



## WINONA COUNTY WORKFORCE DEVELOPMENT BOARD

Call in: 1-415-655-0003    Meeting ID: 146 350 4037    Password: aXKMqjVS728  
 Link: <https://minnesota.webex.com/minnesota/j.php?MTID=mb545c3e145dc5ff73d9b0dc6061bbe68>

### AGENDA

**Date:** May 5, 2021

**Time:** 7:30-8:30 AM

**Location:** Virtual and phone ONLY

Time/Person	Topic	Action Items
7:30-Glen Groth, Chair	Call Meeting to Order, Introductions and question: What is your favorite spring smell?	
7:35-Glen Groth, Chair	Agenda Approval	
7:36-Glen Groth, Chair	Minutes Approval	
7:36- Consent Agenda		
Board Member Reports		
Greg Olson/Chris Meyer	Winona County Report	
Heidi Smith	Winona Based Community Agency/ORC Report	
Larry Lundblad	MN State College SE Report	
Lucy McMartin	City of Winona/Port Authority Report	
Regional Veterans,LMI, Workforce Reports		

#### Minnesota's Vision for a Workforce Development System

**Vision Statement:** A healthy economy, where all Minnesotans have or are on a path to meaningful employment and a family sustaining wage, and all employers are able to fill jobs in demand.

**Mission:** The creation of a career Pathway System that aligns local, state and federal resources, policies and services to meet the workforce needs of business and industry and improves access to employment, education and training services for Minnesota's current and future workforce.



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Angela Birrittella	Regional Youth Programs	
Susan Boehm	Regional Career Pathways	
Josh Hessler	Regional Veterans	
7:43 -Pat Buxengard, Marleen Lundberg,	OSO Reports, office updates	
7:55 - Laura Pettersen, Executive Director	<ul style="list-style-type: none"> <li>- Regional &amp; Local Plan - submitted</li> <li>- Infrastructure Funding Agreement - submitted</li> <li>- RFP vote outcome: CareerForce provider of OSO, Strategic planning, staffing</li> <li>- Board member recruitment</li> <li>- Regional Forum 4/22-feedback?</li> <li>- Board budget preparation</li> </ul>	
8:25-All committee members	Updates, networks, needs, ideas	
8:30 - Adjourn, Glen Groth, Chair		

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### AGENDA

**Date:** April 7, 2021

**Time:** 7:30-8:30 AM

**Location:** Virtual and phone ONLY

Time/Person	Discussion	Outcome
7:30-Glen Groth, Chair	Laura, Marleen, Glen, Linda, Mark, Autumn, Ann, Chris, Pat, Doug, Josh, Mike, Fatima, Larry, Jim, Ken,	
7:35-Glen Groth, Chair	Jim move, Ann 2nd, pass	
7:36-Glen Groth, Chair	Larry move, Jim 2nd, pass	
Greg Olson/Chris Meyer	County vaccine clinics being held, over 50% of the county has gotten at least one vaccine, almost 10 million from the American Recovery Plan coming to Winona, unclear rules on how that can be distributed, certain infrastructure projects and business support.	
Heidi Smith	Heidi not in attendance	
Larry Lundblad	In last five weeks of semester, had 19 programs on campus since last July. Cautiously optimistic about fall enrollments. Celebrating a \$200,000 gift from Gerry & Pat Papenfuss to transition grads from Winona ALC to MNSCSE.	

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Lucy McMartin	Lucy not in attendance	
Angela Birrittella	Angela not in attendance	
Susan Boehm	Susan not in attendance	
Josh Hessler	Nothing new to report. As a team coming up with a new strategy and implementing QR codes with new marketing resources	
7:43 -Pat Buxengard, Marleen Lundberg,	Statewide making calls to people on state UI, made over 10,000 calls across the state, averaging about 2100 calls per week. Weekly staff meetings including all of SE MN Job Service/CareerForce partners. Employers have been calling recently-businesses picking up and seeking employees. Moving to virtual standardized training. Working on the Youth plan, due 4/12. Youth position has been posted, looking at candidates and interviews. Linda Arnoldy retiring, worked for 43.5 years. Linda creates a welcoming environment and is a go to person with lots of knowledge and experience.	<p>Congratulations Linda, last day May 3.</p> <p>April Technology month, resources online.</p>
7:49 - Mark Schultz	Provided an overview of COVID affects on workforce 2019-202.	
7:55 - Laura Pettersen, Executive Director	Congratulations Linda, Jim move, Fatima 2nd to approval regional/local workplan, pass. Regional forum overview and reminder to register. IFA is in process, plan to complete and submit by 5/31/21. RFP Proposal discussion (all DEED employees left the meeting). Discussion of conversation with WDI regarding service	Email out choice for WDI or DEED by end of the week. Laura work with Glen and Ken to move that forward and May meeting have

