

Ramsey County Workforce Investment Board
Executive Committee

April 18, 2008
Minutes

WIB Members Present

Craig Anderson
Patricia Brady
Bill Lowe
Bob Morse
Paul Nelson

Members Absent

Amy Brenengen
Robert de la Vega EA
Kirk Hayes EA
Doug Hubbard EA

Staff/Guests Present

Mary Jo Gardner, WIB CEO
Kate Raleigh, WIB Staff

Call to Order

The Executive Committee meeting was called to order at 10:09 a.m.

Approve Minutes from the February Meeting

Motion was made by Patricia Brady with second by Bob Morse to approve the minutes from the February 15th meeting as presented.

Motion carried.

Accept March Financial Reports

The WIB did not receive income in March, though all spending was under budget. Spending is also under budget for year to date. There was discussion on the budget line detailing the Money Market account, where interest accrued is reflected. This interest has not been reflected on the balance sheet yet but staff will determine a time at which the interest earned can be reflected on the balance sheet- this will probably be quarterly.

Motion made by Craig Anderson with second by Bill Lowe to accept the March financial report as presented.

Motion carried.

Fundraising Development Plan Update

Mary Jo met with a representative of the Saint Paul Foundation on April 17th and discussed the WIB's request for funding to hire a fundraising consultant. The representative was interested in the project but expressed that it was a difficult case to sell to the granting committee. It was also clarified at the meeting that the foundation could consider a request for the consultant's fees but could not consider a request for support costs for the project. The representative suggested other avenues for funding the support elements of the project including requesting funding from bank branches.

Also discussed at the meeting with the Saint Paul Foundation was their possible interest in other types of initiatives. Members suggested other venues for funding WIB initiatives and operating supports, such as the Northwest Foundation, the Copp Foundation and corporations. Mary Jo is meeting with the Jay and Rose Phillips Family Foundation on Monday, April 21. They also have an interest in the fundraising project but have expressed their concern in the strength of the request.

There was further discussion on the importance of this project and whether or not the WIB will find the funding within the current budget if a grant request is not funded. This project is very important and the WIB feels that it is necessary to continue operations.

Discuss Regional Initiatives

Paul Nelson gave an update on the Greater Metropolitan Workforce Council (Metro WIB) and the Quad County regional initiative. The Metro WIB is working on fundraising to fund their staff person. Additionally, they are defining the next steps of the RACE report and considering updating the regional labor market information found in the document. Metro WIB staff created the regional initiative section of the Local Plan (section A), which aligned the

regional initiatives for the metro. Lastly, the metro WIB is continuing work with the Metropolitan Manufacturing Sector Initiative and is looking for additional community partners with which to expand the program.

There is Quad County initiative in planning amongst the Ramsey, Washington and Dakota/Scott County WIBs. The plan is to bring the WIBs together, understand initiatives each is doing and explore ways to collaborate. The initial meeting between the three WIBs is planned for June 13th, 8:30am-12pm at the Service Center in West Saint Paul. Representative Betty McCollum will be in attendance, as well as Bill Blazar from the MN Chamber of Commerce.

WIB Membership

The new WIB size of 33 members has been approved by the County and City, with approval expected by the state. The biggest concern at this point is defining a role for the education members. The County is in the process of appointing a representative of Rehabilitation Services and the City has an Economic Development individual they would like to fill their Economic Development opening.

The education representatives' spots have been reduced from six to two. There was a suggestion that education representatives meet as an ad hoc and have one member, the Committee Chair they elect, serve to the WIB and bring back the perspective of the larger group of advisors. It is important that all current WIB education representatives remain involved and serve as a resource for the WIB when education input or solutions are needed. There was discussion on the role of education with the WIB and workforce development, as well as the kinds of educational entities that are important to have represented (e.g. public versus private colleges). Mary Jo will call together a meeting of the current education representatives and they will decide their structure and participants.

WIB VISTA Volunteer

WIB staff is looking for guidance on whether or not to pursue a VISTA volunteer. The City of Saint Paul's VISTA (Volunteers in Service to America) program is sponsoring a project from the WIB to have a full time VISTA for one year. This could allow for the WIB to increase outcomes by increasing staff capacity. The VISTA is paid through the national program, but there will be a cost to the WIB for housing the person. The cost is estimated at just under \$4,000 to house the VISTA for a year, which is not in the WIB's current budget. If the WIB utilizes a VISTA, the person will need to be selected by June 30th and they will begin their service in mid-August. Members were interested in pursuing this opportunity but were cautious of the need for funding. Staff will move forward with this project.

Partnership Agreement Discussion

The WIB and County are working to renew the Partnership Agreement. Mary Jo, Paul Nelson, Bob Morse, Patricia Brady, David Twa (County Manager) and Karen Kushner (County Attorney) will meet on Monday, April 21, to discuss the agreement. If anyone has additional concerns, please let Mary Jo know and she will make sure they are addressed.

Adjourn

The meeting adjourned at 11:17 a.m.