

Ramsey County Workforce Investment Board
General Membership

June 1, 2006
Minutes

Members Present

Kathy Engesser, Chair
Craig Anderson
Patricia Brady
Amy Brenengen
Mike Chanaka
Bob de la Vega
Kirk Hayes
Nancy Hendrickson
Bernie Hesse
Sheldon Jensen
Tom Klas
Vinod Kumar
Lorrie Louder
William Lowe
David MacKenzie
Tom Macy
Jim McDonough
Mary McKee

Brian Miller
Jackie Mlynarczyk
John Mohr
Paul Nelson
Willie Nesbit
Barb Reindl Pjevach
Dean Shawbold
Ellen Watters

Hyon Kim
Greg Lambert EA
Jerry McElroy
Debbie Montgomery
Tom Simonson
Ginny Sullivan EA
Anja White
William Yang

Members Absent

Jean Blake
Gary Christensen
John Evans EA
Traci Gauer EA
Phil Hanson
Louis Henry
Allen Hester EA
Doug Hubbard

Staff/Guests Present

Cheryl Beaumier, DEED
Jesse Bethke Gomez, CLUES
Mary Jo Gardner, WIB CEO
Kathy Korf, Workforce Solutions
Chris Stoehr, DEED
Terrell Towers, DEED
Terry Zurn, Workforce Solutions

Call to Order

The meeting was called to order by Kathy Engesser at 2:44 p.m.

Approve Minutes and Agenda

Motion was made by Nancy Hendrickson and seconded by Craig Anderson to approve the April 6 minutes as written.

Motion carried.

Share Recognition and Announcements

Kathy Engesser recognized members and core partners for their assistance with special projects, and made several announcements (see Attachment 1). Kathy noted that the terms of the current WIB officers end July 31. Please contact Mary Jo Gardner if interested in any of these positions.

Approve Consent Agenda

Approve Letters of Grant Support

Motion was made by Kirk Hayes and seconded by William Lowe to approve the letters of support for the applications of Goodwill/Easter Seals Minnesota and Quality Career Services to be national grantees of the Senior Community Services Employment Program.

Motion carried.

Approve Local Plan

Mary Jo Gardner summarized the Local Plan document (127 pages) for Minnesota's Integrated Local Workforce Investment System, submitted to the State Department of Employment and Economic Development on May 31. The WIB requested an extension from the State until after the June 1 General Membership meeting but the request was denied. The State indicated that the WIB can submit any changes by June 30. The detailed document is the WIB's "plan of action" for Program Year 2006. The

Local Plan covers all program areas, the financial liability of programs in the system, its vision and priorities, and the integration of partner services. The end goal is to help existing businesses grow, encourage new business development, and provide residents with jobs at livable wages, targeting jobs in healthcare, manufacturing, and construction. The plan also includes plans to complete the consolidation/relocation of the Midway and Downtown Workforce Centers. The WIB CAO Committee provided input on the plan and the Executive Committee reviewed and approved the plan at its May 19 meeting.

Motion was made by Kirk Hayes and seconded by Dean Shawbold to approve the Local Plan for Program Year 2006 as written.

Motion carried.

Mary Jo offered to provide further information to members if needed.

Approve Dislocated Worker Service Providers

Mary Jo Gardner reported that an RFP process was held in February and March to select WIA Adult and Dislocated Worker service providers. Board members helped develop the RFP and rate the proposals.

Motion was made by Kirk Hayes and seconded by Mike Chanaka to approve HIRED, Employment Action Center, and Goodwill/Easter Seals as the providers for the WIA Adult Program and approve HIRED, Goodwill/Easter Seals and Lao Family as the service providers for the Dislocated Worker Program.

Motion carried.

In response to a request for information, Workforce Solutions' staff will provide WIB members with information on the criteria used to select the providers. The WIB's recommendation will be forwarded to the County Board for approval at their June 6 meeting.

