

Ramsey County Workforce Investment Board
Executive Committee

March 16, 2007
Meeting Notes

WIB Members Present	Members Absent	Staff/Guests Present
Craig Anderson	Kirk Hayes EA	Mary Jo Gardner, WIB CEO
Patricia Brady	Doug Hubbard	Kate Bates, WIB Staff
Kathleen Engesser	Vinod Kumar EA	Brian Miller, WIB Member
Paul Nelson	Bill Lowe	
Robert de la Vega	Tom Macy EA	

Call to Order

A quorum was not reached and the meeting was not officially called to order. The meeting commenced at 9:33a.m. and motions on action items were moved and seconded. Motions will be sent to the full committee for an electronic vote.

Approve Minutes from the Last Meeting

Motion made by Patricia Brady with second by Kathy Engesser to approve the minutes from the last meeting as presented.

Motion carried via electron vote.

Accept February Financial Reports

The WIB came in slightly above budget in February (within \$10), mainly due to the purchase of a laptop for the Operations Specialist. Additionally, the County tax levy funds were received at the end of the month, providing \$24,000 in income, which was budgeted to be received in January. Another expense out of the ordinary was the payment of membership dues to the MN Council of Nonprofits, which were budgeted to be paid in March. WIB staff also explained the differential on the financial report in the payroll section. Funds are budgeted to be spent on wages, retirement and medical benefits separately, but in reality the majority of these funds go into employees' salaries and deducted from there. The budget will be reformatted so the planned expenses reflect this fact.

Motion was made by Kathy Engesser and seconded by Paul Nelson to accept the February Financial Report as presented.

Motion carried via electron vote.

Discuss Savings Options for Reserve Funds

At past meetings the committee has discussed the WIB's reserve funds and what the committee would like to do with these funds. Possibilities are currently being pursued and more research is needed before this item can be adequately discussed. There was a larger discussion on WIB funding, including where the money comes from and the benefits of having reserve funds. The discussion included a discussion of what happens when the WIB receives grant funds for a program- the money is turned over to an organization that has the capacity to run the funded program.

Approve Annual Report

The Annual Report was emailed out in advance. The format of this edition is the same as previous years, and Mary Jo went through the sections in the report. The annual report will reflect the origin of WIB finances (WIA and County Levy dollars) on the financial page.

Motion by Patricia Brady with second by Paul Nelson to approve the WIB Annual Report as adjusted at the meeting.

Motion carried via electron vote.

Approve Legislative Agenda

An ad hoc met to create the WIB's legislative agenda. The group chose to support the MWCA in the WIB agenda and then detail the local priorities. These priorities include finding sustainable funding for the Building Lives

program, supporting local collaboration amongst those who serve businesses, strengthening services to the universal customer, supporting initiatives for the WIB's priority industries and supporting regional initiatives for businesses and job seekers.

Motion made by Craig Anderson with second by Kathy Engesser too approve the WIB's legislative agenda
Motion carried via electron vote.

Update on JPA

There is no update on this issue.

Ratify Youth Council Motion re: Youth Funds

At the February 22, 2007 Youth Council meeting Councilmember Helgen attended and asked the Youth Council to pass a motion to support combining the County and City requests from the legislature for youth summer program funding, as the legislature would most likely see it as a stronger request coming from the two entities. After that meeting the City and County talked and the City agreed to move their request to the general fund, and the County request stayed in the Workforce Development fund. At the March 8th meeting the Youth Council was asked to rescind their previous motion and pass a new motion in support of a statewide request for an increase of MYP funding. The Youth Council passed a motion to reflect this. The Youth Council has sent this request to the Executive Committee for support.

Motion made by Kathy Engesser with second by Paul Nelson to approve the new motion, worded as follows: The Ramsey County Workforce Investment Board Youth Council recognizes the need to increase employment and employment training opportunities for the youth of Ramsey County and its constituent cities. The Youth Council would like to go on record as supporting a Minnesota Workforce Council Association legislative request for a statewide increase in Minnesota Youth Program funding.

Motion carried via electron vote.

Building Lives Update

Building Lives is on the agenda for next Monday night at its first House subcommittee hearing. Mary Jo is working on organizing who will be there and who will speak. It is a very positive sign for the program that it is getting a hearing. Patricia and her team also made a request to federal legislators to find funding for this program.

Update on Saint Paul WorkForce Center

There will be a ribbon cutting for the new WorkForce Center on April 5 from 2:00-3:30; the WIB meeting will immediately follow. Commissioner McElroy, Commissioner McDonough, a representative from the City, Paul Nelson and Bob de la Vega will all be on the cutting line.

The partners at the Saint Paul WorkForce Center are discussing how to create space at the Center for youth.

Update on Local Plan

The 2007 Local Plan is in process of being completed.

Workforce Committee Update

The next Business Services/MnSCU/ABE collaboration meeting will be on March 29th. The groups will work on an initiative for CNC Machinists this session with a goal of completing a project together. The meeting will be at Hiway Federal Credit Union.

The next Diversity Seminar will be on May 2 at the North Saint Paul Community Center. It will be a smaller group discussion with cultural representatives at tables of eight.

The FWIB submitted a grant application to the Dollar General Literacy Foundation for \$15k to be spent on adult literacy programs, enhancing the program Workforce Solutions has with local hospitals.

Adjourn

Upon completion of the agenda, the meeting adjourned at 10:44.
