

LOCAL ELECTED OFFICIAL BOARD MEETING

Location: Virtual Meeting & Virginia CareerForce
Date: February 23, 2023
Time: **11:00 a.m.**
Facilitator: Marie Domiano

Minutes

- I. **Call to Order:** 11:05am by Commissioner Proulx

- II. **Roll Call:** Present: Tom Proulx, Burl Ives, Paul McDonald, Travis Leiviska, Stacy Hawkins,
Absent: Ricky Roche; Lake Co. has not assigned a commissioner to replace P. Walsh
Staff Present: Marie Domiano, Randy Lampton, Randy Back, Tara Helms

- III. **Approval of Agenda:** Move to approve 2-23-23 agenda by Commissioner Proulx, seconded by Commissioner McDonald, order will be modified to accommodate election of officers, unanimously passed and approved.

- IV. **Approval of Minutes:** No minutes from the last meeting, it was the NAWB (National Association of Workforce Boards) training.

- V. **Old Business:** No old business.

- VI. **New Business**
 - a) **Introductions/Structural Overview**
 - b) **Election of Officers:**
 - a. Chair: Nomination of Commissioner Burl Ives to chair by Commissioner Proulx, seconded by Travis Leiviska. Vote results: Unanimously election of Commissioner Ives as chair.
 - b. Vice Chair: Commissioner Travis Leiviska was nominated as Vice Chair by Commissioner McDonald; Commissioner Hawkins seconded the nomination. Vote results: Unanimous election of Commissioner Leiviska as vice chair.
 - c. Secretary: Commissioner Tom Proulx nominated as secretary by Commissioner McDonald, seconded by Commissioner Hawkins. Vote results: Unanimously election of Commissioner Proulx as secretary.
 - c) **Open Meeting Law**
 - a. Meeting Date and Time Preferences: Discussion regarding ideal meeting times for new commissioners. Moving forward meetings will occur on the 4th Wednesday at 10am.
 - b. Next Meeting: March 22, 2023 @ 10am.
 - c. In-Person Meeting: To comply with the open meeting law, Marie proposed rotation from Virginia to each county. Commissioners agreed, Commissioner Ives will host a tour of the new Itasca County Jail in March.
 - d) **Future Business Training:** Will communicate joint training video; documents; and email you information as dictated by the executive board.
 - e) **JET LEO (Local Elected Official) New Member Orientation Presentation:** Mission Statement, History of Workforce Development and JET History; JET Serves Seven Counties in Northeast Minnesota through DHS and WIOA (Workforce Innovation and

Opportunity Act) programming; Deliver services through CareerForce Locations and Community Service Locations, like Colleges and Schools; We deliver DHS services include Diversionary Work (DWP (Diversionary Work Program)) and Minnesota Family Investment Program (MFIP) in St. Louis, Itasca, Koochiching, Carlton, and Aitkin County. WIOA/DEED programming includes: WIOA Adult, Dislocated Worker and Minnesota State Dislocated Worker, Talent Development Program, WIOA Youth, Minnesota Youth Program (MYP), Career EdVenture Outreach to Schools (MYP/OTS), 218 Trades; Programs: WIOA Adult; Dislocated Worker, Veterans Preference receive the following services: Tuition Support, On the job training, career counseling, transitional employment, work experience, support services, assist with training, and keeping employment;

- f) **Funding Summary:** FY runs from July-June. Lampton update: County grants all started in January. Youth grant 041 will be extended to June, all other grants closed on time.
- g) **Joint Powers Agreement:** After the joint power's agreement has any changes, it needs to be taken back to each county board to be reviewed by attorneys. Get back to counties in March/May vote on it as a board and get own counties look at it too, latest June. To review.

VII. **County Updates**

VIII. **Next Meeting:** March 22, 2023 @ 10am in Itasca County

VIII. **Adjourn: Motion** to Adjourn by Commissioner Ives, seconded by Commissioner Leiviska, motion unanimously passed and approved. Adjourned at 12:46pm.



Tara Helms, Recording Secretary



Tom Proulx (Mar 21, 2023 14:03 CDT)

Tom Proulx, LEO Secretary







2.23.23 LEO Minutes

Final Audit Report

2023-03-21

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