Accept WIA Adult and Dislocated Worker Reports

Terry Zurn reviewed the Dislocated Worker and WIA Adult Performance Outcomes Update for calendar year 2005, which the WIB has oversight over. The report includes detailed information on placement rates, health benefits at placement, education level pre-enrollment, support services, wage change, racial breakout, and zip code breakout.

It was noted: 1) the goals are higher than previous years and staff must meet 80% of their goals; 2) the higher wages for the WIA Adult program are due to the training provided; 3) the placement rate for the WIA Federal Dislocated Worker Program was not met (84% actual/86% planned) due to an older population served. Also, if someone retires while receiving services, it is counted as a negative termination; 4) placement rates include individuals working at least 20 hours per week.

Information detailing the return on investment for these programs is included in Workforce Solutions' annual report. The ROI is calculated using a State formula. The formula will be sent to WIB members, as requested.

Motion was made by John Mohr and seconded by Jackie Mlynarczyk to accept the WIA Adult and Dislocated Worker Reports.

Motion carried.

Approve Ramsey County WorkForce Center Location

Paul Nelson reported that 540 Fairview Avenue in Saint Paul is being proposed as the site for the new WorkForce Center. Business, WIA, Education, Elected Officials, and the State of Minnesota were represented on the selection committee. The site is part of the Griggs-Midway Building, is on a commercial retail corridor, is on a bus route, has plenty of available parking, the space is contiguous, and

there is room for expansion. The State of Minnesota will be the leaseholder. In response to maintenance concerns, Paul commented that the site is under new ownership, and the lease includes plans for a large renovation.

The proposed site will be forwarded to the County Board for approval on June 20. Members will seek co-location parties after the site has been approved.

Motion was made by Paul Nelson and seconded by Kirk Hayes to approve 540 Fairview Avenue as the site for the combined WorkForce Center. Tom Macy made a friendly amendment to the motion to temporarily move employees from the Downtown WorkForce Center to the Midway WorkForce Center. This will save money and help to ensure that customers continue to receive good services prior to the final move to 540 Fairview.

Motion carried.

Elect Chair Elect

Kathy Engesser asked that this agenda item be postponed until the next general membership meeting.

Motion made by Tom Macy and seconded by Dean Shawbold to table the discussion until the next meeting.

Motion carried.

Other

1) Craig Anderson reported on the closing of the Ford Plant. 100 to 184 individuals will be laid off in July for 22 weeks; they will then come back for classroom training for the remaining time. They will be eligible for unemployment insurance. Downsizing is taking place world wide, so all employees would eventually be let go. Craig clarified that they will not be able to use the Minnesota Job Skills Partnership grant funds to assist the workers; those funds revert back to DEED. A consortium of colleges is participating in training the laid off workers for new jobs.

Lorrie Louder reported that the Saint Paul Port Authority was approached by SCORE. They offered to assist employees who want to start their own businesses. The Ford plant manager is open to that. Ford management's goal is to do the best they can for their workers.

2) Commissioner McDonough gave an update on the youth Community Development Block Grant funds issue. A letter was sent last year asking the City to agree to binding arbitration. Jim met with Mayor Chris Coleman recently. Mayor Coleman clearly indicated that the City had no intention of sending the money back.

Ramsey County needs to make a decision soon how to resolve this issue; the Commissioner is hoping this will occur during the next couple of weeks. The County firmly believes the money goes to the County under the Joint Powers Agreement (JPA) signed in 2000.

Motion was made by Ellen Watters and seconded by Kirk Hayes that the WIB send a strong letter to the Mayor and his staff expressing that the WIB wants both parties to come together to meet the terms of the Joint Powers Agreement and settle this issue.

The Commissioner added that the Youth Council is supposed to have oversight over the youth dollars, so this is not just a County issue. In response to a question raised, the Commissioner clarified that the City is using the CDBG funds to run a summer program through their Parks and Recreation Department.

Concern was expressed that County's youth are losing under this arrangement; the funds should be used for a year-round program. In the eyes of business, this is a duplication of effort.

