**Motion (Mullan/Howard) to approve the July 27, 2018 minutes as presented. Motion carried.**

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**WIB Financial Reports**

Boeckermann stated that all expenses are routine.

**Motion (Howard/Mullan) to accept the July/August 2018 financial report as presented. Motion carried.**

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**2018 Budget Amendment**

**Motion (Carter/Nikstad) to approve the amendment to the 2018 WIB budget as presented. Motion carried.**

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**WIB Website**

Boeckermann explained that Ramsey County could host the WIB website at no cost. Carter noted that this will save money and could increase visibility. The WIB will maintain the current URL. Since the invoice for a year of web hosting was recently paid, Milbrandt will check to see if the WIB could receive a prorated refund for moving the site immediately.

**Motion (Mullan/Howard) to approve moving the current WIB website from Go Daddy to the County website server. If a prorated refund is not available, the website will remain on the Go Daddy server until the renewal date. Motion carried.**

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**WIB Membership**

*WIB Chair-Elect:* McCabe announced that Kulas has expressed interest in serving as WIB Chair-elect.

Nominations will take place at the October WIB meeting.

*Vacancy Report:* McCabe reported that Elena Gaarder has been appointed to the WIB. The vacancy report was reviewed.

*Recruitment:* Carter suggested following up with Deb Foster (Ain Dah Yung Center). Kulas agreed to contact the Saint Paul Chamber young professionals and minority professionals groups as a source for prospective business members.

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**Partner MOU/Infrastructure Funding Agreement (IFA)**

Boeckermann reported that the MOU and IFA have been reviewed and signed by all partners. As was explained at the last WIB meeting, the plan was submitted to DEED prior to the August 30 deadline. The WIB will be asked to approve the agreement retroactively in October.

**Motion (Carter/Tolbert) to recommend approval of the Partner MOU/Infrastructure Funding Agreement as presented. Motion carried.**

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### **Benefits Cliff**

Boeckermann explained that analyzing minimum wage benefits cliffs is incredibly complex. An analysis created by Ramsey County staff outlining the initial, intermediate and most significant benefits cliff thresholds was distributed and reviewed. Boeckermann was asked if the impact of youth income on the household and carve outs for those with disabilities could be added. Once complete, the updated document will be sent to the full WIB. Tolbert shared information about the Citizens League report and the ordinance approval process. He noted that the Citizens League did not make a recommendation, rather they presented three options. Tip credits and training carve outs were considered in the report. Tolbert felt confident that a minimum wage bill will pass. Yet to be determined are the carve outs and phase in periods. Howard commented that most employers are already paying well above the current minimum wage to attract workers. He explained that the problem with having different phase in periods for large versus small employers is that the small businesses will have to raise wages sooner than required in order to compete with the large businesses for workers. The Policy Committee will discuss the analysis at their October meeting. It will also be discussed further at the December WIB meeting.

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### **Committee Reports**

*Youth Committee:* Nikstad provided an update on the Summer Youth Employment and Outreach to Schools (OTS) Programs. He explained that the OTS program has a budget shortfall for the 2018-2019 school year. Currently the program has funds for four interns to work 133 hours each, which is 100 hours short of the goal of 233 hours per intern. He asked the Executive Committee to consider approving additional funds for the 2018-19 program. The need for and benefits of the program were discussed. Nikstad believed that offering credit or supervision hours could also incentivize the intern but this would require some additional coordination with the high schools. Carter suggested contacting the Ramsey County lobbyist to advocate for more funding by the legislature. McCabe asked Workforce Solutions staff to look into alternative funding sources, such as grants and incentive programs. It was also suggested that staff research models to sustain and expand this program so all high schools in Ramsey County have the opportunity to have an intern. It was noted that the \$5,000 in funding from the WIB in 2017-18 was returned because it wasn't spent.

**Motion (Carter/Mullan) to recommend fully funding the 2018-2019 Outreach to Schools program using \$7,121.20 from the WIB's strategic priorities budget. Motion carried.** The Funding Request Form will be sent to the full WIB for consideration at the October 6 meeting.

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### **Workforce Solutions Staffing Update**

Boeckermann reported that the lead accountant position has been vacant since last December. The position was recently offered to a candidate but she accepted another position. The job will be reposted immediately with hopes of filling it quickly. The interim accountant will continue to fill in until a permanent accountant is hired. Boeckermann stated that he is unsure when the County will proceed with posting for the Director position, but he felt it will likely be before the end of this year.

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### **Other**

There was brief discussion about the 2019 committee meetings, which will continue to be held on the fourth Friday of odd months. The schedule will be voted on at the November meeting.

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### **Adjourn**

The meeting was adjourned at 8:52 am.

**Next meeting:** November 30, 2018 in the Glass Room, 90 W. Plato Blvd