

**Workforce Innovation Board of Ramsey County**  
**June 1, 2017**  
**Meeting Minutes**

**WIB Members Present**

Toni Carter  
Mike Chanaka  
Marie Ellis  
Larry Gilbertson  
Kristin Guild  
Foster Hackett  
Butch Howard  
Chad Kulas  
Karin McCabe  
James McClean  
Sean Mullan  
Don Mullin  
Tim O'Brien  
Sheila Olson  
Kate Probert  
Mary Russell  
Danielle Taylor  
Chris Tolbert  
Ramona Wilson  
Tracy Wilson  
Jim Wroblewski

**Members Absent**

Carrie Cisek-EA  
Michael Fondungallah  
Trixie Golberg-EA  
Clarence Hightower-EA  
Chris Kondo-EA  
Joe Richburg  
Jennifer Roettger-EA  
Dee Torgerson-EA  
Anivuin Xiong-EA  
Mike Zipko-EA

**Staff/Guests Present**

Bridgett Backman, Workforce Solutions  
Karyn Berg, Workforce Solutions  
Patricia Brady, Workforce Solutions  
Mark Brinda, City of Minneapolis  
Karen Gerdin, St. Paul Public Schools  
Dennis Johnson, DEED  
Mike Lang, DEED  
Rebecca Milbrandt, WIB Staff  
Paul Nikstad, HHH Job Corps  
Sonja Simpson, Century College

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**Call to Order**

Chair Butch Howard called the meeting to order at 2:36 p.m. All those in attendance introduced themselves.

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**Announcements**

Howard 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.
- Foster Hackett of Advanced Design Contracting and Kristin Guild from St. Paul Planning and Economic Development were recently appointed to the WIB. Welcome to both of you.
- After more years than he cares to admit, Jim Wroblewski will be retiring from DEED on June 13. Best wishes in your retirement, Jim.
- We also extend our thanks and best wishes to Carrie Cisek, Tim O'Brien, Joe Richburg and Mike Zipko who are not seeking reappointment to the Board.
- The Minnesota Workforce Council Association is having its annual business meeting in Duluth on August 8-10. All WIB members are invited. If you are interested in attending, please contact Patricia or Becky as soon as possible so that conference and hotel arrangements can be made.
- The Regional Plan which you approved has been approved by the Governor's office. A special thanks to Commissioner Carter, Butch Howard and Karin McCabe for their participation in moving the Plan from the local area to the Governor's Office for final approval.
- Thanks to Butch Howard, Ramona Wilson, and Sean Mullan for being evaluators of the One-Stop Operator proposals.
- The next WIB meeting is August 3, 2:30-4:30 at Goodwill-Easter Seals. We appreciate you making this meeting a priority.

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**Approve Consent Agenda****June Meeting Agenda****April Meeting Minutes****Executive Committee Member Reappointment-Tolbert**

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

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**WIB Financial Reports**

**Motion (Carter/O'Brien) to approve the March and April 2017 financial reports as presented.**

**Motion carried unanimously.**

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**Workforce Innovation and Opportunity Act Review**

Brady provided a review of the Workforce Innovation and Opportunity Act. She highlighted each of the four key elements of the new law: governance, performance, youth services and partnerships/alignment. Brady stated that the biggest performance challenge is determining how to measure the effectiveness of services to employers. The PowerPoint presentation will be posted to the member page of the WIB website.

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**Regional Plan/Governance Board**

Brinda updated the WIB on regional efforts in the metro area. Highlights included:

- The identification of six key sectors or occupation clusters - healthcare, IT, manufacturing, construction, government, and professional services
- Approval of the Regional Plan which will be the guidepost for the next few years
- An emphasis on embedding equity into the Plan so that service strategies are meeting the needs of the labor force
- Improved coordination of regional initiatives
- Creation of a regional board consisting of 20-25 members, including LEOs, metro WIB Chairs, business, economic development, philanthropy, education and labor

Brinda explained that the Metro Workforce Council is the driving force for regional workforce development and responsible for coordination of the Regional Plan which will be implemented at the local level. Next steps are to establish a small nominating committee to design the board appointment process and criteria, solicit applications, and develop a recommendation to the existing board. It was noted that the regional board does not have more power or authority than local boards but the regional table will be larger, allowing for the local plan strategies to roll up into a regional plan and the state plan. The regional approach is also intended to help spread information more quickly. A copy of the approved Regional Plan will be posted on the member page of the WIB website.

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**One Stop Operator (OSO) Selection and Next Steps**

Brady provided an update on the OSO selection process and the duties of the OSO partnership. It was noted that the Ramsey County Procurement Department handled the RFP to keep the selection process impartial. Ramona Wilson, Sean Mullan and Butch Howard volunteered to evaluate the two proposals. Each shared their thoughts on the process and their rationale for selecting the consortium to be the OSO for WDA 15. Next steps include establishing two Memorandums of Understanding (MOU), one between the WIB and the consortium that will serve as the OSO and the other between the WIB and the workforce system partners that provide services in Ramsey County. These must be done by July 1 and will be shared at the August WIB meeting.

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**Committee Reports**

*Business Services Committee:* No report.

*Policy Committee:* Mullan reported that the legislative session is wrapping up. He also shared information about the Advancing Career Pathways Innovation Act being introduced by Senator Franken. This bill supports career pathways partnerships between K-12 education and business in order to train students in in-demand technical fields. The grant program sets aside funding for rural and native-serving areas.

*Youth Committee:* McCabe reported that Commissioner Huffman attended the last committee meeting. At the meeting, the committee heard reports on the OtS program, participated in a racial equity grounding exercise and toured the new North Saint Paul site. McCabe encouraged all WIB members interested in youth issues to consider joining.

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**Other**

Backman stated that she is looking for additional employer sites for youth summer work experiences. Those interested in hosting a youth at their site should contact Backman.

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**Adjourn**

Upon completion of the agenda, Howard adjourned the meeting at 4:17 pm.

The next WIB meeting is August 3, 2017, 2:30-4:30, at Goodwill/Easter Seals–553 Fairview Ave. N.