



MAWB Operations Committee

January 23, 2025

The Chair convened the meeting at 9:02 AM.

Approval of the minutes, moved by Mark Jacobs, seconded by Jinny Rietmann, 17 Ayes, 0 Nays.

Approval of the agenda, moved by Rick Roy, seconded by Jinny Rietmann, 17 Ayes, 0 Nays.

Employment & Training Programs Update – Ama Akakpo, Division Director of Employment & Training Programs

- State Program Updates
 - Contract extension announcements made at the ACP quarterly provider meetings on 1/13 and 1/14:
 - All SFT2024 funds will expire on 6/30/2025 and cannot be extended past that date
 - SFY2025 funds extensions through 12/31/2025 for Pathways to Prosperity, Getting to Work, Adult Support Services, Southeast Asian, and WESA grants.
 - SFY2025 funds extensions through 6/30/2026 for the Drive for Give grants.
 - DAs are not included in the contract extension process at this time.
 - Email sent to impacted grantees. Contact your grant coordinator for specific questions.
 - Targeted Populations Grant Year 1 extensions are not being considered at this time.
 - Direct Appropriations are not included in the extensions at this time. Being considered on a case-by-case basis.
- Additional Updates
 - Transformative Career Pathways round 2 grants: final states of awarded decision-making process.
 - TCP-capacity building Q3 award letters sent to grantees.
 - DW eligibility expansion update: As of January, WF1 now open for enrollment of the 3 additional eligibility categories (military spouses, individuals with non/work related injuries/illnesses, and low-income adults).
- ETP Division RFPs
 - Youth-At-Work RFP releases January 10th, 2025
 - [Competitive Grants & Contracts Website](#)
 - Update to \$3,893,100 available per SFY
 - Applicants eligible for a maximum of \$850,000 per fiscal year
 - Deadline for applications: Friday, March 21, 2025
 - Youth Support Services RFP is anticipated to be released in February.
 - Still accepting applications for TCP- Capacity Building and DI – quarterly.
 - No P2P & WESA RFPs are not planned at this time.
- WIOA Funding Trends & PY2025 Planning Estimates for Adult, DW, and Youth Programs
 - [TEN 17-24](#) released on 12/30/2024, projection of 10% decrease in Title I funding.

- [TEN 21-24](#) released on 1/22/2025: immediate implementation of EO “Ending Radical and Wasteful Government DEI Programs and Preferencing” and “Ending Illegal Discrimination and Restoring Merit-Based Opportunity”.
 - Immediate ending of DEI activities and DEI-related activities from federally-funded programs.

WIOA MN	Adult	DW	Youth	Total	Change
PY24 Funding	\$7,311,724	\$8,545,279	\$8,642,444	\$24,499,447	\$1,836,667
PY25 Funding	\$6,580,552	\$7,690,751	\$7,778,200	\$22,049,503	\$2,449,944

- Legislative Updates
 - Governor’s budget recommendations for SFY26-27 released on 1/16
 - [FY 2026-27 Governor’s Budget Recommendations / MMB](#)
 - Provisions related to Employment & Economic Development available at [Employment & Economic Development 2026-27 Governor’s Biennial Budget Recommendations \(pg 19\)](#)
 - Include \$8 million recommendation per FY for the Drive for Five initiative to address state job vacancies and prepare the state’s workforce for high-growth careers with family-sustaining wages.
 - [DEED Funding base from last biennium](#).

CareerForce MN Update – Jeanna Fortney, Director of CareerForce MN

- JVSG Updates/Training on Updated Eligibility
 - The initial briefing to MAWB was in June 2024
 - JVSG staff training completed in November 2024
 - New Veterans Employment Screening Tool completed in November 2025
 - Job Service Managers training completed in December 2024
 - Workforce One eligibility page updated in December 2024
 - CareerForceMN online screening will be completed in February 2025
 - LVERs will be conducting training at CareerForce locations starting next month
 - We will do follow-up training as needed.
 - National Veterans Training Institute will provide training resources
- Service Delivery Working Group
 - Convening small group on Serving the Universal Customer
 - Will schedule WIOA Partner Meeting as needed
 - RESEA Referrals—schedule local meetings with Art Larsen and Job Service Manager
 - Leasing Topic—Request from MAWB on State leasing procedures
- Local area staff perspectives needed on current job seeker experience
 - DEED staff, LWDA staff and workforce development partners are all encouraged to share their perspectives on the general experience of job seekers they are serving now.
 - Jobseeker Staff Survey: <https://forms.office.com/Pages/ResponsePage.aspx?id=RrAU68QkGUWPJricIVmCjENKZmB841CpndniLuHlLdUMkYwV0EyVkhIVUxPRVcwTVpFQJgxWlc2SS4u>
 - There are three goals of this survey:
 - Gathering anecdotal “job seeker experience” info that could be useful in multiple ways.
 - Providing potential opportunities for free media coverage to raise awareness about CareerForce.
 - Showcasing CareerForce staff and partners as the job search experts in Minnesota.
- Jump Start Your Job Search earned media and social media outreach

- Really great collaboration on Jump Start Your Job Search
- About a dozen media hits that we know of (there are probably more)
- Hopefully this outreach has generated interest in job fairs, open houses and other job seeker events you had/are having in January
- The full CareerForce MN Division update can be viewed [here](#).
- Art Larson also provided an overview of some the statistics of the various workshops being offered. The update can be viewed [here](#).

