



MAWB Operations Committee

April 24th, 2025

The Chair convened the meeting at 9:02 AM.

Approval of the minutes & agenda, moved by Mark Jacobs, seconded by Deb Bahr-Helgen, 15 Ayes, 0 Nays.

Employment & Training Programs Update – Ama Akapo

- WIOA Funding Trends
 - TEN 17-24 released on 12/30/2024, projection of 10% decrease in Title I funding – anticipation of final WIOA funding allotments in the next few weeks (federal allocations are typically released between 4/10 and 5/8)

WIOA Minnesota	Adult	DW	Youth	Total	Change
PY24 funding	\$7,311,724	\$8,545,279	\$8,642,444	\$24,499,447	\$1,863,667
PY25 funding projection	\$6,580,552	\$7,690,751	\$7,778,200	\$22,049,503	\$2,449,944
Estimated change from PY24 to PY25	-\$731,172	-\$854,528	-\$864,244	-\$2,449,944	

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- State Program Updates
 - 2025 Legislative session expected to end to 5/19
 - [SF 1832 1st Engrossment – 94th Legislature \(2025-2026\)](#) – negotiations on omnibus bills to be underway in the coming weeks
 - Analysis of WDA-level ASUs by the LMI team scheduled for next Operations meeting in May
 - 3/25 Governor’s announcement of a change to telework policy HR/LR #1422, effective 6/1/25
 - Goal to enhance human connection as a part of workplace culture, cultivate a renewed sense of in-person organizational norms post-COVID – aim of a seamless transition and continued partnerships while supporting teams.
- ETP Updates
 - Anticipated release of a new RFP on Growing Careers: Agriculture WF in May 2025. Focus: outreach, case management, work readiness, skills training specific or relevant to the agriculture sector, support services, and job placement and retention services.
 - Still accepting application for the YSS RFP to provide support services for individuals such as job training, employment preparation, internships, job assistance to parents, financial literacy, academic and behavioral interventions for low-performing students, and youth intervention activities. Deadline: 5/2/2025
 - Sign up options for email notifications regarding DEED competitive grants & contracts [here](#).
- Federal Updates

- TEGL 10-23, Change 1 – Recission of Training and Employment Guidance Letter (TEGL) No. 10-23: Reducing Administrative Barriers to Improve Customer Experience in Grant Programs Administered by the Employment and Training Administration (ETA).
<https://www.dol.gov/agencies/eta/advisories/tegl-10-23-change-1>
- TEGL 10-23 Purpose: provide grant recipients direction in developing policies, procedures and practices that reduce unnecessary administrative barriers to serving customers seeking employment and training services, with the aim of streamlining intake and eligibility process for individuals accessing WIOA programs.
- TEGL 10-23 background: response to [Presidential Executive Order 14058](#) (Transforming Federal Customer Experience and Service Delivery to Rebuild Trust in Government) from 12-13-2021
- WIOA Guidance related to program eligibility and equitable access to services:
 - ❖ Section 188 of WIOA at [29 C.F.R. part 38](#), among other prohibited actions, discrimination includes “[treating] an individual differently from others in determining whether the individual satisfies any admission, enrollment, eligibility, membership, or other requirement or condition for any aid, benefit, service, or training provided under a WIOA Title I-financially assisted program or activity.” 29 C.F.R. 38.6(b)(5)
 - ❖ Section 188 of WIOA at [29 C.F.R. part 38](#): a grantee “must not directly or through contractual, licensing, or other arrangements, discriminate on the basis of citizenship status.” 29 C.F.R. 38.11.
 - ❖ [Section 188\(a\)\(5\)](#): “Participation in programs and activities or receiving funds under [Title I of WIOA] shall be available to citizens and nationals of the United States, lawfully admitted permanent resident aliens, refugees, asylees, and parolees, and other immigrants authorized by the Attorney General to work in the United States.”
- - **Additional references still in effect:**
 - ❖ [TEGL 14-18](#), Aligning Performance Accountability Reporting, Definitions, and Policies Across Workforce Employment and Training Programs Administered by the U.S. Department of Labor
 - ❖ [TEGL 26-16](#), Guidance on the use of Supplemental Wage Information to implement the Performance Accountability Requirements under the Workforce Innovation and Opportunity Act
 - ❖ [TEGL 23-19, Change 2](#), Guidance for Validating Required Performance Data Submitted by Grant Recipients of U.S. Department of Labor (DOL) Workforce Programs
 - ❖ [TEGL 11-19, Change 2](#), Negotiations and Sanctions Guidance for Workforce Innovation and Opportunity Act (WIOA) Core Programs
 - ❖ Originally TEGL 11-19 Change 1 was referenced in TEGL 10-23, but that has been superseded by Change 2 on January 6, 2025
 - ❖ [TEGL 02-14](#), Eligibility of Deferred Action for Childhood Arrivals Participants for Workforce Investment Act and Wagner-Peyser Act Programs
 - ❖ [TEGL 11-11, Change 2](#), Selective Service Registration Requirements for Employment and Training Administration Funded Programs
 - ❖ [TEGL 11-19, Change 2](#), Negotiations and Sanctions Guidance for the Workforce Innovation and Opportunity Act (WIOA) Core Programs
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- Impact of Title I services: per WIOA Section 188(a)(5), all WIOA services are available to citizens and individuals authorized to work in the US>
- Statutory requirements related to disclosure of personally identifiable information such as SSN for service provision, work authorization, wage matching, data validation and performance reporting, selective service registration still apply.
- Adult/DW and Youth Program policies already reflect WIOA’s mandated guidance.
- Federal staffing update
 - Region V Performance & Reporting Lead Susan Manikowski leaving DOL