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	provider RFP proposal. Discussion had without a quorum to send out a vote to the full board. Jim so moves to send out electronic vote for service provider/OSO, Larry 2nd.	official vote on motion.
8:25-All committee members		
8:30 - Adjourn, Glen Groth, Chair	Jim move, Larry 2nd, pass	

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A Closed Session was held immediately following the County Board meeting, Pursuant to Minn. Stat. Section 13D.05, subd. 3(c)(3) to Consider Potential Purchase of land at 120 Washington Street.

The following occurred at the April 13, 2021 Board Meeting:

- Approved Amendment No. 7 to Computer Assisted Mass Appraisal Agreement and Property Tax Agreement
- Approved Resolution to Increase Sheriff's Department Change Fund
- Approved Contract with American Exchange to Assist with COVID-19 Vaccine Administration Billing
- Approved Renewal of Agreement with Family and Children's Center for Intensive Tracking Services
- Approved Changes and Adding CSAH 10 Resurfacing to the 2021 Road and Bridge CIP
- Approved Amended 5-Year Extension of Contract with Harter's Quick Clean-up Inc. for Recycling Collection Services
- Approved 2021 Toward Zero Deaths Speed and Aggressive Driving Enforcement Agreement
- Confirmed Payment of Disbursements
- Approved Subaward Agreement with Hiawatha Valley Mental Health Center for Professional Services to Re-Entry Assistance Program Plus
- Approved Purchase of Service Agreement with Hiawatha Valley Mental Health Center for Crisis Services
- Approved Conditional Use Permit for George and Kimberly Karr Revocable Trust and Solar Club 23 for a 1-Megawatt Solar Energy System
- Received Update from Engage Winona
- Received Presentation and Approved 2020 Year-End Feedlot Program Review and the 2020 Annual Report and Performance Credit Report
- Approved Klein-McCarthy Schematic Design of Proposed Jail and Authorize Next Phase
- Tabled Report Regarding Public Data Request
- Approved Future Agenda item to Discuss Gathering Information from Bluffland Whitetails Association Regarding Chronic Wasting Disease
- Appointed Citizen Advisory Committee Volunteers
- Received Monthly Finance and Budget Update for February 2021
- Approved Request from University of Minnesota Extension for Minnesota Extension
-



## May 2021 Workforce & Program Report

### General Office Reporting

Office closed to the public beginning March 27, 2020 and remains closed to date. Two job service staff and one program staff, along with the Regional Labor Market Analyst, continue to come into the office at this time. One program staff works in the office two days a week and teleworks three days a week. Two program staff continue to telework from home.

An informational flyer on Unemployment Insurance and general job seeker questions is available outside our front door. People continue to come to the office and pick up this flyer. Customers continue to come to the office or call to see if we have reopened. All services, including program enrollment, job search, resume writing, employer services and other support are offered via phone and online.

Job service continues to make scheduled CareerForce orientation calls to customers on Unemployment Insurance four days per week.

The breakdown regarding services from March 22 -April 23, 2021 includes the following:

- Job Service/Vocational Rehabilitation/Program Phone Calls – 95
- UI Phone calls – 41
- New area job seekers registered in Minnesotaworks.net since March 22, 2021 - 22
- Career coaching/UI assistance – 90
- Employers served - 7
- Virtual & Interactive Services for Career Seekers are available on CareerForceMN.com
- As of 4/26/2021 there are 470 jobs posted in MNW within a 25-mile radius of 55987

### Program Summary

Program Summary				
Program	# Enrolled in Program	# In School	# Working	% School &/or Working
<b>Youth</b>	<b>25</b>	<b>25</b>	<b>23</b>	<b>100%</b>
<b>MFIP<sup>1</sup>/DWP<sup>2</sup></b>	<b>73</b>	<b>20</b>	<b>33</b>	<b>73%</b>
<b>FSS<sup>3</sup></b>	<b>72</b>	<b>20</b>	<b>15</b>	<b>49%</b>
<b>Adult</b>	<b>7</b>	<b>5</b>	<b>3</b>	<b>100%</b>
<b>Dislocated Worker</b>	<b>18</b>	<b>7</b>	<b>9</b>	<b>89%</b>
<b>Total</b>	<b>194</b>	<b>77</b>	<b>83</b>	<b>82%</b>

