

Ramsey County Workforce Investment Board  
**Market-Driven Workforce System Committee**

**January 3, 2008**  
**Minutes**

**Members Present**

Craig Anderson  
Joe Crowe  
Bev Fritz  
Lee Helgen  
Lorrie Louder  
Rob McKenzie  
Mary McKee  
Mary Russell  
Mark Sorenson

**Members Absent**

Gerry Flannery  
Kirk Hayes  
Butch Howard  
Jane Sanem  
Lori Stone  
Cynthia Yongvang

**Staff/Guests Present**

Mary Jo Gardner, WIB CEO  
Janet Ludden, Employer Solutions, Inc.  
Kate Raleigh, WIB Staff  
Wendy Underwood, Saint Paul Mayor's Office  
Terry Zurn, Workforce Solutions

---

**Call to Order**

Craig Anderson called the meeting to order at 1:08 p.m.

---

**Welcome and Introductions**

New and existing committee members introduced themselves.

---

**Approve Minutes**

Minutes amended to include Butch Howard's last name to be added to the "Approve Minutes" section.

**Motion** made by Rob McKenzie and seconded by Bev Fritz to accept minutes from November as amended.

**Motion carried**

---

**Update on Metro Manufacturing Sector Initiative**

Background on the Metropolitan Manufacturing Sector Initiative was given. The project is moving along quite well, with each college having about 20 people beginning the training program this month. Staff is working on a MN Job Skills Partnership Grant to submit by January 11<sup>th</sup>. If this grant is awarded, the funds will be used to enroll more participants in future classes. Several area manufacturers are participating; contact Mary Jo if you would like further information on these businesses.

---

**FIRST Grants**

The MN Dept. of Employment and Economic Development (DEED) requested proposals for FIRST grants to coordinate workforce development regionally. The Metro WIB applied for a grant on behalf of the larger Metro area. There can be up to eight grants awarded for up to \$50k each. The Metro area was not awarded a grant. The Metro WIB will continue to work together, and further develop the RACE Report, originally created by the Metro WIB in late 2006 to outline the strategic direction of workforce in the metro area.

As stated by DEED, each local area's WIA plans were supposed to focus around the regional plan. As there is not an approved regional plan for the metro area, this will be difficult for Ramsey County to accomplish. Members felt it was worth the effort to write a letter to DEED voicing the WIB's concern over there being no award in the metro area for metro planning.

---

**WIB 2008 Priorities**

The Executive Committee has asked the Workforce and CAO Committees to review the WIB's 2008 priorities in light of discussions at the December WIB meeting. These priorities were based on those from 2007, which were written from the 2003 Strategic Plan.

The group discussed the priorities as they were presented. Suggestions made/questions raised were:

- What is the function of the priority list?
- Should internal/process goals be listed on this document?
- Should the list include tasks the WIB does routinely?
- Councilmember Helgen distributed a document he drafted to reflect his ideas for WIB goals.
- Look at the goals from the perspective of a board member- what would they want to know?
- Add language related to serving people.
- Include the timeline, work plan, and who is involved for each priority.
- Think about concrete projects this committee can work on.
- This committee should intersect workforce and economic development.
- Connect with other community organizations that have data on workforce, and report this information.

A suggestion was made that the current priorities are not far from the desired version. Staff will work on these and get them out to the committee by mid-next week for electronic review and comment.

---

### **Adjourn**

Craig Anderson adjourned the meeting at 2:39p.m.

**Next Meeting:** Thursday, March 6, 2008