CareerForce MN Update – Jeanna Fortney

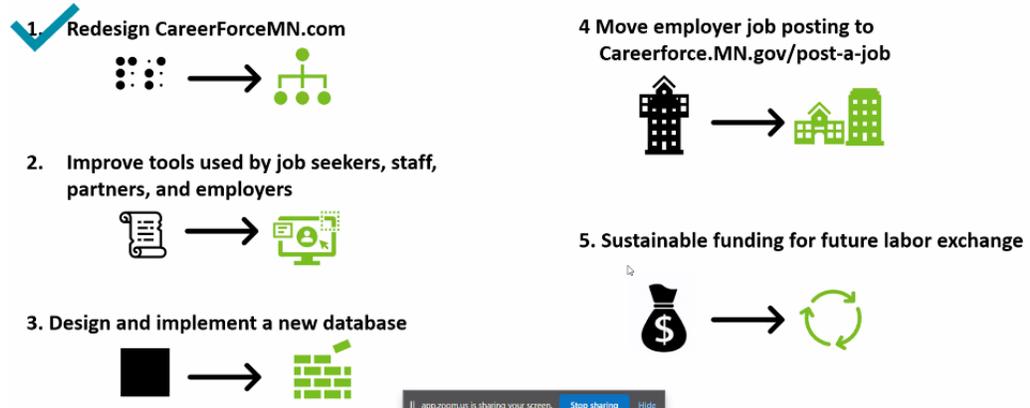
- DEED CareerForce Division Updates
 - First statewide quarterly marketing and communications staff meeting happened last Thursday, 4/17
 - Focused on job seeker audience primarily, also employer audience
 - Forum to share ideas and resources related to marketing and communications about workforce development services in MN

- Reviewed [editorial calendar](#) and discussed possible changes for 2026
 - Shared information on DEED created social graphics for each month
 - Next meeting is July 17 at 1 p.m.
 - If you have marketing and communications staff you believe should attend this meeting, please share their name and email address with rita.beatty@state.mn.us
 - Job Seeker Experience Survey – last call to take the survey: it closes at 4:30 p.m. tomorrow, Friday 4/25
 - So far, 260 responses, with 110 responses from LWDA staff
 - Link [here](#).
 - Will share summary results with LWDA directors Tuesday or Wednesday next week
 - Will share summary results with all staff and partners on May 1
 - Will share results broken out by LWDA with Directors by end of the month
 - Blog post early May
 - CareerForceMN.com is changing to CareerForce.MN.gov on June 3
 - Redirects will be in place for more than a year but it makes sense to update your links as well as web and other copy as soon as the change goes live
 - Communications tools including flyers, social graphics and labels (to cover up old address on printed materials if you wish) have been shared out in the weekly email
 - This change is part of the labor exchange replacement project.
 - CareerForce Corner Event Planning Underway
 - June 4 Webinar
 - More details will come from Brittany Tschida
 - Rescission of TEGL 10-23—Wagner-Peyser Implications
 - All jobseekers can access basic career services
 - LWDB Presentations
 - Labor Exchange Presentations: Email Liz Jennings, liz.jennings@state.mn.us
 - Paid Family and Medical Leave: Email Linda Miller, Public Engagement Manager, Linda.Miller@state.mn.us
- The full presentation can be accessed [here](#).

