



MAWB Operations Committee

January 25, 2024

The Chair convened the meeting at 9:04 AM.

Approval of the minutes, moved by Mark Jacobs, seconded by Nicole Swanson, 9 Ayes, 0 Nays.

Workforce Division Updates

- Staffing changes
 - ACP will report directly to the Deputy Commissioner working closely with Anne Meyers. Interview process for the ACP Director starts today with hopes to hire in the next month. An organization chart will be forthcoming.
 - ETP Director hire is being finalized. A name should be announced in time for the February meeting. The plan is for them to be integrated into this meeting and will be traveling across the state.
 - 3-4 new grant coordinators to assist with state funding – Targeted Populations, Drive for 5, other ACP grants being hired in the near future.
 - 3-4 new staff being hired for data validation work led by Jill Roberts. Data validation is requirement that DEED has that documents are being cross checked with what is in the system. Ramping up electronic data policy, with the hopes of decreasing the amount of physical paper in the process.
 - Jeanna Fortney has been named the CareerForce Director.
 - Mike Lang has been named the Director of Workforce Development, Strategy, and Innovation. Will be working closely with the Deputy Commissioner on strategic initiatives, MN Works/CareerForce cleanup, IRA/CHIPS work with other state agencies - design workforce development element, internal policies/procedures, budgets, etc. Spearheading workforce development planning around tech jobs, healthcare (working with GWDB). Stronger connection with DLI and DHS - happening at Commissioner level, Mike can lead the staff level coordination.
 - Jeanna will work with both Art & Reggie to oversee the Job Services Managers.
 - An organization chart can be shared for CareerForce.
- Service Delivery working group can advance now that Jeanna is in place. Mike can be brought into those conversations as needed.
 - Looking for 3-4 of the directors that will be brought back to the large group.
- More technical assistance coming about fiscal policy and processes around areas experiencing challenges. Jill may be brought in to work with fiscal staff.
- Policies are being communicated to DEED directors and passed down to the appropriate people, including monitors. Monitoring team works with program staff around policy changes.
- The new ACP Director will be tasked with improving communication of program and policy changes.

- Impacts on training with the North Star Promise program is a concern for Directors.
 - More information and guidance coming soon on this.
- Drive for 5 award announcements in the next 3 weeks. Targeted Populations came back on 1/17 and likely 30 days before the announcements.
- Clean Energy RFP open for next 30 days.
- Next Friday will be rolling out the final funds for the Drive for 5 and Targeted Populations.

Benefits Cliff Project Presentation – Monica Haynes, UMD Bureau for Business and Economic Research

- Please view the full study at this link: conservancy.umn.edu/handle/11299/257719
- Please view the presentation at this link: <https://mawb-mn.org/wp-content/uploads/2024/01/UMD-BBER-Presentation-MAWB-Ops-Committee.pdf>
- SNAP Screener - [SNAP Eligibility Calculator - 50 State Food Stamp Screener \(snapscreener.com\)](https://snapscreener.com)
- CLIFF Tool - Atlanta Fed - <http://clifftool.org>

GWDB Updates

- State plan is out for public comment.
 - Executive summary is an area to flag for questions/feedback from DOL TEGL.
 - Sector partnership feedback in the Sector Strategy section.
- Turning in State Plan a month after “due date” to DOL and Department of Education. No later than April 5th.
- Local plans will also have this extra time. More finalized timeline will be forthcoming.
- Sharing sessions with what is included in the plan and meetings across the state to highlight programs are forthcoming.

Discussion with Colorado Workforce Development Council – Bobbie Wolfe, Senior Consultant – Sector Partnerships & Industry

- Please view the presentation at this link: <https://mawb-mn.org/wp-content/uploads/2024/04/Minnesota-Workforce-Board-Sectors-Presentation-11-8-2023.pdf>
- Please view the Sector Partnership Acknowledgement Form at this link: [Sector Partnership Acknowledgement Form](#)
- Rick Roy shared collective impact model that can be viewed at this link: <https://mawb-mn.org/wp-content/uploads/2024/01/Collective-Impact-Model-for-Healthcare.pdf>

Hot Topics

- Director Transition/Search
 - See transition presentation here: <https://mawb-mn.org/wp-content/uploads/2024/01/MAWB-Transition-Planning-01.25.24.pdf>
 - Summer conf: Elena, Ling, Dina, Jinny
 - Training work group: Deb, Heather, Tina, Nicole
 - GLETA: Ling
 - GWDB: Elena

- MESC: Deb
- Service Delivery Working Group: Decided at previous meeting. Curtis Anderson, Erik, Jinny, Deb, Elena
 - Will be starting up now that Jeanna is in place at DEED.
- Driver's License Working Group: Ling
- NAWB
 - Bob will resend the form to directors.
 - Must submit member meeting forms to Bob by next Friday 2/2.
- Marketing Survey Results
 - See presentation at this link: <https://mawb-mn.org/wp-content/uploads/2024/01/MAWB-Marketing-Survey-Results.pdf>
 - MAWB could do more re-sharing of existing social media.
 - Highlighting what services are being done.
 - A newsletter could also fill this role (this has been done in the past).
 - Hubspot is an option to help automate things.
 - Summer Conference could be test run of marketing materials.
 - Agreement to form a committee to set MAWB marketing plan.
 - Tina, Deb, INCLUDE Rita Beatty from DEED, Dina, Bob (help convene)
 - Spot on website to highlight existing marketing materials that can be replicated by other areas.
 - Please send to Bob
- ESST & SCSEP
 - RMCEP and DWD not including SCSEP in ESST implementation
 - Anoka doing it with federal but not state
 - Need clear guidance from DEED
- Subsequent Designation, OSO MOUs, IFA/MOU questions
 - Resubmit Subsequent Designation letter with board certification.
 - Juanita met with DEED leadership regarding OSO - plan is to have the policy ready for MAWB review in a few weeks, in time for discussion at the February MAWB meeting. Can expect to see the copy in 2-3 weeks.
- DEED policies needing review/update (in order of priority)
 - Consult with staff and send to Elena by email.
- Employment Counselor Foundational Training Resources
 - Can create customized online training with less homework. Are there others with this feedback? Any Directors who would want to join putting this together?
 - Elena, Tina, Dina, Tammy, Carrie
- [Jobs for the Future](#)
 - Pathways to Prosperity Institute, Minneapolis 4/9-4/10/2024
 - Last year's agenda can be found here: <https://mawb-mn.org/wp-content/uploads/2024/01/Pathways-to-Prosperty-Spring-Agenda.pdf>
- E1MN Regional Meetings
 - No one indicated that they are participating in these meetings.
 - Broader discussion ensued about the need to reinvigorate partnership with VRS at the local level
 - Elena and Ling to set meeting with Dee T. for initial conversation
 - Invite VRS to an upcoming ops committee meeting to discuss overall partnership at local level – after MOUs/IFAs are complete

- Overspending in cost categories - Jinny
 - Questions have emerged regarding ability to overspend in cost categories without requiring a budget modification. Jinny requested further guidance from DEED
 - Broader discussion ensued regarding desire for finance staff training. Elena will connect with DEED to make this request.

MAWB Committee Updates

****the committee ran out of time and will hear an update next month****

- Jobseeker Services
- Business Services
- Legislative
- USCOM
- NACO
- WF1
- GLETA

Next Meeting: Thursday, February 29th from 9:00 AM – 2:00 PM in-person & over zoom!