

NORTHEAST MINNESOTA OFFICE OF JOB TRAINING
ELECTED OFFICIAL BOARD
Thursday, June 8, 2017
Virginia Workforce Center

Chair Adee called a regularly scheduled meeting of the Elected Official Board to order at 1:05 p.m. with the following in attendance:

Tom Rukavina Donald Niemi Pete Walsh Kevin Adee

Excused: Tom Proulx, Burl Ives, Myron Bursheim
Staff: Michelle Ufford, Randy Lampton, Renee' Marconett

Motion was made by Niemi, supported by Rukavina, to approve the June agenda as written; with no additions or revisions; motion carried unanimously.

Motion was made by Walsh, supported by Rukavina, to approve the February 9, 2017 minutes as written; with no additions or corrections; motion carried unanimously.

Handout #1 – Funding Summary for April 2017. Lampton explained the carryover of WIOA funds for dislocated workers and adults. All current grants and expenditures are in place. Federal youth funds for PY'17 WIOA have not yet been received. PY'16 MN Youth Grant will be spent out by June 30, 2017. County MFIP grants do not end until December 31, 2017.

Program Year 2017 allocations for Federal funds and State Dislocated Workers have not yet been received. The State DW funds were reduced 20% by legislature, but this does not imply our amount will be specifically affected.

Through the Department of Rehabilitation Services (DEED), the Northeast Minnesota Office of Job Training was one of ten proposals to receive a \$100,000 grant to provide Pre-Employment Transition Services to area schools. This project will focus on Career EdVenture efforts for students with an Individual Employment Plan (IEP). We have committed to serving 900 participants between July 1, 2017 and September 30, 2018, which equates to roughly 10 students per month, per youth counselor over a 9-month school year. A marketing plan for this project will be developed over the summer, including an announcement to notify all Special Education teachers and other district personnel. Staff is anxious for this opportunity to expand programming to ensure that students with disabilities are afforded the same chance to take an active role in designing a successful future for them.

The Northeast Minnesota Office of Job Training has received a \$30,000 grant from Iron Range Resources to administer requests for sponsorship and related expenses for community and school-oriented career exploration events such as the Science and Engineering Festival, Construct Tomorrow and teacher in-service opportunities to learn more about local industry and career opportunities. Funds will be spent on career exploration activities which could include event sponsorships, assistance with transportation, and substitute teacher costs. This funding is not limited to a single program year, but is limited to activities occurring within IRRRB's TRA. This is an exciting opportunity to partner with IRRRB and advance our reputation with schools even further.

The Northeast Minnesota Workforce Development Board submitted a request for funding from the Minneapolis-St Paul Workforce Innovation Network (MSPWIN) to support the advancement of a Skilled Construction Trades career pathways initiative in the Northeast region. We will be receiving \$30,000 from MSPWIN to establish a plan to meet employer demand for skilled workers and strategies to diversify the future workforce.

Planned goals include further developing a membership stakeholder workgroup to lead and sustain this initiative, identify at least three construction trade occupations with the greatest workforce needs in the Northeast region – replicating much of the MSPWIN Construction Workforce Forecasting study, map career pathways for each of the three high-need occupations, and develop a skilled trades/construction career awareness campaign aimed at youth, parents, school personnel, and adult job seekers.

Jarden Home Brands, Cloquet's match and toothpick factory, is closing. 85 people will lose their jobs as a result, with many long term employees. The plant was sold to Georgia-based Royal Oak Enterprises last month and the new owners decided to close the Cloquet facility, which is expected to occur within six months. The NE MN Office of Job Training will bid on this project to serve the dislocated workers. Ufford will update board members when additional information is received.

Dave Cook has been hired as a full time Career Counselor in our Duluth Office. He previously worked at Duluth Business University where he was the Career Services Manager for eight years. At DBU he developed and taught their online personal branding/job readiness class, developed a recruiting campaign using social media, and was very successful in helping graduates find work. Dave will be working with MFIP and WIOA clients.

Board members were given a copy of the Memorandum of Understanding (MOU) for Local Workforce Development Area 3 – Northeast MN One-Stop Service Delivery. The purpose of the MOU is to define the roles and responsibilities as mutually agreed by the Boards and Workforce Center partners for the operation of the One-Stop Service Delivery as required under the Workforce Innovation and Opportunity Act of 2014 (WIOA). The MOU is an updated version, which has been in place for decades. Ufford outlined specific areas that have been revised. **Motion was made by Rukavina, supported by Niemi, to accept the Memorandum of Understanding as written, with no additions; motion carried unanimously.**

A One Stop Operator procurement is now required under the Workforce Innovation and Opportunity Act (WIOA). Workforce development-minded organizations with successful past experience who can thoroughly demonstrate they have the ability to provide the management and oversight services requested were considered. One proposal was received from the partner consortium of AEOA, Department of Rehabilitation Services, State Services for the Blind, and DEED. The proposal was reviewed and approved by the Workforce Development Board at their May 24, 2017 meeting. The One Stop Operator will function under a Memorandum of Understanding (MOU) with the NE MN Board starting on July 1, 2017.

Union contract negotiations will begin this fall. This is a three year contract. Ufford has been in contact with Clare Balow, who is the union steward, and will update board members as more information is received.

The meeting concluded with board members hearing relevant activities occurring in each county, including updates on local economic development projects.

Next meeting scheduled for Thursday, September 21, 2017.

Motion made by Rukavina, supported by Walsh to adjourn meeting at 2:20 p.m.; motion carried unanimously.