

Ramsey County Workforce Investment Board  
**Communication, Advocacy and Oversight Committee**

November 9, 2005  
**Minutes**

**WIB Members Present**

Patricia Brady  
Nancy Hendrickson  
Greg Lambert  
Deborah Montgomery  
Phil Saari

**Members Absent**

Gary Christensen  
Tom Macy  
Tom Klas  
Jackie Mlynarczyk EA  
Paul Nelson  
Willie Nesbit EA

**Staff/Guests Present**

Mary Jo Gardner, WIB CEO  
Kate Bates, WIB Staff  
Tom Triplett, Saint Paul Mayor's  
Office  
Denise Stephens, ESP  
Marcia Bay, ISEEK  
Janet Guthrie, Workforce Solutions

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**Call to Order**

Greg Lambert, Chair, called the meeting to order at 11:30 a.m.

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**Approve Minutes**

**Motion** made by Deb Montgomery with second by Patricia Brady to approve the minutes from September 9 as written.

**Motion passed**

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**MnBiz Presentation**

Marcia Bay and Denise Stephens were in attendance to present the ISEEK and MnBiz websites. Marcia Bay gave an overview of the ISEEK website, on which MnBiz is based, which links jobseekers with career and education resources, and links employers with job seekers. From this, MnBiz has been created to act as a one-stop for human resource information. The site is currently set-up to be utilized in the Twin Cities metro area, and the information it contains is geared towards our region. Eventually it will be expanded to include the whole state. Employers can use the site to find resources for their human resource needs, as well as be linked with organizations that can define solutions to their more complex issues. There are categories of information, including hiring, training, and retaining employees, employment law, labor market information and business resources. On the website, there is a section for feedback and all are encouraged to explore the site and offer feedback.

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**Update on 2006 Legislative Platform**

Mary Jo will be serving on the legislative committee of the MN Workforce Council Association where they will be defining their legislative platform in the next few months. Mary Jo will update the committee on this at the January meeting.

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**Update on 2005 Annual Report**

It is time to start working on the WIB's 2005 Annual Report. The Marketing and Advocacy committee does the majority of the work on this, and if anyone would like to be included on this project, please let Kate know. Jim Schultz has been volunteered to serve on this committee. The committee suggested looking at other WIB's annual reports to collect ideas for improving our own.

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**Update on Marketing and Advocacy Committee- Membership**

Aside from working on the Annual Report, the Marketing and Advocacy committee will be deciding how to spend the remaining 50% of the DEED marketing funds, as well as working on the 2006 legislative platform. Their next meeting is on November 29 at 3:00 at the Saint Paul Chamber of Commerce.

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**Update on WIB/County Partnership Agreement**

The only changes made to the partnership agreement were updating the dates of the agreement and the names of those who sign the document. This was completed and signed by the County Board on October 25.

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### **Update on WorkForce Center Location**

The ad hoc has been meeting to complete the RFP, which is due to state this afternoon. The RFP will be advertised on November 13, and proposals will be due on December 28. The final site decision will be made in early February 2006 and the move-in date will be December 1, 2006. The ad hoc is meeting again on November 17 to discuss who will be on the rating committee and what criteria (and how it is weighted) will be used to evaluate the proposals.

Recently the committee selected a geographic area in which to focus the search, though after concern from stakeholders, this area was expanded to include all of Saint Paul that lies within two blocks of a high-frequency bus route. The committee discussed this change in focus and expressed concerns. There is concern that with the search open to the whole city, the center will end up in a location that may be too far east and not serve those most in need of services. There was also concern that budget restraints would drive the decision above need. Conversely, there was also concern that the previously defined area may have been too small to receive enough proposals from which to make a fair decision. There was also concern that the timeline between when proposals are due and when a decision needs to be made is too tight. Other members feel that the RFP is specific enough, and the state is experienced enough in this process that the short timeline won't be too much of a problem. All of these concerns will put a lot of responsibility with the evaluating committee, and further illustrates the importance of the meeting on Nov. 17 where the committee and criteria will be decided.

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### **Discuss MFIP Allocation**

Janet Guthrie, MFIP Manager at Workforce Solutions, updated the committee on where the MFIP program is and what changes they would like to make to the program. The WIB has an advisory role with the MFIP program. The program has an allocation of approximately \$10 million out of the \$21 million MFIP Consolidated Fund that comes to Ramsey County, with which the program must serve all clients who apply for MFIP cash assistance. The services to clients are divided among different community-based organizations and each organization is able to serve clients at a different funding level. The main issue for 2006 is the disparity in resource allocations and client-to-staff ratio, particularly for services to teen parents. Ramsey County Public Health serves the majority of teen parents, and are receiving approximately \$3.5K per client, with a caseload of 18 clients to one RN, while most of the other organizations are serving over 100 clients with one job counselor. At the beginning of the relationship between Workforce Solutions and Public Health, Public Health was going to receive approximately \$1,000 per client served, but their funding for home-visiting services fell through and Workforce Solutions picked up most the slack, resulting in a much higher ratio of funding for this vendor. For 2006, the MFIP program would like to begin addressing the disparity in funding for teen parents, and keep caseloads at 100 or fewer clients per staff. They have developed a plan to do this and sought advice from this committee. Consensus from the group is supportive of the plan. Many asked what the outcomes were of those served by Public Health, but this data is unavailable at this time, but that most participants are continuing to receive MFIP after they leave Public health services. It was also recommended that a competitive process occur for the 2007 program year.

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### **Open Forum**

None

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### **Adjourn**

**Motion** made by Phil Saari with second by Deb Montgomery to adjourn the meeting at 12:52 p.m.

**Next Meeting-** Friday, January 13, Midway WorkForce Center