MinnesotaWorks.net Replacement Project Update – Ryan Wold

- Our North Star: Job Seekers First
 - Guiding Values
 - Committing to a great customer experience
 - Prioritize the needs of job seekers
 - Build for sustainability
 - Improve the customer experience as we're working on the project
 - Listen to you and other stakeholders and continuously improve the site
- Mission & Goals
 - Mission: Help Minnesotans find jobs
 - Goals: Replace MinnesotaWorks.net
 - Create one easy-to-use website that can help Minnesota job seekers find jobs

- Help Minnesotans find the resources that can help them overcome barriers to employment
 - Fulfill regulatory requirements for providing a labor exchange
 - Goal: Enhance & Maintain CareerForceMN.com
 - CareerForceMN.com will be enhanced to support the job seeker's experience with CareerForce system
- Big Picture Recap



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- .GOV transition update
 - CareerForceMN.com -> CareerForce.MN.gov
 - Transition to happen June 3, 2025
 - Redirects will be in place for one year
- New Labor Exchange
 - Soft launch scheduled: on track for June 16, 2025
 - Employers will access link to the new platform on CareerForce.MN.gov/post-a-job
- Transition to CareerForce.MN.gov/post-a-job
 - Training on the new system will be available starting mid-May
 - Invitations with details for training opportunities will be sent out to the GovDelivery Staff & Partner mailing list
 - Partner staff can decide whether to attend
 - Note: partner staff will not need accounts in the Labor Exchange platform
- Training Topics
 - Introduction
 - Access the platform
 - Where to find the platform
 - Creating an account
 - Employer Information
 - Adding employer information
 - Managing employer information
 - Third-party posters
 - Job orders
 - Creating job orders
 - Managing job orders
 - Talking points
 - About the new labor exchange platform
 - The soft-launch of the new platform and overlap time with MinnesotaWorks.net
 - Changes related to resumes

- Manual job postings vs. free indexing
- Next Steps
 - How you can stay involved
 - Monthly updates – fill out our engagement form to be added to the mailing list for monthly updates: <https://forms.office.com/g/g1kACc6Lpjr>
 - Project webpage - view this webpage to view meeting recording and other info: <https://mn.gov/deed/programs-services/mnw-replacement/>
 - Email – Ryan.Wold@state.mn.us or Vanessa.East@state.mn.us if you have any questions
 - Join us for our next update on: Wednesday, May 14 – 11am-12pm via teams. Invites coming out today.

Data Transformation & Common Exit Project Update – Jay Berger

- Jay shared an update on the Data Transformation & Common Exit Project. The full presentation can be found [here](#).
- What is Common Exit?
 - Issued by the U.S. Department of Labor (DOL) on **December 19, 2016** as part of WIOA data reporting guidance
 - A participant is exited when they stop receiving services from all programs for **90 consecutive days**.
 - Applies only if no future services are scheduled.
 - Ensures accurate tracking of service completion.
- Common Exit Terminology
 - **Exit** = the last date of service, after which 90 days have passed since the individual last received services and no plans exist to provide future services.
 - **Reportable Individual** = an individual who demonstrates an intent to use program services and who uses only the self-service system and/or only receives information-only services or activities.
 - **Participant** = a reportable individual who meets program eligibility criteria and receives services other than reportable individual services.
 - **Period of Participation** = the period beginning when an individual becomes a participant and ending on the participant’s date of exit.
- Why Does Common Exit Matter?



Promotes integrated service delivery.



Enhances participant outcome tracking.



Aligns program performance reporting.

