

**Ramsey County Workforce Investment Board
Compliance and Finance Committee Meeting
March 12, 2003**

Members Present

Patricia Brady
John Giovannini
Eng Herr
Kevin Locke
Tom Macy, Chair
Shelley Rose

Members Absent

Robert Davis
Shar Knutson

Staff - Guests

Kitty Gogins, WIB CEO
Barb Hoffman, Workforce Solutions
Vern Vick, WIB Member

Call to Order

Tom Macy called the meeting to order at 3:05 p.m.

Approval of Minutes

Approval of the minutes of February 3, 2003 was deferred to the April 7, 2003 meeting.

Budget Reduction Letter from the County

Kitty Gogins handed members a copy of a letter received from Paul Kirkwold explaining a reduction of 8% monies from Ramsey County to the WIB in response to the Governor's Budget Cuts. Discussion was held.

Motion was made by Shelley Rose and seconded by John Giovannini to send the County a letter from the WIB Chair responding to the Reduction Letter.

Motion carried.

Tracking Operating Procedures

Discussion was held regarding the tracking of operation. Kitty suggested numbering documents, dating, year passed, or other referencing to establish quick assessment and provide a referencing guide when review or amendments are addressed.

Motion was made by John Giovannini and seconded by Shelley Rose to establish the system Kitty recommended.

Motion carried.

Bylaws Review – Fourth Amendment Version

Members were provided a copy of suggested revisions to the Bylaws. Discussion on each topic was held.

Motion made by John Giovannini and seconded by Tom Macy to advance the revised Bylaws to the Executive Committee, and upon review, pass to the full board at the WIB General Membership meeting on April 3, 2003.

Motion carried.

Adjourn

The meeting was adjourned at 4:55 p.m.

Next Meeting:

Monday, April 7, 2003, 3:00 - 4:30 p.m., N. St. Paul WorkForce Center, Conf. Room C