Priorities

- Legislative Updates
 - Political Environment
 - Email updates going out to keep folks updated but things are changing quickly.
 - Senate is working within a co-chair power-sharing agreement at least until the special election on 1/28.
 - House is operating with the GOP operating with the belief that they have quorum and the DFL staying away from the Capitol with the belief that they do not have quorum. Special election is likely moved to early March which may cause additional delays. Question on Representative Tabke's seat with a judge ruling that the election was valid.
 - Cate has been meeting with DFL and GOP legislators despite the complicated dynamics.
 - Supreme Court is hearing arguments today to decide on quorum argument.
 - Priorities Updates
 - Cate gave an update on priority items and where they are at in the process of being developed and carried.
 - Cate has been working with DEED and WorkWell colleagues, looking for areas of alignment.
 - DEED's priorities are the Governor's Budget Proposal items related to workforce development
 - Cate to work with DEED on how Governor's Budget Proposal impacts our Workforce Development Areas.
 - The committee discussed the Drive for Five Grant & process.
 - Cate asked attendees to consider a few questions to help with her advocacy work. She will follow up with an email on these questions.
 - Cate will be following up with a one-pager as you are meeting with legislators.
 - Cate will also be sharing a list of talking points as you are meeting with legislators.
- Marketing Updates
 - Desire to get at key messaging, identifying an audience(s), gathering internal marketing folks to get input from local areas.
 - Collecting bids from Amplify DMC and Neka Creative for what may be possible.
 - Cate collected marketing survey questions from attendees.
 - An idea was proposed to build an annual report for MAWB or maybe an online dashboard.
- Leadership Development/Technical Assistance Updates
 - Develop onboarding handbook, starting with board orientation handbook. Catrice & Mark. Bob shared out version from Elena following the meeting.

- Using teams to ask TA from the group. Ask TA questions in both Teams and email in this transition period.
- Elena to send out a survey on skill building topics.

Committee Reports

- Committee Chairs to define each committee's goal/purpose, who is intended audience – send to Cate/Bob to compile and send out.
- Jobseeker Services Committee surveyed state staff and attendees. Bob will share JSS survey results. New Veterans [Employment Eligibility Screening Tool](#) shared at yesterday's meeting. Co-Chairs encouraged attendees to step in and step out as needed. The goal of the committee is to cover cross-collaboration topics across WDA work.
- Bob to share out committee rosters to directors to confirm attendees are correct.
- Business Services/Economic Development Committee had a presentation this month on the new Business Services team at DEED. Committee is going to be surveyed about changes and ideas for the committee. Considering reducing time to an hour and a half and frequency of meetings.
- Jinny & Nicole are still supporting the financial task force. Meeting coming up on Monday 1/27/2025.

Executive Director Report

- Regional Planning Grant
 - Thank you for getting us workplans with such a tight turnaround.
 - Areas can resubmit workplans with updated language based on TEN 21-24 but will need to hold until receive guidance from DEED to fully submit.

Successes/Challenges/Questions

- How to capture a positive exit in CLIMB (Elena)
 - Folks to follow up with Elena on this question.
 - CMJTS cheat sheets have been developed which could be shared.
- Changes to CareerForce Code of Conduct (Tammy)
 - Suggestions to add: • We encourage a scent-free practice, and we ask you refrain from wearing scented products (like perfume) and if the odor is distracting and/or disturbing others, then we may be asked to leave. • Use headphones and your inside voice to respect others' privacy. When using your phone to talk or listen, be aware that others may be hearing you. Remember to be mindful of language, keep volume low and calls brief. • Only service animals are allowed in CareerForce.
 - Collect other ideas to bring to Jeanna.
- ETPL Approval Process & Questions (Erik)
 - Someone to come go to JSS to give an update on staffing and how best to ask questions.
- NYEC Annual Forum Presentations/Site Visits (Deb/Jinny)
 - Some areas are sending some folks, some do not have budget allowing for this.
 - Deb will share more information.
- YIPA Membership Fee (Cate/Bob)
 - Bob and Cate shared an overview of the proposed fee increase for MAWB's YIPA membership. The members are in support of the increase.
- NAWB Forum & Form (Bob/Cate)
 - Bob will share attendance form for NAWB Forum to begin scheduling legislative visits.
- Apprenticeship (Deb)

- Creation of an Apprenticeship Taskforce. Registered Apprenticeship TA sessions group through DLI has about half participation from the group. Considering a staff-level group – City of Minneapolis & CMJTS staff are willing to co-chair – opportunities for staff to share ideas. Anoka, Rural CEP, CMJTS, City of Minneapolis, Ramsey expressed interest.
- Service Delivery Working Group Topics
 - The committee discussed topics to bring up to this group.

**Employment & Training Programs Compliance Update – Shannon Rolf, Compliance Manager,
Employment & Training Programs**

- Shannon Rolf shared an update on the Data Validation results from PY23 and introduce the Data Validation team.
- The full presentation can be found [here](#).

Equity Lens

- The committee discussed how local areas build DEI into their Regional Planning Funds plans and the impacts of the new TEN 21-24.

**Governor’s Workforce Development Board Update – Katie McClelland, Director – Governor’s
Workforce Development Board**

- Katie announced that she is now also the Senior Advisor for Workforce Alignment at DEED which is a move out of the Employment Division and into the Commissioner’s Office.
- February GWDB quarterly meeting will be done as a board retreat which will also discuss the Interagency Alignment work.
- Paid Family Leave questions have bubbled up with employers. Potential to discuss at upcoming MAWB meeting.
- Inquiry on OSO process and update. Katie will follow up with an update.
- The statewide sector strategy is being rolled out. Who from MAWB to join discussion to help define sector partnerships.
- Katie shared more about the Service to Success Initiative.

The meeting concluded at 2:07 PM.

Next Meeting: Thursday, February 20th from 9:00 AM – 2:00 PM in-person & over zoom!