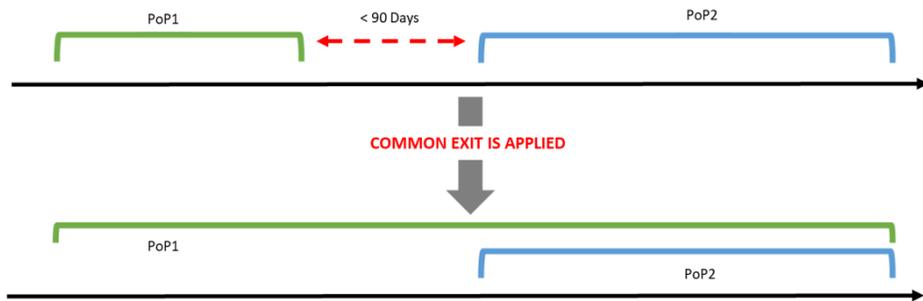


Reduces duplicate records across programs.

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- Is Minnesota a Common Exit State?
 - **No, Minnesota is NOT a common exit state.**
 - Except for Dislocated Worker and Trade Adjustment Assistance
 - Exit in Minnesota means any single program has stopped serving someone.

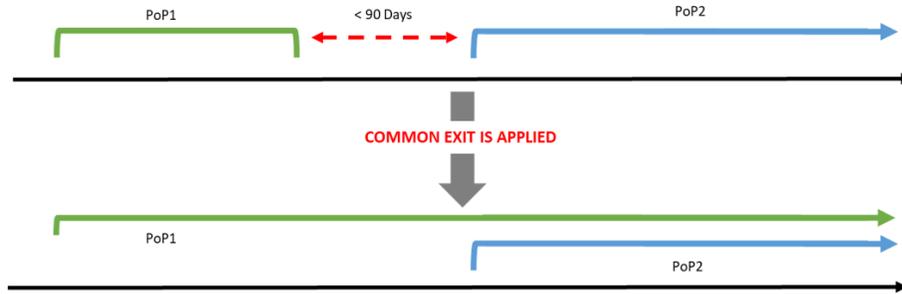
- Exits reported to the DOL are program-specific
 - Exit-based outcomes reported to DOL are program-specific
 - DOL continues to indicate they will require all states to use common exit.
- Minnesota Context
 - Current disconnected tracking between Workforce One, MinnesotaWorks.net, etc
 - Need for unified participant record
 - Efforts underway via Azure Data Lakehouse to improve data integration
- Scenario 1: PoP1 Exit = PoP2 Exit if Within 90 Days

If the exit date for PoP1 is within 90 days of the enrollment date for any subsequent periods of participation (PoP2) AND PoP2 has an exit date, the exit date for PoP1 is replaced with the exit date of PoP2 [COMMON EXIT IS APPLIED].



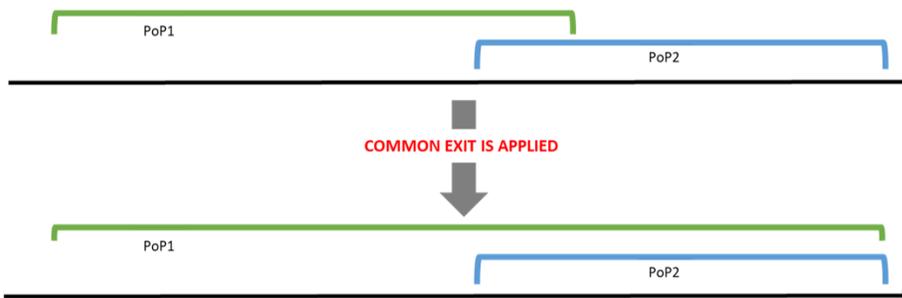
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- Scenario 2: PoP1 Exit Removed if PoP2 Stays Open

If the exit date for PoP1 is within 90 days of the enrollment date for any subsequent periods of participation (PoP2) AND PoP2 does not have an exit date, the exit date for PoP1 is removed and PoP2 remains open [COMMON EXIT IS APPLIED].



