

Ramsey County Workforce Investment Board

Research and Measurement Committee

February 4, 2003

Members Present

Kitty Gogins, WIB CEO
Kirk Hayes
Paul Huot, Chair
Tom Macy
Gail Stremel

Members Absent

Lynn Moline

Call to Order

Paul Huot, Chair, called the meeting to order at 2:35 p.m.

Approval of Minutes

Motion was made to approve the minutes of the December 3, 2002 meeting as written.

Motion carried

Old Business

Review of Business Plan(s)

Committee(s) Business Plans were reviewed. Areas where overlaps occurred were pointed out. (e.g., Compliance and Finance and Research and Measurement are both implementing methods to measure customer satisfaction; Advocacy and Public Policy along with Research and Measurement both are making efforts to identify gaps in resources).

Review of MN WorkForce Center Information

On review of the information provided from www.MNWorkForceCenter.org/lmi/public.htm, members discussed a need for resource mapping. The website is a very good source of information and can also provide some important trend information and of the activity in Ramsey County.

Draft letter to One-Stop Partners

Information received from WIA, State Dislocated Worker, Job Services, Unemployment & Veteran's Programs, & Ramsey County Disability be formed into into a report to present the Executive Committee in March.

Mapping of WorkForce Center Process

A chart of information showing the flow of business at a WorkForce Center will be reviewed at the March meeting. This will provide a blue print of the process, check for accuracy, and provide an opportunity to identify gaps and what can be done to fill those gaps. Information should include: agency, dollars, staff, number of participants, outcomes.

Committee Accomplishments

Items will be provided at the General Membership Meeting on Thursday, February 6, 2003.

Adjourn

The meeting was adjourned at 4:00 p.m.

Next Meeting

Tuesday, March 4, 2003, 2:30 – 4:00 p.m., North St. Paul WorkForce Center