

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

May 8, 2009  
**Minutes**

**WIB Members Present**

Patricia Brady  
Butch Howard  
Barb Mednick  
Jim Schultz

**Members Absent**

Bob de la Vega EA  
Kathy Engesser EA  
Trixie Golberg EA  
Lee Helgen

**Staff/Guests Present**

Mary Jo Gardner, WIB CEO  
Kate Raleigh, WIB Staff  
Carli Stark, WIB VISTA

---

**Call to Order**

Butch Howard, Chair, called the meeting to order at 11:38 a.m.

---

**Approve Minutes**

**Motion** made by Patricia Brady with second by Jim Schultz to approve the March minutes as presented.

**Motion carried.**

---

**Approve 2009 Local Plan**

The Local Plan is an annual plan required by the MN Department of Employment and Economic Development (DEED). The document outlines activities and spending for the local workforce programs in the coming year. DEED requires submission of this plan prior to the release of WIA funds. This year was an update year seeking changes from the 2008 plan. Mary Jo reviewed the document with the committee. The plan will need approval from the WIB and County Board prior to final submission.

**Motion** by Barbara Mednick with second by Jim Schultz to recommend the 2009 Local plan for approval.

**Motion carried.**

---

**WIB Marketing Efforts**

The WIB staff and marketing ad hoc have been working on a quarterly WIB newsletter. The newsletter was developed using language from the Friends of the WIB (FWIB) quarterly report which is produced to keep FWIB members informed of WIB activities. The information developed for the FWIB should be easily transferred into a larger community quarterly report. The newsletter will be distributed to stakeholders and posted on the WIB's website.

Discussion was held about additional parties that would be interested in the newsletter, such as the Saint Paul Area Chamber of Commerce and local foundations having a workforce focus. It will be a marketing tactic to keep people abreast of the activities of the WIB.

Thank you to Barb Mednick and Kathy Engesser for their help with the newsletter.

---

**Legislative Support: Building Lives**

The MN House and Senate have approved an omnibus bill to appropriate \$100,000 in 2010 and 2011 to the Building Lives program in Ramsey County. It will go to the Governor today for final approval or veto. The WIB acknowledges the work done by Nick Riley and Claudia Brewington on this project.

---

**WIB Membership Update**

Mary Jo updated the committee on board membership. There are three openings for business members, one each for economic development, labor, and one-stop partners. Additionally, the Youth Council is seeking business members, a program participant, a parent of a program participant and a law enforcement representative. If members have any suggestions please let Mary Jo Gardner know.

---

**WIB/County Partnership Agreement**

Work on the WIB/County Partnership Agreement continues with a focus on addressing oversight and funding language. The plan needs to approval from the CAO Committee, Executive Committee, full WIB and County Board in order to be in place by December 31.

---

**Other**

Patricia Brady presented information on additional Recovery Act funds coming to Ramsey County. The county will receive \$160,000 for a program called "FastTRAC," focusing on education and training for low-wage, low-skill adults, with a goal of improving education and employment outcomes for this population. The program will use skill certification programs such as WorkKeys that result in a credential. The plan will need to be in to DEED by June 12 and will be sent out to CAO members by e-mail for comments and approval to accommodate this timeline.

---

**Adjourn**

Motion made by Jim Schultz with second by Barbara Mednick to adjourn the meeting at 12:17 p.m.

**Next Meeting- July 10, 2009**