

Ramsey County Workforce Investment Board
Compliance/Finance Committee Meeting
February 3, 2003

Members Present

Patricia Brady
Robert Davis
Kevin Locke
Tom Macy, Chair
Shelley Rose

Members Absent

John Giovannini
Eng Herr
Shar Knutson

Staff - Guests

Kitty Gogins, WIB CEO
Barb Hoffman
Terry Zurn

Call to Order

Tom Macy called the meeting to order at 8:05 a.m. Introductions were made.

Approval of Minutes

Motion was made by Shelley Rose and seconded by Patricia Brady to approve the minutes of the December 2, 2002 meeting.

Motion carried

Bylaws Review

When comments are received from Steve Mayeron on the suggested Bylaws changes, discussion will be held. If the comments are received prior to the February 6 WIB General Membership meeting, discussion will take place then. Otherwise, discussion will be held at the February 21 Executive Committee meeting.

Program Certifications

Committee members discussed certification for both Bethel College programs and St. Catherine's programs. Program measurement information was provided on each program. It was noted that the future flow of information should first go to Kitty Gogins, as the WIB's CEO, who will then provide it to the subcommittee in charge of certification recommendations. Shelley asked Patricia Brady if Workforce Solutions would be available to help with future recommendations to the WIB on programs that seek certification. Patricia confirmed Workforce Solutions' participation in that process.

Motion was made by Robert Davis and seconded by Shelley Rose to recommend to the WIB certification of the Bethel College programs and the College of St. Catherine's programs.

Motion carried

Business Plan

Four top short-term objectives for this Committee are:

- WIB Budget
- Bylaws review and change(s)
- WIA local plan (before July 2003)
- Monitoring and membership compliance

Motion was made by Shelley Rose and seconded by Kevin Locke to recommend these goals at the WIB General Membership meeting February 6.

Motion carried

Budget

Tom Macy asked Kitty Gogins to present her draft WIB operating budget. Discussion was held.

Motion was made by Kevin Locke and seconded by Robert Davis to recommend the budget as written to the WIB at the February 6 General Membership meeting.

Motion carried

Adjourn

The meeting was adjourned at 9:35 a.m.

Next Meeting:

Wednesday, March 12, 2003, 3:00 - 4:30 p.m., N. St. Paul WorkForce Center