

NORTHEAST MINNESOTA OFFICE OF JOB TRAINING
LOCAL ELECTED OFFICIAL BOARD
Thursday, February 8, 2018
Virginia Workforce Center

Secretary Proulx called a regularly scheduled meeting of the Elected Official Board to order at 1:15 p.m. with the following in attendance:

	Burl Ives	Tom Rukavina	Pete Walsh	Kevin Adee
	Myron Bursheim	Tom Proulx		
Excused:	Donald Niemi			
Guest:	Brian Hanson, President of APEX			
Staff:	Michelle Ufford, Randy Lampton, Renee' Marconett, Kari Paulsen, Alysa Hackenmueller			

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

Motion was made by Rukavina, supported by Bursheim to approve December 14, 2017 minutes as written; with no additions or corrections, motion carried unanimously.

Handout #2 – Funding Summary for December 2017. All current grants and expenditures are in place.

Regional Workforce Assessment Initiative

Brian Hanson, President of APEX

County Commissioners had requested additional information on the Regional Workforce Assessment Initiative sponsored by APEX. Brian Hanson, President of APEX, outlined the complete details of the initiative. APEX, along with regional economic and workforce development partners (Regional Workforce Study Team) are seeking a contractor to frame the advantages, opportunities and challenges of our regional workforce landscape in terms that private industry, academia, and site selection consults will find credible. This comprehensive labor study will be used as an economic development tool to enhance our region's ability to:

1. Attract new and retain existing workforce
2. Attract new and expand existing businesses
3. Attract new investment to the region
4. Support existing career pathways programs and identify new opportunities for more workers to earn family sustaining wages.

Desirable outcomes to be achieved through the Project include:

- ◆ New workforce training opportunities, programs, and approaches are developed
- ◆ New industries are identified and pursued
- ◆ Workforce participation increase
- ◆ Unemployment rate decreases
- ◆ Average regional wages increase
- ◆ High School graduation rates increase

The three parts of the survey include:

1. Workforce Availability and Skills Analysis
2. Employer Demand and Needs Analysis
3. Workforce Strategies

Project Budget is \$100,000 - \$140,000 (estimated)

Time line: Will start the end of March, three month survey

APEX is asking for \$10,000 from the NE MN Office of Job Training. MN Power, Northland Foundation, IRR, and Blandin are a few of the organizations who are also participating.

After lengthy discussion with many questions, **motion was made by Rukavina, supported by Ives to approve the \$10,000 buy in to take part in the APEX survey; motion carried unanimously.**

NE MN Office of Job Training Staff presentations

Kari Paulsen, Career Counselor in Aitkin

Alysa Hackenmueller, Career Counselor in International Falls

The county commissioners have been interested in receiving some detailed information of specific activities and functions that are performed by employees at the NE MN Office of Job Training. Michelle has arranged for two different counselors to attend an LEO meeting to explain issues and challenges in their respective counties.

Alysa and Kari each gave a PowerPoint presentation outlining what is going on in their local communities and how they are involved. They received a very welcome response and commissioners were pleased with the professionalism and excellent job these individuals are demonstrating in connecting with a wide range of clients.

County Updates

Commissioners gave updates of what is happening in each of their counties.

Miscellaneous

Due to time restraints, the following agenda items were tabled until the next meeting:

- Election of Officers
- Career Force
- Workforce Solution Series

Meeting was adjourned at 3:35 p.m. Next LEO meeting will be April 12th.