

NORTHEAST MINNESOTA OFFICE OF JOB TRAINING  
ELECTED OFFICIAL BOARD  
Thursday, February 9, 2017  
Virginia Workforce Center

Vice Chair called a regularly scheduled meeting of the Elected Official Board to order at 1:02 p.m. with the following in attendance:

Don Niemi	Kevin Adee	Myron Bursheim	Tom Proulx
Pete Walsh	Tom Rukavina	Burl Ives	

Staff: Michelle Ufford, Randy Lampton, Renee' Marconett

Vice-Chair Adee requested nominations for the election of officers. **Rukavina nominated Adee, supported by Proulx, for the chairperson. Following no responses to three calls for further nominations, a unanimous ballot was cast for Adee. Rukavina nominated Niemi, supported by Proulx, for vice-chair. Following no responses to three calls for further nominations, a unanimous ballot was cast for Niemi. Rukavina nominated Proulx, supported by Walsh, for secretary. Following no responses to three calls for further nominations, a unanimous ballot was cast for Proulx.**

**Motion was made by Rukavina, supported by Proulx, to approve minutes of December 8, 2016 meeting as written; with no additions or corrections; motion carried unanimously.**

Handout #1 – Funding Summary for December 2016. The summary was explained in detail for the new board members which outline how funding sources are broke out by Federal and State grant amounts. Board members will receive a funding summary at each meeting, with a funding summary detail outlining the fund name, source and major activities.

With the addition of three new county commissioners, Ufford presented an overview and orientation of the Northeast Minnesota Office of Job Training outlining the history, structure, staff, funding and programming sources, and the role of the Local Elected Official Board, Workforce Development Board, and Workforce Center System.

In 2014, the Workforce Innovation and Opportunity Act (WIOA) was passed to better align the workforce system with education and economic development. WIOA functions as the framework for delivery of public employment and training resources. Under WIOA, local areas are to collaborate on a regional plan for workforce development, which for us means partnering with the Duluth Workforce Development Board. Goals include: Establish a regional leadership team; negotiate regional performance standards; establish and implement three regional service alignment goals; coordinate with economic development; identify populations experience educational and employment inequities; create business-led sector partnerships, and engage stakeholders.

The Northeast Minnesota Office of Job Training receives funding for Federal, State, and Local programs. Ufford explained each program in detail and what services are available to low income adults, dislocated workers, and youth. Special initiatives and projects are also funded such as Northeast Career EdVenture, Talent Development Program, IRRRB funds, Construct Tomorrow, healthcare, job fairs, and job shadowing.

Local Workforce Center partners, (AEOA, DEED, and NEMOJT), must provide services to the general public. Computers/internet access, resume and job search assistance, career assessment, workshops, funding for education, and Adult Basic Education are just a few of the services available to job seekers. Services for Businesses include recruitment and hiring, labor market information, information on tax credits, and connection to other state and federal resources.

The vision for Boards is to serve as a strategic leader and convener of local workforce development stakeholders. They develop policies and investments that support system strategies to support the regional economy, develop effective career pathways and sector initiatives, plus develop a high-quality, customer-centered service delivery.

Commissioners asked a number of questions pertaining to the operation of the Northeast Minnesota Office of Job Training.

**Motion made by Rukavina, supported by Ives to adjourn at 3:20 p.m.; motion carried unanimously.**

Next meeting scheduled for Thursday, April 13, 2017.