

Ramsey County Workforce Investment Board
General Membership Meeting
Thursday, December 6th, 2007 2:30-4:30
Minutes

Members Present

Patricia Brady
Amy Brenengen
Brian Carnes
Mike Chanaka
Joe Crowe
Kathy Engesser
Bev Fritz
Lee Helgen
Bernie Hesse
Doug Hubbard
Lorrie Louder
William Lowe
Tom Macy
Jim McDonough
Mary McKee
Brian Miller
Jackie Mlynarczyk
Robert Morse
Paul Nelson
Mary Russell
Dean Shawbold
Libby Starling
Rick Vazquez

Members Absent

Craig Anderson EA
Robert de la Vega EA
Gerry Flannery EA
Trixie Golberg
Kristina Hamann
Kirk Hayes EA
Butch Howard
David MacKenzie EA
Rob McKenzie
Jane Sanem
Mark Sorenson
Lori Stone
Cynthia Yongvang

Staff/Guests Present

Mary Jo Gardner, WIB CEO
Kathy Korf, Workforce Solutions
Kate Raleigh, WIB Staff
Wendy Underwood, City of Saint Paul
Terry Zurn, Workforce Solutions

Call to Order

The meeting was called to order by Paul Nelson at 2:34 p.m.

Approve Consent Agenda

Motion made by Mike Chanaka with second by Dean Shawbold to approve the Consent Agenda as presented.

Motion carried.

Share Recognition and Announcements

Members were recognized for their recent achievements. See Attachment 1.

Update on Joint Powers Agreement

The City and County have been working toward a conclusion on the issues within the Joint Powers Agreement. Both parties feel positive about the new partnership, and expect the Joint Powers Agreement to be approved shortly. The County and City were thanked for their work on this. Next steps are to continue conversations about reducing the size of the WIB. It is expected this aspect of the agreement will be settled by February.

Councilmember Helgen was congratulated on his reappointment to the Saint Paul City Council.

Accept 2007 Accomplishments

Mary Jo reviewed the WIB's accomplishments in 2007. Highlights were:

- Obtaining funding to develop the Metro Manufacturing Sector Initiative (MMSI), a fast track training program for entry level manufacturing employees.
- Continuation of the English Language Learner training at Saint Paul hospitals.
- Advocating for Building Lives funding at the legislature. Though this was not funded, the request did make it through the process, and to the governor's desk.

There was a request to address numeric measurements in the Annual Report, and staff is looking into the logistics of this.

Motion made by Bill Lowe with second by Lorrie Louder to accept the WIB's 2007 Accomplishments.
Motion carried.

Accept 2008 Budget

Amy Brenengen, the WIB's Treasurer, reviewed the WIB's 2008 operating budget with the board. WIA funding came in lower than was expected, and this will affect the amount of money that will be carried over to 2008. It was explained that the WIA contribution is an estimate, and the exact amount isn't known until the check comes in.

A goal for 2008 is to create a development plan for WIB fundraising, and this should address perceived funding gaps in the future. There was also discussion on member contributions; members are encouraged to contribute financially to the WIB operations, through a personal contribution, or through their organization. Individuals are also able to dedicate United Way contributions to the WIB. It may be important in the future, while fundraising, to indicate the percentage of board members contributing to the WIB through Friends of the WIB.

Motion made by Amy Brenengen with second by Tom Macy to accept the WIB's 2008 budget.
Motion carried.

Approve 2008 Priorities

Mary Jo reviewed the priorities for 2008, with many items serving to continue work started in 2007. Items included work on the Manufacturing project, continuing diversity seminars, further develop the ELL project with the hospitals, work on the educational media effort, work with regional partners brought together by the FIRST grant, continue to look for funding for Building Lives, the manufacturing project, continue development of the WIB's website, create a fund development plan and create a new strategic plan.

It was suggested that the WIB put in an application for a VISTA to work with staff. Wendy will help Mary Jo with this process.

Motion made by Lee Helgen with second by Lorrie Louder to encourage the WIB to apply for a VISTA grant for staffing assistance

Motion carried.

There was discussion on Goal 1, which deals with collaborating with partners in various ways. It was felt this was an appropriate section to add language on connecting the WIB with economic developers and the project they are working on. There was further discussion on tying the WIB's goals to the work of the community in workforce and economic development. It was thought this would be a good way to connect the WIB with on the ground activities, specifically those of funding people jobs.

