

**Workforce Innovation Board of Ramsey County
Partnership & Outreach Committee Meeting Minutes**

Tuesday, January 14, 2025

2:00-3:00pm

Zoom Video Conference

Committee Members Present

Fidelity Goodlaxson
Katie Kapaun
Chad Kulas
Pamela Maldonado

Members Absent

Donna Rapacz-EA
Trish Stevens-EA
Carly Voshell
Pai Her

Staff/Guests Present

Cliff Kallemeyn, Resident
Mariann Macalus, Workforce Solutions
Becky Milbrandt, Workforce Solutions

Call to Order & Land Acknowledgement

Kulas called the meeting to order at 2:02pm and read the land acknowledgement aloud.

Introductions

Introductions were made.

Conflict of Interest Acknowledgement

Kulas read the Conflict of Interest Acknowledgement aloud. Milbrandt explained that any WIB or committee member who has a conflict of interest should abstain from discussion and voting. The policy is reviewed by every committee and the WIB each year. The policy will be included in the slide deck shared in the follow-up email.

Approve September Minutes

Motion (Kapaun/Maldonado) to approve the September 10, 2024, meeting minutes as presented.

Motion carried unanimously by chat vote.

2025 Committee Meeting Schedule

Milbrandt shared the proposed 2025 meeting dates, stating it follows the same cadence as 2024, with meetings the 2nd Tuesday of odd-numbered months from 2-3pm. Meeting invites have already been sent but will be adjusted as needed.

Motion (Kapaun/Maldonado) to approve the proposed 2025 Committee meeting schedule as presented. Motion carried unanimously by chat votes.

Committee Work Plan/Project Updates

Milbrandt shared the following updates on projects this committee has taken the lead on:

Inclusive Employer Toolkit Lunch and Learn Sessions: There was discussion on how to expand the use of the toolkit with information that is relevant and useful to the business community. Rather than hosting lunch & learn sessions, the proposed plan is to feature a section of the toolkit in the WIB Newsletter along with testimonials from business employers who have utilized the toolkit on social media. Milbrandt asked committee members to share the toolkit with their business contacts. She will also ask Karyn Berg, Workforce Solutions' Business Services team member, to request some quotes. Also, a prompt will be added to the website for employers to provide feedback on ways of how they are using the toolkit. The toolkit will be shared at the upcoming Inclusive Workforce Summit to expand its use with the 100+ employers participating.

Inclusive Workplaces Cohort Recruitment: Applications for the fourth cohort opened in January. There will be an information session in February for interested businesses, with the application deadline in late February. Changes from the previous years' cohorts: (1) sessions will be 2 hours, rather than 1.5 hours but a fewer number of sessions; (2) in-person sessions will start in May; (3) a historical data analysis is being added; (4) a capstone project at the end of the cohort is being added.

Ramsey County Means Business Site Refresh: The goals of the refresh: make the Workforce page have more unique identity; more flexible space for special efforts and to bring the site up to current best practice standards for look, functionality and accessibility. This updated site went live in December. Metrics were shared from the last several years noting the workforce side gets the most activity. The main page is more of an icon look versus a banner. There are specific workforce feeds on the main landing page. Committee members are encouraged to check out the site and send any feedback to Milbrandt as to how the website looks, etc. It was noted that the Ramsey County Job Board is one of the best that is available to the community. The Saint Paul Area Chamber is promoting Job Connect in their newsletters, etc. Asking everyone to share the Job Connect information with others.

The Opportunity Project for Cities Wrap-Up: The project wrapped up on December 20. The final project was presented, including a pilot of the digital career finder tool, at the November 17 Demo Day. A link to the demo will be provided in the follow-up email. The City of Saint Paul now owns the tool and has access to the administration of the site.

WIB Annual Report: Work is starting on the 2024 Annual Report. The theme “Investing in People & Partnerships” was built off the county’s budget theme. The banner screen was developed last year so it could be used for several years. Visualizations will be shared with this committee before the report is final so there is time for feedback. The final draft will then be shared for last review around March 11. The report will be brought to the WIB for approval on April 3. Any ideas or suggestions can be sent to Milbrandt.

Staff Updates

Upcoming Events: Milbrandt shared the following events and asked members to share with their networks:

- Inclusive Workforce Summit: January 29, 8am-1pm – Science Museum of Minnesota. Yolanda McIntosh will moderate the keynote panel.
- Top Trends to Watch in 2025 Webinar: February 19, noon-1pm. Follow up after the event will be a series of articles that dig deeper into the trends. The link to register will be provided in the follow up email.
- Artist Job & Resource Fair: February 27, 2-5pm at Springboard for the Arts. A landing page on Ramsey County Means Business is being built to highlight this industry. The event hosts a variety of artist-led career and resource offerings for artists and community members.
- Ramsey Green Expo & Career Fair: March 19, 10am-1pm at the Minnehaha Rec Center. This is the second year of this event which is being planned in partnership with the Ramsey County Environmental Health department.
- Youth Workforce Champion Awards: Formerly known as the Vern Vick Awards. This year’s nominations are due February 19 at 4pm. Awards will be given out at the April WIB meeting. Please join in the celebration.

Other

Reminder of the WIB meeting on February 6. That meeting will focus on legislative update as well as meeting the new Workforce Solutions Director Catrice O’Neal and County Commissioner Kelly Miller who was appointed to the WIB.

Adjourn

The meeting was adjourned at 2:50pm.

Next meeting: Tuesday, March 11, 2025, 2-3:00p via Zoom