

**General Membership Meeting
April 7, 2022, 2:30-4:00pm
Meeting Minutes**

WIB Members Present

Becky Degendorfer
Chris Duffy
Karen Gerdin
Jennifer Germain
Lisa Guetzkow
Susan Jambor
Chad Kulas
Tony Lusiba
Yolanda McIntosh
Camila Mercado Michelli
Paul Nikstad
Sheila Olson
Koami Pedado
Elisa Rasmussen
Mary Rick
Trish Stevens
Julie Thiel
Chris Tolbert

Members Absent

Tom Aasheim-EA
Robert Blake
Shym Cook-EA
Hyon Kim-EA
Gaye Adams Massey-EA
James McClean
Jim McDonough-EA
Sean Mullan-EA
Donald Mullin
Sheri Reimers-EA
Tanya Velishek
Ramona Wilson-EA
Tracy Wilson

Staff/Guests Present

Joseph Adamji, Science Museum of MN
Ling Becker, Workforce Solutions
Michelle Belitz, Workforce Solutions
Hussein Farah, New Vision Foundation
Scott Herold, High School of Recording Arts
Mariann Macalus, Workforce Solutions
Pamela Maldonado, CAPRW
Becky Milbrandt, Workforce Solutions
Kowsar Mohmed, City of St. Paul Planning & EDD
Rachael Molenaar, Workforce Solutions
John O'Phelan, Workforce Solutions
Elizabeth Pacunas, St. Paul Housing Authority
Melody Santana-Marty, Ramsey County Finance
Katja Wallin, UpTurnships

Call to Order & Announcements

Chair Chad Kulas called the meeting to order at 2:31pm and read the following announcements:

- Welcome to the Workforce Innovation Board of Ramsey County meeting. We especially welcome our partners and guests who join us today.
Congratulations to the 2022 Vern Vick Memorial Award recipients. We look forward to celebrating with them at the June WIB meeting.
 - Scott Herold - Director of Business of Music & Media & Career Services, High School for Recording Arts Business of Music & Media
 - Jenny Moore - Career Pathways Coordinator, White Bear Lake Area High School
 - Peg Thomas - Executive Director, Sundance Family Foundation
- Section 13D.021 of the Open Meetings Law makes it possible for the WIB to have meetings via telephone or other electronic means when an in-person meeting is "not practical or prudent because of a health pandemic or an emergency declared under chapter 12." Under these circumstances, the law requires that all votes be taken by roll call. We plan to do this through the chat rather than a voice roll call. After each motion, please respond with a YES or NO in the chat so your vote can be recorded.
- Article 8 of the WIB's Bylaws state that "...members shall not cast a vote on any matter regarding the provision of services by the member or by an entity that the member represents or on any matter that would provide direct or indirect financial benefit to such member or the immediate family of such member". If you believe you have a conflict on any items on today's agenda, please abstain from discussion and voting.
- WIB members and guests are invited to attend any committee meetings. All agendas and minutes are available on the WIB's webpage. Due to the pandemic, all meetings are being conducted via video conference. Instructions to participate are included in the meeting invites and are posted on the WIB's webpage.
- The next WIB meeting is scheduled for Thursday, June 2, 2022, at 2:30. The meeting will be in-person at the Humanities Center, 987 Ivy Avenue E., Saint Paul.

Land Acknowledgement

Olson read the land acknowledgement.

Approve Consent Agenda

April Meeting Agenda

February Meeting Minutes

WIB Financial Report

Motion (Olson/Nikstad) to approve the consent agenda as presented. Motion carried by vote in the chat.

Director's Updates

Becker provided updates on the following:

WIB-County Board Workshop: Every few years the WIB provides an update to the County Board. This is a chance for the WIB to provide an overview of the work they have been doing and discuss the on-going ways that the WIB helps to support the County in executing its goals and priorities. This workshop will be held April 19. Several WIB members will be presenting. All WIB members are invited to attend virtually.

Return to In-Person Meetings: The full WIB and Executive Committee meetings will return to in-person starting in May with the rest of the committees remaining virtual. The full WIB meetings will be held at the Minnesota Humanities Center through the end of the year, with the exception of December, which will be held at International Institute. Everyone then transitioned into breakout sessions for a small discussion on moving back to office settings and work.