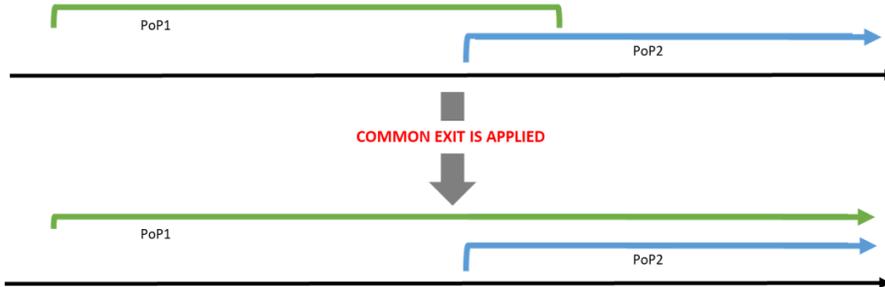
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- Scenario 3: PoP1 Exit = PoP2 Exit if Overlapping

If the exit date for PoP1 occurs after the enrollment date of any subsequent period of participation (PoP2) AND PoP2 has an exit date, the exit date for PoP1 is replaced with the exit date of PoP2 [COMMON EXIT IS APPLIED].

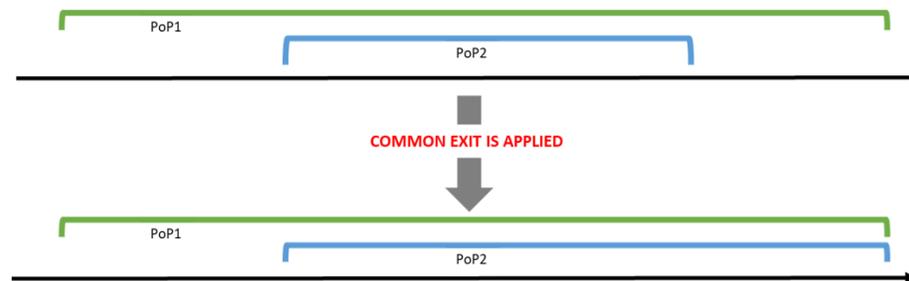


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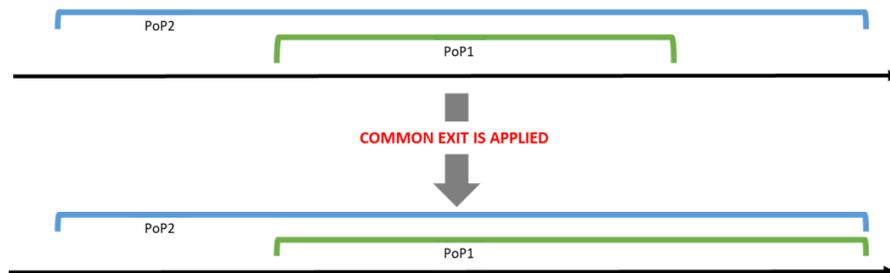
- Scenario 4: PoP1 Exit Removed if PoP2 Overlaps and Is Open
 If the exit date for PoP1 occurs after the enrollment date of any subsequent period of participation (PoP2), AND PoP2 does not have an exit date, the exit date for PoP1 is removed and PoP2 remains open [COMMON EXIT IS APPLIED].



- Scenario 5: PoP2 Exit = PoP1 Exit if Fully Overlapped
 If the enrollment date for PoP1 is prior to the enrollment date for any other period of participation (PoP2), AND the exit date for PoP1 occurs after both the PoP2 enrollment date and PoP2 exit date, the exit date for PoP1 is retained and the PoP2 exit date is replaced with the exit date of PoP1 [COMMON EXIT IS APPLIED].

