

**Workforce Innovation Board of Ramsey County
April 6, 2017
Meeting Minutes**

WIB Members Present

Mike Chanaka
Clarence Hightower
Chris Kondo
Chad Kulas
Karin McCabe
James McClean
Sean Mullan
Sheila Olson
Kate Probert
Joe Richburg
Jennifer Roettger
Mary Russell
Danielle Taylor
Chris Tolbert
Ramona Wilson
Tracy Wilson
Anivuin Xiong

Members Absent

Toni Carter-EA
Carrie Cisek-EA
Marie Ellis-EA
Michael Fondungallah
Larry Gilbertson-EA
Trixie Golberg
Butch Howard-EA
Don Mullin
Tim O'Brien
Dee Torgerson-EA
Jim Wroblewski
Mike Zipko-EA

Staff/Guests Present

Bridgett Backman, Workforce Solutions
Ben Baglio, MWCA
Karyn Berg, Workforce Solutions
Patricia Brady, Workforce Solutions
Foster Hackett, Advanced Design
Contracting
Nerita Hughes, Workforce Solutions
Vera Johnson, Workforce Solutions
Greg Mellas, Metropolitan State Univ.
Rebecca Milbrandt, WIB Staff
Tim O'Neill, DEED
Paul Nikstad, HHH Job Corps.
Allie Bezat Riley, Hmong American
Partnership
Noel Nix, Ramsey County

Call to Order

In the absence of the Chair, Chair-Elect Karin McCabe called the meeting to order at 2:39 p.m. All those in attendance introduced themselves.

Announcements

McCabe read the following announcements:

- Welcome to the Workforce Innovation Board of Ramsey County meeting. We especially welcome our partners and guests. Thank you for joining us today.
- Thank you to Sheila Olson and the staff of Goodwill Easter Seals for hosting today's meeting.
- Jennifer Roettger, Manager of Talent Acquisition for HealthEast, was recently appointed to the WIB. Welcome, Jennifer! We also welcome Foster Hackett of Advanced Design Contracting and Kristin Guild from St. Paul Planning and Economic Development. Both have submitted applications for membership.
- Please consider attending Sen. Franken's Advancing Career Pathways Summit on Monday, April 17, 8:30 am-12:00pm at the Minnesota Department of Education in Roseville. An invitation with a link to RSVP was sent to you via email last week. Please contact Becky with questions.
- The next WIB meeting is June 1, 2:30-4:30 at Goodwill-Easter Seals. We appreciate you making this meeting a priority.

Approve Consent Agenda

April Meeting Agenda

February Meeting Minutes

PY17 Unified Local Youth Plan

Motion (Chanaka/Kondo) to approve the Consent Agenda as presented. Motion carried.

WIB Financial Reports

Motion (Mullan/Richburg) to approve the January and February 2017 financial reports as presented. Motion carried unanimously.

Youth Employment Services Contract

Backman reported on plans to not renew the current youth services contract with HIRED. She praised the work of HIRED, stating that the reason for not renewing the contract is financial. Backman also explained that Workforce Solutions has the capacity to bring the caseloads in-house. McCabe reported that the contract non-renewal was reviewed and recommended by the Youth and Executive Committees.

Motion (Richburg/Chanaka) to approve the non-renewal of the Youth Vendor Contract ending May 31, 2017. Motion carried. Probert abstained.

One Stop Operator RFQ

Brady provided an update on the federally mandated RFQ process. She explained that evaluation team members may not speak to any applicant. It was noted that Ramsey County Procurement is assisting with this process. Brady reviewed the timeline, noting that the contract start date is July 1, 2017. The Executive Committee reviewed the RFQ document and recommended approval.

Motion (McClellan/Chanaka) to ratify the Executive Committee's recommended approval of the One Stop Operator Request for Quotes as presented. Motion carried. Probert abstained.

Updates

NAWB Conference: McCabe reported on her experience attending the conference. She felt that it was beneficial for her and a good use of Howard's and her time. Brady stated that there are many seminars offered, providing lots of opportunities to increase learning. She also gave a brief summary of the advocacy day at the U.S. Capitol.

WIOA-TANF Integration Presentation: Hughes and Probert provided a summary of the presentation they gave at the NAWB Conference, highlighting opportunities for collaboration created by WIOA. Details on the employer ladder of engagement, Pipeline to Prosperity initiative, and a collaborative reentry pilot program between Workforce Solutions and Ramsey County and Dakota County Corrections Department were shared. A copy of the full presentation will be made available for WIB members.

Regional Plan: Brady reported that the Plan was completed on March 31. The Plan includes the formation of a regional board made up of 24 Local Elected Officials, WIB Chairs, and businesses. The Regional Plan documents will be shared with the WIB.

Facilities: Brady reported that Workforce Solutions has moved into its new space in North Saint Paul. She stated that there will be a series of soft openings. Brady thanked the WIB for providing lunch for staff during the move.

Federal and State Workforce Budget Update

Baglio provided updates on the federal and state budget projections. It is anticipated that there will be cuts at the federal level, however not many details are known at this time. Baglio also explained that proposed cuts in the Workforce Development Fund are not as severe as the projected cuts in other areas. The Minnesota Workforce Council Association (MWCA) will continue to monitor the budget as it goes through reconciliation. The MWCA Day at the Hill is April 25, with breakfast from 8:00-9:30, followed by legislative meetings. Baglio offered to assist with making appointments for WIB members to meet with legislators.

Committee Reports

Business Services Committee: Richburg reported that the committee heard a report from Luke Weisberg on the employment ladder of engagement. When completed, it will be shared with the full WIB. The committee also reviewed the WIB's outreach plan. The plan leverages current WIB members' networks in order to broaden awareness of the work of the WIB and the opportunities available to businesses.

Policy Committee: Mullan shared additional information on the MWCA Day at the Hill. He noted that the WIB's policy statement aligns with MWCA's platform. Milbrandt will send out the WIB's policy statement to anyone interested in attending. Mullan also reported that the committee will be broadening its role to provide policy insight on internal policies. Mullan also shared information on an issue brought

to the committee by a stakeholder group interested in a career pathway for Personal Care Attendants. He explained that after some consideration, the committee decided not to move this effort forward.

Youth Committee: McCabe reported that the Youth Plan was reviewed. Employers interested learning more about partnering with Workforce Solutions on the summer youth program were encouraged to pick up a flyer.

Integration Committee: The Integration Committee's report was included in the WIOA-TANF Integration presentation discussion.

Other

Russell reported that HealthPartners is broadening the opportunities available to its interns in order to expose them to more areas of the business.

WIB Photograph

Photographs of all WIB members present were taken.

Adjourn

Upon completion of the agenda, McCabe adjourned the meeting at 4:27 pm.

The next WIB meeting is June 1, 2017, 2:30-4:30, at Goodwill/Easter Seals–553 Fairview Ave. N.