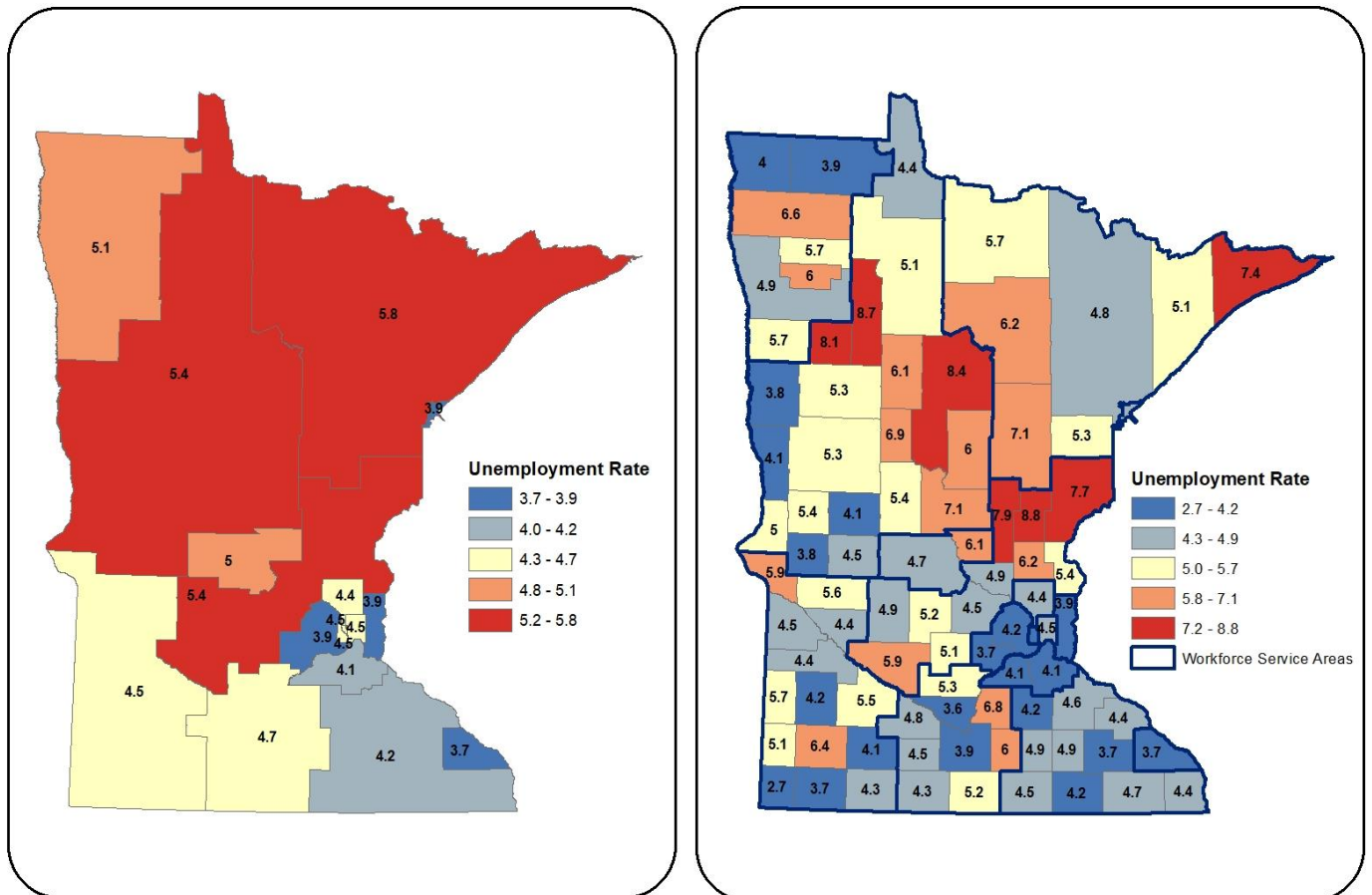
*FSS<sup>3</sup> = Family Stabilization Services (Part of the MFIP/DWP Program)*

- NOTE: Clients in MFIP/DWP that are not Working or in School are either Job Searching, have an Infant Under One year old, or are in Sanction. There are some rare exceptions.
- NOTE: Clients in FSS are participants that have various barriers (short and long term) to education and employment (such as mental and physical disabilities, and violence in the home). Many of these clients are receiving additional services from Human Services, Vocational Rehab, Woman’s Resource Center, etc.)

Provided by Mark Schultz – Regional Labor Market Analyst

## Unemployment Rates in Workforce Service Areas and Counties, Mar 2021

State of Minnesota = 4.5% (not seasonally adjusted)



Source: MN DEED, LAUS  
 Prepared by DEED (ABR)  
 April 21, 2021