

## November 2012 minutes

### NORTHEAST MINNESOTA OFFICE OF JOB TRAINING ELECTED OFFICIAL BOARD

Iron Range Resources, Eveleth MN  
Thursday, November 8, 2012

Chair Eichorn called a regularly scheduled meeting of the Elected Official Board of the Northeast Minnesota Office of Job Training to order at 1:15 p.m. with the following in attendance:

Rusty Eichorn Paul Bergman Fritz Sobanja Brian Napstad Tom Proulx

Excused: Kevin Adee, Mike Forsman

Staff: Michelle Ufford, Robert Marconett, Renee' Marconett

**Motion was made by Napstad, supported by Sobanja to accept the minutes of the August 9, 2012 meeting as written; with no additions or corrections; motion carried unanimously.**

Fiscal Director Marconett reviewed Handout #1 – September 2012 Funding Summary Breakout. A preliminary draft of the PY'11 audit has been received from McGladrey and Pullen. Marconett asked board members if they were interested in meeting with the auditors for an exit conference in January 2013. Board members will be informed when exact date has been arranged.

Participant data (Handout #2) for September 2012 was available for review at the meeting.

Director Ufford gave a presentation of program performance measures for the Office of Job Training. 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'11 include total participants served, number in training, total entered employment, and wages. The Board has requested they receive an annual presentation.

The Northeast Career EdVenture is a new project to provide career planning and guidance resources to Northeast Minnesota high schools. An important component of this project is engaging students with the business community to provide opportunities to learn about workplace expectations and what local business and industry are all about. An electronic employer survey has been emailed to various types of organizations (public, private, non-profit, etc.) with 20 businesses already responding. The project is being promoted through the local chambers, Rotary groups, AMFA, radio stations, and newspapers in hopes of establishing a strong partnership between the K12 system, the public workforce development system, and the business community. Through Northeast Career EdVenture, the business community has the opportunity to become involved with their local school, influence their future workforce, share their business expertise and give back to the community. Ufford will be emailing board members additional materials for them to circulate in their communities to promote the NE Career EdVenture project.

The Northeast Minnesota Office of Job Training is in the process of purchasing our own phone service and internet server. We are currently under a contract with DEED, but due to many issues and required updates, it was time to break away and maintain our own system on a local basis. Board will be updated when final arrangements have been made.

The meeting concluded with board members hearing relevant activities occurring in each county, including updates on local economic development projects. County Commissioner Fritz Sobanja informed board members a new commissioner has been elected for Cook County.

Next meeting scheduled for Thursday, January 10, 2013 at 10:00 a.m. at the Virginia Workforce Center.

**Motion made by Proulx, supported by Sobanja to adjourn meeting at 3:00 p.m.; motion carried unanimously.**

Posted: Feb 15th, 2013 8:30 AM