

**Workforce Innovation Board of Ramsey County
October 6, 2016
Meeting Minutes**

WIB Members Present

Mike Chanaka
Judy Donohue
Clarence Hightower
Butch Howard
Karin McCabe
James McClean
Sheila Olson
Kate Probert
Mary Russell
Chris Tolbert
Dee Torgerson
Jim Wroblewski

Members Absent

Toni Carter
Carrie Cisek-EA
Marie Ellis
Michael Fondungallah-EA
Larry Gilbertson-EA
Trixie Golberg-EA
Chris Kondo-EA
Chad Kulas
Sean Mullan-EA
Don Mullin
Tim O'Brien
Joe Richburg-EA
Danielle Taylor
Ramona Wilson
Tracy Wilson-EA
Mike Zipko

Staff/Guests Present

Bridgett Backman, Workforce Solutions
Karyn Berg, Workforce Solutions
Patricia Brady, Workforce Solutions
Mark Brinda, Greater Metropolitan Workforce Council
Jen Fairbourne, Lutheran Social Svcs.
Nerita Hughes, Workforce Solutions
Monica Jones, Lutheran Social Svcs.
Neng Lee, DEED
David Manthey, Job Corps.
Rebecca Milbrandt, WIB Staff
Greg Mellas, Metro State
John O'Phelan, Workforce Solutions
Dennis Johnson, Vocational Rehab.

Call to Order

At 2:39 p.m., Howard declared that a quorum had not been met and no action would be taken during the meeting. Guests introduced themselves.

Announcements

Howard read the following announcements:

- Welcome to the Workforce Investment Board of Ramsey County meeting. We especially welcome our partners and guests. Thank you for joining us today.
- Marie Ellis, Director of Public Affairs and Legal Counsel for the Saint Paul Area Chamber of Commerce was recently appointed to the WIB. Welcome, Marie!
- Thank you to all the WIB members who attended last week's workshop with the County Board. An update on the workshop will be given later in today's meeting.
- Ramsey County Workforce Solutions' Life Long Learning Initiative was featured in the October issue of Governing Magazine. The Lifelong Learning Initiative offers a new approach to help families onto long-term career pathways with sustaining wages. Copies of the article can be found on the counter. A link to the article is also on the News Room page of the WIB's website.
- Ramsey County Workforce Solutions was selected as one of nine teams to participate in the Health and Human Services National Academy. The goal of the Academy was to create programs for residents/families using career pathways models and lifelong learning concepts. The team included representatives from the community, Minnesota Dept. of Human Services, WIB, St. Paul College, Goodwill/Easter Seals, Workforce Solutions, and Ramsey County Human Services.
- Thank you to Sheila Olson and the staff of Goodwill Easter Seals for hosting today's meeting and for providing refreshments.
- The next WIB meeting is December 1, 2:30-4:30 at Metro State University. We appreciate your efforts to attend!

Approve Consent Agenda
October Agenda
August Minutes
2017 WIB Meeting Schedule

No action was taken.

Approve WIB Financial Report

No action was taken.

Vern Vick Award

McCabe provided a brief history of the Vern Vick Award and recipient selection process. She presented Fairbourne with the award for 2016. Fairbourne shared her passion for working with youth. She thanked the WIB and the Youth Committee for the honor.

Updates

Greater Metropolitan Workforce Council (GMWC): Brinda is serving as Director of the GMWC on a part-time basis through May 2017. In this role, he will coordinate regional conversations and bring the network of regional workforce partners together as called for in WIOA. Business development, career pathways and transportation will be looked at from a regional scale. Brinda also reported on the status of the Regional Plan which is due in early 2017. When asked what he needs from the WIB, Brinda stated that he will continue to work with Brady to understand the direction Ramsey County is taking and come back with requests for support as needed.

MWCA Summer Meeting: McCabe provided a report on the meeting in Duluth. She appreciated discussions about the commonality of challenges around the state and the sharing of best practices. She encouraged WIB members to attend the upcoming winter meeting.

TalentLEAD: Hughes explained that TalentLEAD is the new name of the Dislocated Worker program. The new name conveys a message to employers that clients are qualified candidate for employment. A new website and brochure have been created. Since the site was launched in August, 26,000 people have looked at the site; an increase of 75%.

County Board Workshop: Howard shared details from the workshop with the Ramsey County Board. He commented on the high level of engagement by all of the County Commissioners and the positive input on the strategic plan. McCabe presented the demographics dashboard.

Workforce Center: Brady reported on the evacuation of the North Saint Paul WorkForce Center and search for a new affiliate service delivery site in suburban Ramsey County. She commended staff, the Maplewood Library and others for their efforts to ensure there were no gaps in service delivery. DEED has declared the Fairview location the official comprehensive WorkForce Center in Ramsey County. Brady stated that after looking at 20 properties, a new space in North Saint Paul has been identified. This location would house Workforce Solutions staff and serve as an affiliate site. The next step is to go to the Ramsey County Board for approval of the lease. Community engagement efforts are underway to benchmark the customer service experience offered at businesses such as the Apple Store. Wroblewski stated that the hospitalization of two State employees for airborne allergen related illnesses was the cause of the sudden evacuation of the North Saint Paul site. He reported that Job Service, REA and Vocational Rehabilitation have been relocated to the Fairview site. He welcomed other partners to be part of that WorkForce Center.

Committee Reports

Business Services Committee: No update.

Policy Committee: Chanaka shared the strategic goals approved by the committee. Next steps will be to develop an advocacy timeline and a policy agenda that is targeted at the needs of Ramsey County.

Youth Committee: McCabe shared the committee's four approved goals. She also reported on plans to add youth members to the Youth Committee and for listening sessions with youth to better understand their stories and barriers. McCabe noted that the elimination of racial inequities was added to the committee's primary function and each meeting will begin with an equity grounding exercise.

Integration Committee: Russell and Backman provided an update on the committee's focus on in-demand industry sectors, sector based strategies, and grant funded projects. Russell noted that the strategic objective and primary function have been modified to reflect the new language of WIOA. McCabe suggested the committee consider adding women in non-traditional roles as an area of emphasis. Backman shared information about the various research projects, training grant projects, and special opportunity grants currently being operationalized by Workforce Solutions. Hughes shared a success story about a young man in the Youth at Work program.

WIB Strategic Plan

No action was taken.

Other

No other items were discussed.

Adjourn

Howard adjourned the meeting at 4:31p.m.

The next WIB meeting is December 1, 2:30-4:30, at Metropolitan State University, Ecolab Room - 700 7th Street E., St. Paul