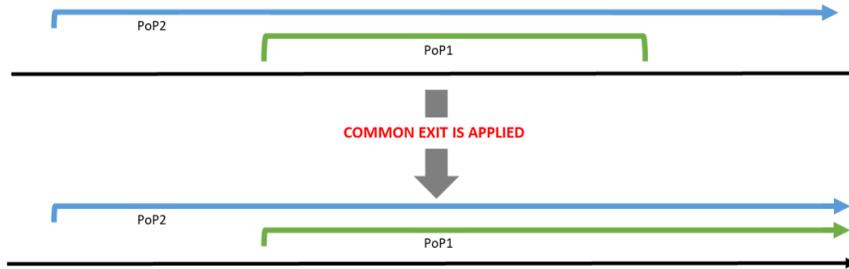


- Scenario 6: PoP1 Exit = PoP2 Exit if Nested
 If the enrollment date for PoP1 occurs after the enrollment date for any other period of participation (PoP2) AND the exit date for PoP1 occurs before the exit date for PoP2 AND PoP2 has an exit date, the exit date for PoP2 is retained and the PoP1 exit date is replaced with the exit date of PoP2 [COMMON EXIT IS APPLIED].



- Scenario 7: If PoP1 starts after PoP2, PoP1 has an exit, and PoP2 is still open, then PoP1's exit is removed and PoP2 remains open.

If the enrollment date for PoP1 occurs after the enrollment date for any other period of participation (PoP2) AND PoP1 has an exit date AND PoP2 does not have an exit date, the exit date for PoP1 is removed and PoP2 remains open [COMMON EXIT IS APPLIED].



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- Key Challenges
 - Program silos with separate systems and timelines
 - Staff awareness and training gaps
 - Delays in data entry impacting exit logic
- Implementation Strategies



Leverage data [lakehouse](#) for unified tracking



Clarify exit policies in all systems



Continuous education for front-line and reporting staff



Interagency data governance for consistency

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- Benefits of Compliance
 - Better insights into participant outcomes
 - Shared success across programs
 - Informed resource allocation
 - Accurate PIRL submissions
- Recap & Next Steps
 - Common Exit = integrated, accurate, outcome-focused
 - Minnesota needs shared systems and clear coordination
 - Continue investment in data infrastructure and training
- **Background & System Updates**
 - Minnesota initially declined to implement common exit under WIOA, focusing on internal reporting.
 - Federal grace periods have ended; Minnesota is now flagged for non-compliance.
 - Legislative funding now supports implementation, including a rebuild of MinnesotaWorks.net and broader data transformation.
- System Changes

- Workforce One will show cross-program enrollment; similar updates planned for the rebuilt MinnesotaWorks.net.
- A data lakehouse will integrate records from multiple systems.
- Applies only to federally funded programs (e.g., Wagner-Peyser, WIOA Title I), not state-funded or Title II programs.
- Performance & Shared Exits
 - Co-enrolled participants trigger shared outcomes upon a common exit.
 - DOL sets performance metrics (employment, earnings, etc.).
 - Credit for outcomes is currently assigned to the first provider who serves the participant.
- Concerns & Clarifications
 - Delayed Exits: Only transitions within 90 days count as joint sequences.
 - VRS/SSB Exclusion: These programs remain separate due to Dept. of Education oversight.
 - Provider Credit:
 - Wagner-Peyser and DW both receive performance credit, but only the initial provider is listed in the federal file.
 - DW outcomes count at the state level, but not at the local provider level if DW isn't first.
 - MAWB raised concerns this discourages collaboration and referrals.
 - Data Entry Implications:
 - Shared records mean data errors by one provider affect others.
 - DOL requires random validation checks; providers can manage entry methods.
- Methodology Debate
 - Credit assignment is based on data showing first providers typically serve participants longer.
 - Shared ownership is not allowed by current federal reporting structures.
 - A state policy will be publicly posted once finalized.
- Definitions & Process
 - Participants receive staff-assisted services; reportables use self-service only.
 - Participants are included in performance metrics; both appear in PEERL reports.
 - Services entered by staff into MinnesotaWorks.net trigger participant status.
 - DW referrals don't override prior WP participation.
- Suggestions & Next Steps
 - MAWB and others suggest learning from other states and ETP guidance.
 - A consistent, documented policy for provider credit is needed.
 - Timeline estimates a go-live around mid-2026.
 - MAWB proposes a workgroup to support implementation; Annie agrees it will be valuable.

Governor's Workforce Development Board Update – Katie McClelland

- Staffing and Organizational Updates
 - New hires underway: Policy, Partnership, Systems, Engagement, and Program Assistant roles.

