

Ramsey County Workforce Investment Board  
**Market Trends and Oversight Committee**

December 10, 2010

**Minutes**

**WIB Members Present**

Joe Crowe  
Amy Filice  
Trixie Golberg  
Janet Ludden  
Jim Schultz  
Dan Strittmater

**Members Absent**

Patricia Brady EA  
Toni Carter  
Elizabeth Campbell  
Lee Helgen  
Dennis Johnson  
Barbara Mednick EA  
Paul Nelson EA  
Joe Stratig EA

**Staff/Guests Present**

Jacqueline Carpenter  
Mary Jo Gardner, WIB CEO  
Wayne Young, Workforce Solutions  
Jim Zentner, Workforce Solutions

---

**Call to Order**

Dan Strittmater called the meeting to order at 10:11 am.

---

**Approve September Market Trends and Oversight Committee Minutes**

**Motion** made by Jim Schultz with second by Joe Crowe to approve the October minutes as presented.

**Motion carried.**

---

**Updates**

Healthcare Initiative – Students are being enrolled in the Saint Paul College course that starts January 11, 2011. There are 5-6 spots remaining.

Members of the Career Pathways Initiative went to Washington DC the week of November 29<sup>th</sup> to work with subject matter experts. There was good discussion and substantial information was provided at the meeting. A goal is to be able to make suggestions for policy changes to enable a wider implementation of the FastTRAC program.

RENEW – The DEED Business Services Staff have continued outreach to the businesses. An environmental scan for the fourth quarter of 2010 is being developed to build on previous quarter scans.

---

**2011 Adult and Dislocated Worker Service Provider Request for Proposals**

Every five years, Workforce Solutions is required to issue a new Request for Proposals (RFP) for contracted vendors that use WIA and state funds. The last RFP was issued for the 2006-2010 program years and it is now time to issue and RFP for the 2011-2015 program years.

Workforce Solutions would like to have 2-4 business representatives from the WIB to participate in the RFP, evaluation, and selection process. The completed RFP will be brought back to the committee on January 14, go to the full WIB and then on to the County Board by February 15, 2011. Workforce Solutions would like to issue the RFP by March 2, and make decisions by April 11. With the start date of the program year being June, all contracts need to be in place by that date.

Jackie Carpenter, Amy Filice, Janet Ludden and Dan Strittmater volunteered to help develop the RFP. Mary Jo will send out an e-mail asking for other business members to participate in the process.

---

### **Industry Workforce Focus Discussions – Next Steps**

During the September, October and November meetings, industry experts from the healthcare, manufacturing and financial services industries were invited to provide information concerning industry workforce needs. The committee reviewed the information and noted the following:

- Healthcare has more shortages and room for significant growth.
- Healthcare will have opportunities in direct care and administrative workers.
- Manufacturing has need due to the specialized training involved. It is hard to find jobs even for those trained because manufacturers are not hiring at the moment.
- People do not see that there is room for growth in manufacturing because as baby boomers retire replacement hiring will occur which doesn't look as promising on paper.
- Medical manufacturing is an emerging industry that combines healthcare and manufacturing. The requirements for entry-level positions are much higher than in other manufacturing careers.
- It was discussed whether medical manufacturing can be a specific area of focus in the RFP. It can be as specific as the committee decides, but the more narrow the proposal, the narrower the responses. It may be desirable to have responders with business contacts in all three fields.
- There are a lot of medical device manufacturers that could grow.
- It is important for there to be jobs after training programs for the clients and so minimum placement requirements can be met.
- Many dislocated workers are coming from manufacturing and production. It would be easier to skill them up to another manufacturing job, as opposed to trying to provide entry-level training in healthcare.
- Which industries have immediate and future workforce needs?
- Where is the potential for career laddering?
- Can the RFP include asking providers if they are working on a demand-driven program?

**Motion** made by Amy Filice and seconded by Joe Crowe to focus on the manufacturing and healthcare sectors with further investigation of niches in those areas.

**Motion carried.**

---

### **Adjourn**

**Motion** made by to adjourn the meeting at 11:28.

**Motion carried.**

**Next Meeting-** January 14, 2010