

NORTHEAST MINNESOTA OFFICE OF JOB TRAINING
ELECTED OFFICIAL BOARD
Virginia Workforce Center
Thursday, January 9, 2014

Chair Eichorn called a regularly scheduled meeting of the Elected Official Board of the Northeast Minnesota Office of Job Training to order at 1:07 p.m. with the following in attendance:

Rusty Eichorn	Brian Napstad	Tom Proulx
Garry Gamble	Kevin Adee	Mike Forsman

Excused: Brad Jones
Staff: Michelle Ufford, Robert Marconett, Renee' Marconett

Motion was made by Forsman, supported by Gamble to approve January 9, 2014 agenda as written; with no additions or corrections; motion carried unanimously.

Motion was made by Napstad, supported by Adee, to accept the minutes of October 17, 2013 meeting as written, with one correction to the spelling of Commissioner Gamble's name; motion carried unanimously.

Financial Director Marconett reviewed Handout #1 – November 2013 Funding Summary Breakout. All MFIP grants have spent for 2013 and new grants are in place for 2014.

Participant data (Handout #2) for December 2013 was available for review at the meeting.

Board members were given copies of the PY'12 Final Audit Report from McGladrey LLP (Handout #3) for review. The audit contained no disallowed costs, no questioned costs, and no areas of non-compliance.

Chair Eichorn requested nominations for the election of officers. **Napstad nominated Eichorn, supported by Adee, for the chairperson. Following no responses to three calls for further nominations, a unanimous ballot was cast for Eichorn. Forsman nominated Adee, supported by Gamble, for vice-chair. Following no responses to three calls for further nominations, a unanimous ballot was cast for Adee. Proulx nominated Napstad, supported by Forsman, for Secretary. Following no responses to three calls for further nominations, a unanimous ballot was cast for Napstad.**

Operations Director Ray Garmaker is retiring after 36 years of service with the Northeast MN Office of Job Training. He is being replaced by Randy Back who has been employed as a Career Counselor with the Office of Job Training for 16 years and currently supervises the Duluth and Cloquet offices. Back will be invited to attend the next meeting and meet board members.

Financial Director Marconett distributed 2014 MFIP Contracts (Handout #4). Funds for Carlton County have increased, Koochiching and Aitkin County remain the same, and Itasca and St. Louis county have decreased. As part of the MFIP/DWP agreement with St Louis County, the Employment and Training Providers will receive a Performance-based allocation of \$33,181 if the Work Participation Rate (WPR) is met for clients. A staff meeting will be held to strategize on the process to assure NEMOJT meets performance expectations.

Ufford reviewed funding trends over the past five years (Handout #5). There has been an overall decrease of 38% in Federal WIA funding, 35% decrease in State funding, 27% decrease in MFIP/DWP/Support Work/Transportation funding, and a 69% decrease in Miscellaneous (FastTRAC, WIA Incentive, NW WI CEP, Career EdVenture; this decrease largely due to absence of stimulus funds) funding over the last five years. Overall, there has been a 34% decrease in regular, formula funding over the last 5 years.

The Office of Job Training did not receive the \$250,000 Minnesota Youth Workforce Development competitive grant, though scored relatively high overall but just below the cutoff. Grants were distributed completely in the metro area to serve high-risk youth.

Board members were given copies of the Career EdVenture activity report for September-December 2013. A total of 2,056 students (509 student received individual, personalized services, and 1,547 students received group services) have been served from September through December 2013. Of those students who received individual services, 47% are seniors, 30% juniors, 12% sophomores, 3% freshmen, and 8% are out-of-school youth. Topics students are talking to counselors about include accessing online career exploration tools, career assessments, job search/resumes/applications, post-secondary training and financial aid, access to community resources, and transition from high school planning.

Board members were updated on Dislocated Worker grants. Cleveland Cliffs has called back the majority of their workers. Eighteen dislocated workers are being served through the American Consolidated Media (ACM) grant, which ends in March 2014. There are 105 dislocated workers currently enrolled in the Boise project, and another 30 applications pending enrollment. There has been an extreme amount of activity in International Falls with the Boise response team meetings and a high number of people accessing services. Minnesota Diversified Industries (MDI) in Hibbing and Grand Rapids are laying off approximately 99 workers. MDI is a sheltered workshop environment that employs individuals with disabilities who make cartons for the US Postal Service. The layoff is a result of the absence of a contract from the USPO. Partnerships may be formed between the Office of Job Training, Rehabilitation Services, and AEAO to work with MDI workers, due to many of them being challenged with disability issues.

Director Ufford gave a presentation of PY'12 Program Performance Measures. State and Federal funding streams were outlined for Adults, Youth and Dislocated Workers; along with the MN Family Investment Program (MFIP). Demographics and outcomes for PY'12 include total participants served, number in training, total entered employment, and wages.

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

Next meeting scheduled for Wednesday, March 12, 2014 at the Virginia Workforce Center at 1:00 p.m.

Motion made by Proulx, supported by Adee to adjourn meeting at 2:55 p.m.; motion carried unanimously.

Renee' Marconett, Recording Secretary

Brian Napstad, LEO Secretary