

Ramsey County Workforce Investment Board

June 5, 2008

Minutes

WIB Members Present

Paul Nelson, Chair
Craig Anderson
Amy Brenengen
Mike Chanaka
Joe Crowe
Kathy Engesser
Trixie Golberg
Kirk Hayes
Lee Helgen
Bernie Hesse
Butch Howard
Bill Lowe
David McKenzie
Barbara Mednick

Bob Morse
Mary Russell
Jim Schultz

Members Absent

Patricia Brady- EA
Brian Carnes
Gerry Flannery
Bev Fritz
Kristina Hamann
Doug Hubbard
Lorrie Louder- EA
Jim McDonough
Mary McKee
Rob McKenzie

Brian Miller
Jane Sanem
Dean Shawbold
Mark Sorenson
Lori Stone
Rick Vasquez
Robert de la Vega- EA
Cynthia Yongvang

Staff/Guests Present

Karyn Berg, Workforce Solutions
Mary Jo Gardner, WIB CEO
Kathy Korf, Workforce Solutions
Jim Zentner, Workforce Solutions
Terry Zurn, Workforce Solutions

Call to Order

The WIB meeting was called to order at 2:38 p.m.

Recognition and Announcements

- See Attachment 1.
- During the month of May, over 4,536 visits were made to the Ramsey County WorkForce Center- Saint Paul.
- Lee Helgen thanked Workforce Solutions for providing supplemental information to the annual report on the services provided to the City of Saint Paul.

WorkKeys Assessment System/Career Readiness Certificate

Karyn Berg, Jim Zentner, and Terry Zurn discussed the WorkKeys Assessment tool, a product of ACT. WorkKeys is being piloted in the Ramsey County WorkForce Center- North Saint Paul as a career counseling tool to help match the right people to jobs and to demonstrate to job counselors and customers the value of it. It will be used as part of orientation and registration for dislocated workers. St Cloud and Mora are active users. The handout *WorkKeys, Employer Guide* was distributed.

WorkKeys will measure the ability and skill level of job seekers and will help identify where to apply resources to bring up skill deficiencies. Upon completion, individuals will receive bronze, silver or gold certificates that will demonstrate to employers the skills they have achieved. Eighty-five to ninety percent of jobs will fit into the gold level. For more information, check out the website at www.act.org/workkeys.

Staff are hoping to work one-on-one with WIB members to help get the word out about the value of WorkKeys to the employer community. It was noted that WorkKeys is validated and is closely linked with Onet. Employers can use the database of profiled jobs or can profile jobs in their organization as a way to help assess job candidates or determine training guidance. ACT will contract directly with employers. The Saint Paul Chamber and human resource associations were suggested as a resource for helping to get the word out.

Program dollars will pay for targeted participants. Universal customers may have to pay. The cost is \$5.00 per assessment.

Another pilot at the Ramsey County WorkForce Center- Saint Paul, work readiness credential, is looking at basic skills for entry-level jobs.

Approve Consent Agenda
Approve Minutes from April Meeting
Approve Agenda
Ratify MJSP Grant Support Letter

Motion was made by Mike Chanaka and seconded by Craig Anderson to approve the consent agenda as presented.

Motion carried.

Approve Local Plan

The WIB is required to submit an annual plan to the MN Department of Employment and Economic Development (DEED). The 2008 plan includes three sections involving regional planning, program operations and compliance. Mary Jo Gardner noted that the local plan gives a broad idea of what the WIB does.

Motion was made by Joe Crowe and seconded by Amy Brenengen to approve the Local Plan.

Motion carried.

Elect Chair-Elect

Motion was made and seconded by Kathy Engesser to elect Mary Russell as chair-elect of the WIB.

Motion carried.

Committee Reports

Market-Driven Workforce System Committee

- Craig Anderson reported that a \$400,000 Mn Job Skills Partnership grant request for a Metropolitan Manufacturing Sector Initiative was submitted to serve 110 incumbent and new workers and 40 existing at Saint Paul College and Anoka Technical College.
- Saint Paul College is getting a grant for a health care pilot project to work with local hospitals.
- The Committee met with Rachel Hillman from DEED to get an update on the labor market situation in Ramsey County. Last year, 45% of the jobs required a higher level of skills beyond basic skills; this year the number rose to 52%.
- The Workforce Committee will be meeting in July to begin work on the strategic plan. Members are welcome to join in.
- Councilmember Helgen discussed the Solar Cities initiative by the City of Saint Paul and suggested that the WIB should be front and center on the green jobs effort. The bottleneck will be in trained individuals. Century College is partnering with the solar demonstration project.

