

JOINT POWERS BOARD COMMITTEE

January 14, 2016, 10:00 a.m.

Workforce Development, Inc.
Rochester, Minnesota

MINUTES

Attendees: Dan Belshan (Chair), Randy Johnson (Executive Director), Brian Ashton, Steve Bauer, David Erickson, Tim Gabrielson, John Glynn, Bill Hahn, Cheryl Key, Mitch Lentz, Jason Majerus, Teresa Walter, Jill Miller (Note Taker)

A quorum (6) was present and Dan Belshan called the meeting to order. **Steve Bauer moved for consent of the agenda, Mitch Lentz seconded, and the motion passed. Tim Gabrielson moved for consent of the November meeting minutes, Teresa Walter seconded, and the motion passed.**

Fiscal Report Update – Brian Ashton

- Fiscal Report: Revenue is at 40.1%; currently in good shape. We are receiving additional funds for The Rural Career Counseling Coordinator Grant of \$190,000 over two years. We have received \$63,334 to date. The Fiscal Report does not reflect an additional \$300,000 in dislocated worker funds, as well as a NEG award of \$57,000 that we will be receiving. The annual budget is at \$7.6 million and at 47% after salary and fringe benefits are allocated for 2015. Classroom training has \$240,000 issued out in vouchers for spring. Audit Update: The audit is complete to 2014. The audit report will be presented to the Joint Powers Board for review and approval on April 14th. Renewals and Insurance: Open enrollment is done. Insurance renewals; no problems. W2s have been mailed to employees. Form 1095 is done and ready to go out early. **John Glynn moved to approve the Fiscal Report, Audit Update, and ACA and insurance update, Steve Bauer seconded, and the motion was approved.**

Program Reports

Dislocated Worker –

- Bard Medical – Bard (the former Rochester Medical) will be closing their facility in Stewartville by the end of 2016, with cuts in April, July, and September 2016. The Rapid Response Team from DEED has been notified. Bill Hahn also stated that he has also spoken with Masterson Staffing, and they indicated that 22% of Masterson's business comes from Bard.
- We will be receiving an additional \$300,000 in dislocated worker funds to use for spring and summer semesters.

Welfare Reform –

- Randy Johnson noted we did not lose ground on contracts and have heard very positive comments. We will be receiving supplementary innovations money in the amount of \$30,000 to continue to help participants earn GEDs and to provide work experiences to teen parents. We will also be receiving additional funds for the Supplemental Nutrition Assistance Program (SNAP).

WIOA – Timelines/Compliance –

- Congress created 16 different delivery areas that have been combined into six regions. They have asked us to put together a regional plan, which includes the SE WDI ten counties plus Winona County. Once DEED receives the plan, they will compile the information and forward it to the Federal Department of Labor. Randy Johnson reported that he has been talking with partners to put together a strengths and weaknesses report.

Youth –

- The Minnesota Youth Program has served 116 youth, with the goal of serving 155. WIOA - In-School Youth has served 96, which is well above goal. Out of School Youth has currently served 94, with a BIG goal of 166. The target is 75% from federal money.
- YouthBuild Program Update: The program was moved from Wabasha to Rochester due to low enrollment. In Rochester, two youth completed the program this fall and are now in construction careers. In Wabasha, eight youth completed the program this fall; all are in school.

- Budgets: We are currently funding six youth scholarships for fall and spring semesters. The youth can receive up to \$3,000 per semester. We still have approximately \$70,000 in work experience wages to move through June 30, 2016.
- Hire Up Youth Initiative: Currently working on developing a program to increase youth involved in summer work experience, targeting private business to add temporary work experience internships for disengaged youth.

Scholarship Policy Amendment –

- Randy Johnson requested approval of an amendment in the WIOA policy to upgrade the scholarships awarded from up \$3,000 to up to \$4,000 per semester. The scholarships can be used for tuition and books. **John Glynn moved to approve the amendment in the policy, Cheryl Key seconded, and the scholarship policy amendment was approved.**

Executive Director’s Report

Seating of Freeborn County and Private At-Large Board members –

- Dawn Thompson, who currently fills the Freeborn County seat on the WDB, has offered her resignation. The Director is recommending that the JPB seat Kris Pierce, Plant Manager at Alamco Wood Products in Albert Lea, to fill the Freeborn County vacancy. **Steve Bauer moved to approve the seating of Kris Pierce to the WDB, Tim Gabrielson seconded, and the motion of was approved.**
- Pete Hinrichs, who currently fills the Private At-Large seat on the WDB, has offered his resignation. The Director is recommending that the JPB seat Cheryl Gustason, Administrator at Field Crest Care Center in Hayfield, to fill the Private At-Large vacancy. **Dave Erickson moved to approve the seating of Cheryl Gustason to the WDB, Mitch Lentz seconded, and the motion of was approved.**

Regional Planning Activities –

- Randy Johnson reviewed the Workforce/Labor Shortage Solutions worksheets and encapsulated the bullet points. We already have a strategic plan, but Randy is interested in what solutions members feel are top priorities. The feedback will help us focus our initiatives and contribute to our next 2-year plan with the Department of Labor.
- Randy Johnson spoke about the Rochester Bridges to Healthcare Program Outcomes handout. The DEED Commissioner, the Commissioner of Education, and the Commissioner of Higher Education are visiting Hawthorne today to observe the Bridges to Healthcare Program.

Collaboration Efforts with Winona County –

- A second WSA Joint Officers meeting with Winona County took place on January 7th in Rochester. The group decided on common items to work on: 1) higher education and community career pathways, 2) supporting career planning efforts in K12 schools, and 3) outreach and supportive services to special populations including veterans, older workers, offenders, the disabled, and minorities. Going forward, the monthly meetings will have a formal agenda, rotating meeting locations between the two areas. The next meeting will be in April. **Action Item:** The JPB decided today that members of the WSA Joint Officers Committee from our SE delivery area will include three voting members; two officers from the WDB and one officer from the JPB. Dan Belshan will represent the JPB, with Cheryl Key being an alternate. **John Glynn moved to approve the action, Cheryl Key seconded, and the motion of was approved.**

Next Meetings

Workforce Development Orientation Session – February 4 (The JPB will not meet in February)

- JPB Members are welcome to attend. Jill Miller will send out an e-mail poll for those who are interested in attending.

Next Regular Joint Powers Board Committee Meeting – April 14

- Due to the AMC Conference, the JPB will not meet on March 10.

Future Joint Powers Board Committee Meetings – May 12 and June 9

- The JPB will not meet in July.
- There will be a joint meeting of the WDB and JPB on August 4.

The meeting was adjourned by Dan Belshan.

Respectfully submitted,

Jill Miller

Workforce Development, Inc.