Motion made by Lorrie Louder with second by Lee Helgen to add language to the goals about assisting all partners to maximize the number of people who are recruited, trained and hired.

There was concern that this goal seemed too broad, and that it may be easier to work with specific objectives. Further discussion on the importance of connecting WIB work with that of community partners, and the need to connect WIB work to tangible numbers was also discussed. There was also discussion on the need to be more or less specific in the WIB's goals for 2008.

Other issues members wanted integrated into the goals for 2008 were:

- Adding language on tracking the number of jobs filled and retained by WIB partners. There was also interest for this to be integrated in the WIB's Annual Report.
- Make sure to specifically state connection of the WIB's work with the City, County and State, specifically regarding economic development.
- Specifically state the goal of helping people get jobs.

There was discussion on the realities on having only two staff members, and that goals must be reasonable in light of the WIB's resources.

Lorrie Louder withdrew her motion.

Motion made by Lorrie Louder with second by Libby Starling to have the Executive Committee review the goals for 2008 to ensure that the goal of helping people is specifically stated in the goals, and to explicitly state the relationship between workforce and economic development.

Friendly amendment made by Kathy Engesser to request that the Executive Committee revise the 2008 goals based on the discussion at this meeting.

Friendly amendment accepted by Lorrie Louder.

Motion carried.

These goals will be brought back to the Full WIB in February 2008.

Workforce Solutions Year in Review

Patricia Brady gave background information on Ramsey County Workforce Solutions, the entity that runs the state/federal Title I workforce programs. Patricia also showed a presentation that showed Workforce Solutions' outcomes for the year, and the type of programs they run.

Adjourn

Motion made by Kathy Engesser with second by Rick Vazquez to adjourn the meeting at 4:12p.m.

Motion carried.

Next Meeting

Thursday, February 7, 2008

2:30 to 4:30 p.m.

Ramsey County Parks and Recreation.

Attachment 1: Recognition and Announcements

Recognition:

- Welcome new WIB members Brian Carnes, Premier Bank; Joe Crowe, Quality Career Services; Bev Fritz, Saint Paul Area Chamber of Commerce; and Mary Russell, HealthPartners!

- Congratulations to Tom Macy, who will be retiring from the State after 34 years of service. Tom has been a WIB member for 7 years and was instrumental in the development of the Friends of the WIB operating structure.
- Congratulations to Saint Paul College on the receipt of a Minnesota Job Skills Partnership grant for \$345k to work with Medallion Cabinetry in growing their company and implementing green manufacturing.
- Employer Solutions, Inc. hosted the National Institute of Corrections event on Thursday, December 6 in Saint Paul. The event focused on the labor and skills shortages and how to address the employment of ex-offenders. Thanks go to Paul Nelson, who served as a panelist for this event, along with nine other business leaders. The audience was comprised of National, State, and County policy makers, executives and leaders, including the National Institute of Corrections, Washington DC, the Commissioner of the MN Dept. of Corrections and representative of the Reentry Team, Department of Corrections, Chief U.S. District Judge, District of Minnesota, Chief U.S. Probation Officer, District of Minnesota and MINNCOR Industries.

Announcements:

- The Ramsey County Board agenda for December 11th includes presenting new language that provides an avenue for the County and the City of Saint Paul to jointly advance workforce initiatives in our area. Let WIB staff know if you plan to attend the Board meeting to show interest and support of this forward movement. The Board meeting will be held on December 11, 9:00 a.m., 15 W. Kellogg Blvd, Saint Paul. The Chambers are on the 3rd floor.
- The Minnesota Workforce Council Association's Annual Winter Meeting will be held on Thursday, December 13 from 9:30 am – 2:00 pm at the Maple Grove Community Center. Agenda items include: adoption of 2008 Legislative platforms, speakers from the State and Federal legislature and opportunities to network with Chairs, LEOs and Directors from other Service Areas. WIB members are encouraged to attend.
- Leadership opportunities: the position of Chair-Elect is open on the Youth Council and there are two spots for business members who would like to serve as at-large members on the Executive Committee. If you are interested in any of these positions, please contact Mary Jo.
- The Workforce Committee has changed their meeting to the FIRST Thursday of every odd month; their next meeting will be on January 3, 1:00-2:30 at the Ramsey County WorkForce Center- Saint Paul.
- The next WIB meeting, February 7, 2:30-4:30, will take place at Ramsey County Parks and Recreation in Maplewood.