William Lowe abstained. **Motion carried.**

3) John Mohr reported that this is his last WIB meeting; he will be retiring at the end of the month. John thanked Kathy Engesser and all WIB members. He stated that he has enjoyed working with the WIB and is impressed with the growth of the WIB. Kathy Engesser thanked John for his long-term involvement and participation.

4) Patricia Brady reported that she presented Workforce Solutions' Annual Report in May to the Saint Paul City Council. At the meeting, council members expressed interest in the number of residents served in the City by each program. Patricia clarified that an annual update is required under the JPA.

Adjourn

The meeting was adjourned at 3:55 p.m.

Next Meeting

Thursday, August 3, 2006

2:30 to 4:30 p.m.

Ramsey County Parks and Recreation Office
2015 North Van Dyke Street, Maplewood

Attachment 1: Recognition and Announcements**Ramsey County WIB Meeting June 1, 2006****Recognition**

- Thank you to those members who were involved in the RFP process for the Dislocated Worker and WIA Adult programs: Craig Anderson, Tom Klas, and Barb Reindl.
- Thank you to those WIB members who were involved in the RFP process to find a new WorkForce Center, including Paul Nelson, Phil Saari, Patricia Brady, Tom Macy, Lorrie Louder, Ellen Watters, Kirk Hayes, Commissioner McDonough and Councilmember Montgomery. Additional thanks to the Core Partners for their assistance in this effort.
- Thank you to those WIB members and Core Partners who are involved in the development of the site plan for the new WorkForce Center, including Paul Nelson, Doug Hubbard, Craig Anderson, Terry Zurn, Jim Schultz, Jack Stoehr and Tom Macy.
- Thank you to the Saint Paul Port Authority for their contributions towards finding the new Workforce Center including meeting space and the bus to tour the facilities.
- Thank you to the Saint Paul Area Chamber of Commerce for their contributions towards finding the new Workforce Center including meeting space.
- Thank you to the Core Partners and Ellen Watters for their contributions towards developing the Local Plan.
- Thank you to Nancy Hendrickson, Ellen Watters and Jackie Mlynarczyk for their help in the development and presentation of the new RCWIB Orientation. Thank you to Kaposia for hosting the May 2006 Orientation.
- Thank you to Kirk Hayes for supplying the WIB with a computer monitor.

- Thank you to Lindsey Wolff and Sandy Henrikson from Rehab Services, as well as Kathy Korf from Workforce Solutions for their help with meeting minutes while Kate was on leave.

Announcements:

- The term for the current WIB officers is up July 31st of this year, and we are looking for volunteers for the next term. Positions needed are Chair-Elect and Treasurer of the WIB, as well as Chair and Vice-Chair for all committees (CAO, Workforce and Youth Council). If you are interested, please contact Mary Jo.
- The full WIB Board meetings will meet in the upstairs training room of the Parks and Recreation Administrative Offices (2015 N. Van Dyke St.) starting with the August 3rd meeting. A map and directions will be sent out.
- On June 9th, the National Institute of Standards and Technology, Small Business Administration and the Federal Bureau of Investigation are sponsoring a workshop to help the small business owner increase their information system security. The Workshop will be held at Minneapolis Community and Technical College. For more information please call 612-370-2324 or contact the Business Services Staff at the North Saint Paul WorkForce Center.
- On Monday, June 19th from 10:00 am to 6:00 pm, St. Paul /Ramsey County Project Homeless Connect will be welcoming homeless neighbors (men, women, children and youth) to the St. Paul Armory, 600 Cedar Street, St . Paul , where they can access a wide variety of resources in one place including:
 - Housing referrals and placement
 - Employment services
 - Medical care
 - Mental health care
 - Benefits advice
 - Eye doctors
 - Haircuts
 - Food and clothing
 - Legal services
 - Veterans services
 - Government information
 - Much more

If you have employment opportunities available in your organization, or know of someone who does, please contact Damon Drake, Workforce Solutions at 651-748-2563.

- On June 20th, a recognition event is being organized for participants in the YouthLEAD program at Harriet Island. The event runs from 4:00 to 7:00 p.m. If you would like to attend or receive more information please contact Terry Zurn at (651) 770-4497.