Youth Council

- The YouthLEAD Recognition Event is June 17 from 5:30 to 7:30 at the Harriet Island Pavilion. All members are welcome to attend. Friends of the WIB will be accepting monetary donations on behalf of Workforce Solutions to offset costs associated with the event. Tubby Smith will be the headline speaker.
- Ramsey County received an increase of over \$200,000 in WIA funding and the Youth Council allocated it to be used for Building Lives to reconstitute the program and operate for the coming year. The program provides intensive case management for at-risk youth and youth in the court system. Funding is also being sought from foundations and the State Legislature.
- Matt Reinartz has been approved for membership on the Youth Council. Matt will represent the City of Saint Paul Parks and Recreation Youth Job Corp.
- Workforce Solutions and their vendors are meeting 80% of targeted goals for the YouthLEAD Program. Out of seven goals, five are at or above 100%.
- Kirk Hayes reported that he will chair the Youth Council for one more year; a chair-elect is needed.

Communications, Advocacy and Oversight

- Reviewed the local plan.

- The Phillips Foundation is not interested in funding a fund development plan for a consultant but is interested in English language training.
- The WIA Adult program ends June 30. The program is meeting its goals, including those of its vendors.
- Reminder—all members need to be active in committee work.

Minnesota Workforce Council Association Update

The Minnesota Workforce Council Association/Governor's Workforce Development Council's annual summer meeting will be held August 5-7 in Duluth.

At the last meeting, trends on long-term health care were discussed. Currently, 60,000 people in Minnesota use long-term care facilities; it is expected that number will rise to 140,000. This is a huge issue that the WIB needs to look at. The Metro WIB is also looking at this issue.

Adjourn

The meeting was adjourned at 3:54 p.m.

Next meeting: Thursday, August 7, 2008

Attachment 1: Recognition and Announcements

Recognition:

- Jackie Mlynarczyk is retiring from her position as CEO of Kaposia, inc. after 35 years with the organization. Please join us in congratulating her on her next adventure and thanking her for her six years of service to the WIB.
- Congratulations to Mary McKee and Century College for their receipt of a grant to help retiring baby boomers use their skills as community volunteers, as well as helping individuals aged 50 plus who have been downsized from their current jobs develop skills to re-enter the workforce in healthcare or technology related fields.
- Congratulations to Craig Anderson and Saint Paul College for receiving \$1.9mil as one of the 2008 President's Community-Based Job Training Grant Awardees. These funds are intended to prepare students for careers in high-growth industries. Saint Paul College will use these funds, along with \$1.1mil in matching funds from local hospitals, for the development of a Medical Lab Technician training program.
- Congratulations to Commissioner Jim McDonough for being selected as a 2008 AWARE Award Recipient. This award is given to individuals who have performed extraordinary awareness-raising work for the issue of sexual assault.
- Congratulations to Jim Zentner, Workforce Solutions, for his acceptance as an Academy Fellow of the Aspen Institute's Sector Skills Academy. The Academy provides emerging leaders with an opportunity for experiential learning with practical applications for present and future work in the sector field. Jim's work will focus on the healthcare sector.
- Congratulations to the students who graduated from Phase 1 of the Metropolitan Manufacturing Sector Initiative. Twenty-one students graduated from Anoka Technical College on April 8th and twenty-two students graduated from Saint Paul College on April 10th.

Announcements:

- Mary Jo Gardner spoke about the WIB at the Rotary Club of White Bear Lake on May 28. The presentation included the history, structure and work of the WIB.
- The Third Annual YouthLEAD Recognition Event is June 17th, 5:30-7:30pm at the Harriet Island Pavilion. All members are welcome to attend. Friends of the WIB will be accepting monetary donations on behalf of Workforce Solutions to offset costs associated with the event.
- The MN Workforce Council Association/Governor's Workforce Development Council's annual summer meeting will be held on August 5th-7th in Duluth.
- Reminder- the Tri-WIB Meeting, "Looking to the Future," will be held on Friday, June 13th from 8:30 - noon at the Northern Service Center in West St. Paul. Confirmed guests include U.S. Rep. Betty McCollum and Bill Blazar from the MN Chamber of Commerce. RSVP to Mary Jo by June 6th to attend.
- WIB leadership opportunities: the position of Chair-Elect is open on the Youth Council, and the position of Chair is open on the Workforce Committee. If you are interested in either of these positions, please contact Mary Jo.
- The next WIB meeting, August 7, 2:30-4:30, will take place at Ramsey County Workforce Center – Saint Paul, 540 Fairview. Tom Gillaspay, State Demographer, will be speaking.