

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

Thursday, September 8, 2016
Virginia Workforce Center

Vice-Chair Adee called a regularly scheduled meeting of the Local Elected Official Board to order at 1:38 p.m. with the following in attendance:

Garry Gamble	Kevin Adee	Tom Proulx	Brian Napstad
Tom Rukavina	Pete Walsh		

Excused: Rusty Eichorn

Staff: Michelle Ufford, Randy Lampton, Renee' Marconett

Motion was made by Napstad; supported by Gamble to approve the September 8, 2016 agenda as written; with no additions; motion carried unanimously.

Motion was made by Rukavina; supported by Walsh to approve the minutes of the June 9, 2016 meeting with no additions or corrections; motion carried unanimously.

Handout #1 Funding Summary July 2016 was reviewed. The WIOA Incentive and NEG Regional Planning funding sources are earmarked for the Northeast MN Workforce Investment Board and Duluth Workforce Council. The Sector Partnership NEG (\$81,711) is being returned to the state. These funds are for statewide apprenticeship participation, and will be more beneficial in other areas of the state. An additional \$190,000 has been received for the Rural Career Counselor funding source. A portion of this money will support outreach to area schools for counselors to visit and explain opportunities available to students. Additional funds will also support On-the-Job Training, Internships, and training incumbent workers.

Handout #2 PY'16 budget changes outlined a breakdown of all current funding. There has been a decrease in WIOA Adult funds by 14.2%. WIOA Youth funds stayed the same, with an increase in State DW (34.4%) and Federal DW (28.6%). County commissioners discussed how the additional dislocated worker funds should be spent. Napstad mentioned the success of the Wage Subsidy Program, where NEMOJT reimbursed a portion of an employee's wage. Ufford will draft a letter to the state asking what provisions are to be used for spending these funds in a meaningful and tactful way.

The commissioners had requested a program income analysis of wages/fringes compared to agency total expenses. Lampton provided a chart outlining this information over the past eight years. He also noted specific years where there was a spike in funding and individuals retiring. The commissioners would like to see an additional breakout of total number of active part time/full time employees each year and separate fringe benefits from wage earnings.

Handout #3 – Asset mapping project update. The Northeast MN Workforce Investment Board and Duluth Workforce Council are in the process of seeking an experienced research organization to conduct a workforce system asset mapping and analysis project. The goal of the project is to identify the myriad of workforce support and service providers that offer assistance to job seekers on a number of different fronts including employment services, vocational training and education, and supportive

services. The consultant must have the capability of conducting interviews, gathering data analysis, and GIS mapping. Request for Proposals were received from Arrowhead Regional Development Commission (ARDC), UMD Bureau of Business and Economic Research, and North Point Geographic Solutions. The leadership committee met on September 8th to discuss and give input of pros/cons of each RFP. The committee agreed on setting up interviews with ARDC and UMD to clarify a number of questions and determine how to align all the providers who offer duplicate services. Ufford will update the board when more information is available.

A letter was received from DEED outlining the Regional Plan and requested plan revisions, due to the proposed Regional Plan by the Northeast Minnesota Office of Job Training and the City of Duluth not being approved. A meeting was held with DEED to discuss a strategy for making modifications and providing additional technical support to help modify the plan. Modifications to the Regional Plan are due by January 14, 2017.

Ufford asked the board for recommendations on updating the website/communication system for NEMOJT. Assistance is needed in framing a message to increase our presence of who we are and the services we provide. An RFP will be composed to see who may be interested in providing services in renovating the website. Board members will be updated at the next meeting.

The Northeast Minnesota Office of Job Training and City of Duluth partnered with other local areas in Greater Minnesota to submit an application for funding to provide individuals with access to tuition-free training leading to mid-to high-level occupations in healthcare, advanced manufacturing, or information technology. Our region could serve 200 individuals over the 48 month grant period. Grants will be announced later this fall.

The Northeast Minnesota's Construct Tomorrow is scheduled for October 19, 2016 from 9 a.m. to 3 p.m. at the Curling Club in Eveleth. Area high school students will learn more about careers in the building and construction trades, along with training opportunities. There will be "hands-on" exploration of careers in the construction trades.

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

Next meeting scheduled for 1:00 p.m. on Thursday, November 10, 2016 at the Virginia Workforce Center.

Meeting adjourned at 3:15 p.m.