

SE MN Workforce Development Board

November 1, 2018, 2:00 PM

Workforce Development, Inc.
Rochester, Minnesota

Minutes

Members Present: Cheryl Gustason (Chair), Randy Johnson (Executive Director), Tony Bennett, Jeffery Boyd, Brian Cashman, Jeff Custer, Nadine Holthaus, Jim Kingsley, Laura Link, Marleen Lundberg, Vicki McKay, Erin Main, Mandi Morrissey, Michelle Pyfferoen, Kristy Ruble, Dee Sabol, Wayne Stenberg, Rob Van Craenenbroeck, Joy Watson, Jill Miller (Note Taker)

Others Present: Susan Boehm, Beth Christensen, Barb Embacher, Jenny Iverson, Wanda Jensen, Clara Johnson, Jeff McCabe, Jinny Rietmann, Jakki Trihey

A quorum was present, and Cheryl Gustason called the meeting to order. Introductions were made. **Wayne Stenberg moved for consent of the November agenda and October meeting minutes; Dee Sabol seconded, and the motion passed.**

Program Reports

The Management Committee and One Stop Partners did not meet today due to an orientation session that was held for new Workforce Development Board (WDB) members and Workforce Development, Inc. (WDI) staff.

Taskforce and Work Group Reports

Women and Minorities (Diversity and Inclusion) Work Group – Dee Sabol

- Work Group members divided into two groups, one looking at relational needs and one looking at technical/tactical needs of both employers and job seekers. The Work Group has been working on mapping out short-term strategies that include developing a survey for employers to assist in developing best practices. Dee shared that the Diversity Council, WDI, and the Rochester Area Chamber of Commerce are sponsoring the EquityLogic training series. The next training is on Tuesday, November 13th from 8-10am at Wood Lake Meeting Center. Those interested can register on the Rochester Area Chamber of Commerce website.

Emerging Workforce (Youth) Taskforce – Wayne Stenberg

- A quorum was present. Updated youth program performance outcomes were discussed. The taskforce looked at a draft of the youth survey, which will attempt to identify why youth are unemployed or underemployed. Flyers are being created to assist in helping youth discover their potential and to inform them about the jobs that are out there and what they will actually pay. Kim Buysee, a Bridge Mentor at WDI, spoke about the youth she works with at Minnesota Correctional Facility-Red Wing.

MaxAbility Employment Taskforce – Randy Johnson/Wanda Jensen

- The Career Connections Career Fair on October 4th went well. Randy mentioned the Assistive Technology Expo being held on Saturday, November 3rd. UN Enable Day is being held on December 3rd; the event aims to promote an understanding of persons with disabilities.

Salute Southern MN – Veterans Network – Randy Johnson

- Randy reported that Kenn Roehl, who has been the interim Chair, will be stepping down on November 7th to allow two taskforce members, Nathen Cunningham and Anthony Bushman, to co-Chair the taskforce. Both Nathen and Anthony are Veterans. The taskforce has created an intake and process flow chart. As an opportunity to network with Veterans, there was a "Conceal and Carry" shooting event held on October 27th. There will be another class held on November 10th. There are 30-40 Veterans signed up for the event.

Previously Incarcerated Individual (Diversity and Inclusion) Work Group – Susan Boehm

- The work group met on Tuesday, September 25th. The work group has established subcommittees focusing on employer engagement, the needs of the formerly incarcerated individual, and communication. Specifically, the Employer Engagement subcommittee discussed their objectives and short-term/long-term strategies, as well as what the performance measures will be for those. One of their strategies is to put together a social media campaign to share with partner agencies and interested employers; this should be done by July of 2019. Margene Gunderson and her colleague from Olmsted County gave an overview of Adverse Childhood Experiences (ACES). The full work group will meet again on Tuesday, November 27th from 3-4:30pm.

Randy reminded Board and Taskforce members, as well as WDI staff, that it is time to collect Taskforce Work Plans, with clear goals and objectives identified. The next step is to work on solutions and timelines. Our tool to market "what we know and what we are doing about it" is the Playbook, which has been created in draft format and is available on the WDI website. We will collect the remaining information and finalize the Playbook this winter.

Director's Report – Randy Johnson

Congressional Budget Update

- A long-term funding package for workforce development and training programs passed. Other Federal budgets are going to come up in December, but that will not affect us. The Federal money is 19% of our funding.

Legislative Update-Draft Revision of Workforce Development Fund

- Randy is continuing to work on a revising a bill that would allow for local Workforce Development Boards (WDBs) to make more decisions on how the money is spent in the Workforce Development Fund (WDF). He shared a copy of the proposed revisions to the statute. The revisions would include specific language that would build in a floor of a minimum of 40 percent of the funds for dislocated workers. The revised language would also state that the balance of the overall fund may be appropriated by the legislature, but that the appropriations must consider the target populations to be served and the targeted industrial sectors referenced in the State and regional Workforce Development Plans. Randy's peers from around the state and the Minnesota Workforce Council Association (MWCA) legislative committee plan to finalize the revised bill in the next week and seek legislators to sponsor the bill.
- Randy participated in a tour of the Hawthorne-Bridges to Healthcare Program this past week. Legislators were a part of the group who toured the facility. They listened to program outcomes and highlights and were very impressed. Bridges to Healthcare was one of the programs that received a direct appropriation from the WDF last year.

Approval of Revised Bylaws

- Randy shared a draft of the WDB Bylaws with Board members. The specific paragraph that is being amended is on Page 7, Section 7 – Voting Rights. Previous wording did not allow for the WDB to have a teleconferenced meeting. The revised draft version of the Bylaws indicates that under rare circumstances, a special Board meeting may be conducted via teleconference or similar communication device. **Mandi Morrissey moved to amend the wording on Page 7, Section 7 – Voting Rights, to indicate that "under extraordinary circumstances, a special Board meeting may be conducted via teleconference or similar communication device;" Dee Sabol seconded, and the motion passed.** The Joint Powers Board (JPB) will also need to approve the amended Bylaws at their meeting on November 8th.

Information Sharing (Board members)

- Further discussions took place around the question: "Have recent tariffs on imports affected your business or supply chain?" Several employers remarked that they are having to watch their hiring practices. They are determining if their businesses are going to pass the cost on or to absorb it.

Other Area Activity/Upcoming Meetings

- Dee Sabol shared that the next EquityLogic training session is on Tuesday, November 13th from 8-10am at Wood Lake Meeting Center. They plan to replicate the EquityLogic training series in other areas in the future.
- Brian Cashman announced that the annual Minnesota State Career and Technical Education Conference was recently held. There were hundreds of attendees. Brian complimented Jinny Rietmann on her back-to-back presentations at the conference. He commented that Jinny did a great job with that!
- Randy Johnson added that the YouthPrise program was recently evaluated. People said great things about the program, particularly in the Red Wing area.
- Randy also shared that this is the first time that a full complement of WDB officers are planning to attend the National Association of Workforce Boards (NAWB) session in Washington, D.C. in the Spring (2019). Cheryl Gustason spoke about her experience last year, and commented that she found the sessions very beneficial.
- Marleen Lundberg shared that the process of rebranding the identity of the Minnesota Workforce Centers to CareerForce has already started. There will be staff trainings this month. The roll-out of the CareerForce website (www.CareerForceMN.com) will be at the end of this month, with the website going live for customers to use.

Motion to adjourn the meeting by Dee Sabol; Laura Link seconded, and the motion passed.

Respectfully submitted,
Jill Miller
Workforce Development, Inc.