

March 2012 minutes

NORTHEAST MINNESOTA OFFICE OF JOB TRAINING ELECTED OFFICIAL BOARD

Minnesota Workforce Center, Virginia
Thursday, March 1, 2012

Chair Eichorn called a regularly scheduled meeting of the Elected Official Board of the Northeast Minnesota Office of Job Training to order at 10:04 a.m. with the following in attendance:

Rusty Eichorn Brian Napstad Paul Bergman Fritz Sobanja

Excused: Tom Proulx, Mike Forsman, Kevin Adee
Staff: Michelle Ufford, Robert Marconett, Renee' Marconett

Motion was made by Napstad, supported by Sobanja to approve the minutes of December 8, 2011 meeting as written with no additions or corrections; motion carried unanimously.

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

Financial Director Marconett reviewed the January 2012 Funding Summary. All MFIP county contracts, with the exception of St. Louis County, have been approved. Participant data for February 2012 was available for review at meeting.

Director Ufford gave a presentation on Economic and Workforce Program Trends in Northeast Minnesota. From 2000 to 2009 there was a population increase of .14% in the seven county regions. 8.3% of the population change was due to migration. Average earnings per job in NE Minnesota for 2009 was \$41,317, compared to MN non-metro at \$36,716, and US non-metro at \$38,761. The three industry sectors with the largest personal income include Government, Healthcare/Social Assistance, and Manufacturing. From 2000-2009 regional employment grew 1% vs. 3.2% in non-metro Minnesota and 4% in non-metro US. Self employment grew by 14% vs. 11% in non metro Minnesota, and wage and salary's employment decreased 2.5%. Demographic trends vary by WIA Adult, dislocated workers and MFIP participants. Reports indicate WIA adults enroll in training at a higher rate than dislocated workers. Dislocated workers have better completion rates than WIA adults, and the recession lead to large increases in classroom training for dislocated workers. Generally, 80-85% of all adult participants (dislocated workers and WIA Adult) exit the program due to employment. The Board expressed positive comments regarding the information they received and requested a copy of the presentation be sent via email for future use at their county meetings.

The Northeast Minnesota Office of Job Training has applied for two grants through DEED. A \$275,000 youth grant called *Northeast Career EdVenture* will provide career guidance services and resources to area high schools to ensure all secondary students in the region have opportunities to learn about employer and workplace expectations and develop thoughtful career plans and goals. This initiative will include **individual consultations** (career assessment, resume development, goal setting and future planning, development of portfolio, post-secondary options, etc.), **group/class activities** (presentations on topics like occupations in demand, employer expectations, job search strategies, planning for life after graduation, etc., and fun occupation-related games and activities); **business interaction opportunities** (class presentations, work experience/internships, business tours, mentoring, job shadowing, etc.), and **events** (career awareness nights aimed at parents and students, FAFSA/financial aid workshops, career days, etc.).

A \$300,000 adult grant *Learn & Earn Initiative* will provide a comprehensive wrap-around service designed to maximize the value of career guidance and planning, utilize related soft skills curriculum, and identify a menu of stackable industrial-related credentials, all with a paid employment component for at least 20 adults in low-wage, low-skill jobs, older or disabled individuals, veterans, minorities, and those on public assistance. These individuals lack the skill levels necessary to secure gainful, self-sustaining employment often left without the tools necessary to change or advance from their present financial situations. Adults will participate in a soft skills curriculum, stackable certificate training and paid self-sustaining employment on a full-time basis to simulate a real world environment. A job retention specialist will be involved immediately and all along the way to assist, teach and be a resource to

resolve issues that may derail successful demonstration of soft skills, credential training and employment. Board members will be updated on the progress of the grants at the next meeting.

Board members were given copies of the annual audit management report from McGladrey and Pullen for the year ended June 30, 2011. The report outlines audit adjustments, financial statements, and assessing the accounting principles used and significant estimates made by management. The audit contained no disallowed costs, no questioned costs, and no areas of non-compliance.

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, May 10, 2012.

Motion made by Sobanja, supported by Bergman to adjourn meeting at 11:50 a.m.; motion carried unanimously.

Posted: May 10th, 2012 1:10 PM