WIB Leadership

Extension of WIB Chair Term: Kulas provided an update on Wilson's decision to step aside as Chair-elect. He expressed a willingness to serve another year as Chair while a new Chair-Elect prepares to take over.

Motion (Duffy/Degendorfer) to approve a one-year extension of the WIB Chair's Term. Motion carried by vote in the chat.

Election of WIB Chair-Elect: Kulas reviewed the roles and responsibilities of the Chair-Elect. He opened nominations for WIB Chair-Elect. Duffy nominated Elisa Rasmussen. Rasmussen accepted the nomination. After asking for other nomination three times and hearing none, Kulas closed nominations.

Motion (Duffy/McIntosh) to cast a unanimous ballot for Elisa Rasmussen as WIB Chair-Elect for the 2022-2023 term. Motion carried by vote in the chat. Thank you to Kulas for having his term as Chair extended one year. Congratulations to Rasmussen as being elected Chair-Elect for the 2022-2023 term.

One-Stop Operator Selection

Milbrandt provided an update on the results of the procurement process and recommendation to move forward with entering into a Memorandum of Understanding (MOU) with the only responder - the consortium of Temporary Assistance to Needy Families, Vocational Rehab and Job Service partners. Becker is written in as the representative from Title I, Employment Services. The proposed term of the MOU is being shortened to align its solicitation timeline with the rest of the state.

Motion (Jambor/Stevens) to approve the selection of the One-Stop Operator and the Memorandum of Understanding as presented. Motion carried by vote in the chat.

Youth Employment Services Vendor Selection

Belitz provided a recap of the vendor selection process. Molenaar shared the approved contracts, which were approved by the Executive Committee and executed on April 1, 2022. She shared the funding source and timeline for training/technical assistance. Information about the vendors/organizations is available on the Ramsey County website. Becker stated more funds will come out of American Rescue Plan Act for youth and young adult employment services.

PY22/SFY23 Unified Local Youth Plan

Belitz provided an update as to the Youth Plan that will be submitted to DEED. The Plan is required in order to receive Workforce Innovation & Opportunity Act (WIOA) Youth and Minnesota Youth Program (MYP) awards. Molenaar shared some of the pertinent highlights of the Plan, which were also outlined in a memo that the WIB received prior to meeting.

Motion (Rasmussen/Rick) to approve the PY22/SFY23 Unified Local Youth Plan as presented. Motion carried by vote in the chat.

WIB Action Plan 2022-2023

Becker provided an update on the action plan for 2022-2023 based on four aspects: Systems Innovation, Systems Alignment and Leadership; Employer Engagement and Culturally Responsive Leadership. She shared a summary of highlighted action plan strategies.

Motion (Degendorfer/Lusiba) to approve the 2022-2023 WIB Action Plan as presented. Motion carried by vote in the chat.

2021 Annual Report

Duffy shared highlights of the Annual Report and the timeline for release. The report will be on the Ramsey County's Open Data Portal which is new this year. Milbrandt indicated that a link will be shared with all the WIB members when it is released on April 19.

Tech Month: Supporting Residents Around Technology

Becker shared details on an upcoming Tech Month event being held on April 22 and provided labor statistics on the tech industry, occupations and talent needs. She and Rick also shared information on the upcoming Tech Talks and Tech Futures events. Kulas introduced and provided background information on guest speakers Farah and Mohamed. Each speaker provided an update.

- WESA Grant/New Vision Foundation Partnership: Farah is the founder and executive director of the New Vision Foundation. Major event is a pilot program in partnership with YouthPrise, Tech Dump and High School for Recording Arts.
- UX Academy: Mohamed is a Project Manager with the City of Saint Paul's Planning and Economic Development Department. She shared information pertaining to MSP TechHire events.

Connectivity Blueprint: Becker gave an update on Ramsey County's digital equity project in conjunction with the City of St. Paul which focuses on the disparities/gaps in our community around connectivity. SDK Communications is the consultant on this project.

Workforce One Connect App

Guetzkow shared an overview of the new messaging app for clients developed by the State. This app improves services communication between clients and staff. It has been rolled out to the entire state for use with 20+ programs. It was launched in Ramsey County in January 2022.

Other

No additional items were discussed.

Adjourn

Upon conclusion of the agenda, the meeting was adjourned at 4:02pm.

Next meeting: Thursday, June 2, 2022, 2:30-4pm – Minnesota Humanities Center, 987 Ivy Ave. E., St. Paul