

**Workforce Innovation Board of Ramsey County  
Partnership & Outreach Committee Meeting Minutes**

Tuesday, January 9, 2024

2:00-3:00pm

Zoom Video Conference

**Committee Members Present**

Susan Jambor  
Chad Kulas  
Pamela Maldonado  
Trish Stevens  
Carly Voshell

**Members Absent**

**Staff/Guests Present**

Ling Becker, Ramsey County  
Mariann Macalus, Ramsey County  
Becky Milbrandt, Ramsey County

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**Call to Order & Land Acknowledgement**

Chair Jambor called the meeting to order at 2:02pm. Stevens read the land acknowledgement aloud. All in attendance introduced themselves.

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**Approve November Minutes**

**Motion (Kulas/Stevens/Voshell) to approve the November 14, 2023 meeting minutes as presented.  
Motion carried unanimously by chat vote.**

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**Conflict of Interest Acknowledgement**

Jambor shared the policy and reminded everyone that any WIB or committee member who has a conflict of interest should abstain from discussion and voting. Milbrandt explained that the policy is reviewed by every committee and the WIB each year. In the past, committee members have been asked to sign an acknowledgement form, but the acknowledgement process is being simplified this year to instead ask members to read the policy and acknowledge their responsibility in abstaining as necessary.

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**Committee Work Plan/Project Updates**

*Inclusive Employer Toolkit:* Becker provided an update that the toolkit, which aims to help employers provide a more welcoming and inclusive workplace for all, is available online with the ability to download. The pdf will be updated a couple times a year, notebooks have been ordered which includes the QR code, and outreach efforts are underway. Discussion around opportunities for distribution include Right Track employers, media/ad buys, human resources organizations such as SHRM, and creating a tabletop banner for chamber events.

*Inclusive Workplaces Cohort:* Milbrandt shared information on the upcoming launch of the 3<sup>rd</sup> cohort which is a full year session with up to 20 businesses. The focus is to reach out to small and mid-size businesses. She asked committee members to help with the outreach. The deadline for participant applications is January 31.

*WIB Annual Report:* Milbrandt shared plans and the timeline for the 2023 annual report stating it is similar to last year. She shared suggested theme ideas for both 2023 and 2024 and indicated the process has been started to develop a graphic/image that can be used for several years. Committee members thought the continuity is helpful and how the investment is being made in people and partnerships. The report will be launched in early April, shortly after approval by the WIB.

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**Director Update**

Becker highlighted the following events:

- Sharing of WIB Initiatives
  - Inclusive Hiring Connections Summit: The Summit is January 24, 8:30am -1pm.  
Everyone is asked to share this event with their network. WIB members are asked to help

- in a variety of ways such as being a greeter, hosting a breakout room or moderating a plan and should contact Milbrandt if able to volunteer.
- Top Workforce Trends to Watch: RealTime Talent’s Senior Director of Strategic Research will share an in-depth report centered on the top trends that will shape Ramsey County’s workforce in 2024 and beyond. The webinar is January 17 at noon. This is another opportunity for WIB members to share out to their network.
  - Inclusive Employer Champions: The contractual relationships with local chambers and economic development organizations has been renewed. The goal is to increase connections to the business community and raising awareness of workforce resources. Becker provided an overview of their 2024 work plans and noted that this committee will have the most direct engagement with the events that the WIB is sponsoring.
  - 2024 Youth Workforce Champions Award: This was formerly known as the Vern Vick Award. The award has been revamped to honor two community leaders each year by awarding a Legacy and a Rising Star Award. Nominations for these two awards are due March 14.
  - 2024 Employment Engagement Calendar: This calendar will help coordinate planning around events such as job fairs, future of work events, industry and themed months coordinated with DEED, partner events, such as Career Connect Day, fair opportunities activities and other targeted population events.
  - DEED Drive for Five: The WIB, along with the workforce boards of the city of Minneapolis and Hennepin County, and the Minneapolis and Saint Paul Chambers applied for a Drive for Five competitive grant. This is a new grant to prepare more Minnesotans for high-demand jobs in five occupational categories: technology, labor, caring professions, manufacturing and education. It prioritizes training for populations that face the largest disparities in employment - people of color, people with disabilities, people who lack stable housing and other people who face barriers to family-sustaining employment.
  - Inclusive Employer Network: Becker explained that the idea is to track and recognize inclusive employers. She asked if this committee is interested in adding this to their work plan which would entail developing the categories/qualifications for recognizing employers. This will be discussed further at an upcoming committee meeting.

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### **Action Plan Update and 2024 Work Plan**

Becker provided a recap of the action plan strategies for this committee, noting the need to evaluate the Ramsey County Means Business website and support an inclusive employment network strategy, which was discussed in the prior agenda item. The strategies to share and communicate WIB initiatives and provide general feedback for Workforce Solutions communication materials has started and is ongoing. A strategy that was left out but will be added is the connection point to the Champions.

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### **Other**

No further items were discussed.

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### **Adjourn**

The meeting was adjourned at 3:00pm.

**Next meeting:** Tuesday, March 12, 2024, 2-3:00p via Zoom