- Goal: Clarify GWDB roles to enhance coordination and effectiveness.
- Board Structure and Strategic Planning
 - Revising mission, vision, bylaws, and committees to align with the state workforce plan.
 - New committee focus areas:
 - State-Local Coordination
 - Sector Partnerships
 - Innovative Service Delivery
 - Relaunching Education and Caring Professions committees.
- MAWB Engagement Opportunities
 - GWDB invites MAWB participation on Education, Caring Professions, and other relevant committees.
- Sector Strategy Planning
 - May 14 meeting to define GWDB's WIOA-aligned role in sector strategies and promote best practices.
- Website and Resources
 - Updates underway; input sought to ensure resources meet local partner needs.
- Funding Coordination
 - A centralized grant calendar is in development with EFFIT and MMB to improve funding visibility.
- Business Engagement and ROI
 - Emphasis on demonstrating measurable ROI for businesses and aligning workforce efforts with business needs.
- State-Local Collaboration
 - Shared commitment to closer collaboration and stronger State Board advocacy.
- Economic & Workforce Alignment
 - Plans to improve coordination with economic development and share relevant data with local boards.
- Showcasing Partnerships
 - Interest in highlighting successful local partnerships and engaging MAPCED in future events.
- GWDB Meeting scheduled for August 13 in Duluth, alongside MAWB's conference to encourage collaboration.

Lunch & Learn: FutureWork Systems Presentation – Lydia Sullivan

- Lydia will send needed information for directors to get added to Future Works online platform.
- MAWB to work on Roster access issue with Future Works - contact Annie & Jay.
- Consider offering onsite training as part of the in-person JSS meeting.

Priorities

- Legislative updates, questions for discussion, and next steps (Cate)
 - Last week was legislative break – no meetings.
 - This week, omnibus bills have been put together and going through Senate Finance/House Ways & Means with amendments and final details before it is sent to the floor.

- Senate Jobs bill was at Senate Finance today. Small technical amendments.
- No House omnibus bill at this time. It has been elevated to house letters to negotiate.
- Governor gave the “State of the State” last night – no major comments on workforce development.
- Federal employer sign-ons went great – 45 from Minnesota!!
- [Executive Order](#) issued yesterday focused on directives for Secretaries of Labor, Commerce, and Education to report on workforce needs, recommendations, etc. as well as a emphasis on growing apprenticeship.
- Marketing updates, questions for discussion, and next steps (Cate and Committee Members)
 - The committee continues to work with Amplify DMC on the communications toolkit.
- Leadership development/technical assistance updates, questions for discussion, and next steps (Elena/Catrice & Mark)
 - Catrice & Mark continue to work on this project.

Committee Reports

- Jobseeker Services Committee
 - Great meeting yesterday! Written updates from the state are online and topics for the upcoming in-person training were voted on.
- Business Services/Economic Development Committee
 - The committee did not meet this month.
- Financial Group
 - The group met earlier in the week and had discussions about reimbursement timelines from DEED, modifications, and trainings.
- OSO Policy Working Group
 - The group continues to work on recommendations to be sent to DEED.

Successes/Challenges/Questions

- How are you using FutureWorks?
 - Rural CEP uses it a lot including reports to the board, sharing with staff, and a way to monitor outcomes.
 - Maybe worth discussion at summer conference that would include data informed program evaluation (Workforce One & Future Works).
- NAWB Forum Recap
 - Please see recap document in your packet.
- Does anyone do OJTs for current employees (as opposed to new hires)? Supposedly local boards can set policy to allow it – Elena
 - Have to meet certain criteria. Dina is working on this.
- Chambers of Commerce / Hospitals / Utilities – Membership Classification? - Mark
 - The committee discussed this topic.
- VRS Changes – How Are Local Areas Picking Up the Pieces? – Mark
 - Local areas are thinking of ways to address this.
- Serving transgender participants – Elena
 - The committee discussed this topic. Please see [attachment](#).
- MAWB Regional Planning Grant RPR Process – Bob
 - Agreements have been sent for signature. The executed agreement and updated RPR will be sent next week.
- OSO/IFA Negotiations – Elena

- The committee discussed this topic.

The meeting concluded at 2:12 PM.

Next Meeting: Thursday, April 24th from 9:00 AM – 2:00 PM in-person & over zoom!