



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: June 2, 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's something you plan to do this summer?	
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"> - Financial report through 3/31/21 - Board budget - One Stop Operator update - July/August meeting hiatus - MAWB meeting Aug. 4-5 - Sept. exec comm nominations and vote - Strategic planning focus areas 	
8:25-All committee members	Updates, networks, needs, ideas	
8:30 - Adjourn, Glen Groth, Chair		

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AGENDA

Date: May 5, 2021

Time: 7:30-8:30 AM

Location: Virtual and phone ONLY

Time/Person	Topic	Discussion	Outcome
7:30-Glen Groth, Chair	Call Meeting to Order, Introductions and question: What is your favorite spring smell?	Laura, Glen, Eric, Marleen, Chris, Ann, Carol, Greg, Naomi, Willie, Josh, Angella, Mike, Doug, Autumn, Pat, Fatima, Lucy, Susan	
7:35-Glen Groth, Chair	Agenda Approval	Willie move, Ann 2nd, pass	
7:36-Glen Groth, Chair	Minutes Approval	Pat move, Fatima 2nd, pass	
7:36- Consent Agenda			
Board Member Reports			
Greg Olson/Chris Meyer	Winona County Report	Continue to hold vaccine clinics, East End Rec, expecting about \$10 mil from American Recover Plan, awaiting guidance on what it can be spent on, May 11-Welcoming Week, SE MN Together presentations	
Heidi Smith	Winona Based Community Agency/ORC Report	Heidi not in attendance	
Larry Lundblad	MN State College SE Report	Larry not in attendance	

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Lucy McMartin	City of Winona/Port Authority Report	Larger housing developments coming up, CedarBrook-cooperative living across from Signatures, affordable housing Sarnia and Mankato, port authority closed on sale to Hiatt Manufacturing, starting this summer 20,000sq ft manufacturing-adding 5p people within 2 years, WinCraft potentially looking to expand here-working closely add 20-25 people within 2 years	
Regional Veterans,LMI, Workforce Reports			
Angela Birrittella	Regional Youth Programs	Beginning discussion across SE MN about work readiness training for youth and young adults, bringing together many partners to develop a model/standardize model so youth across SE MN are getting the same thing and preparing them well for the businesses in the region	Add Marleen to participant list until Youth position is filled
Susan Boehm	Regional Career Pathways	Short term training starting June 1-25, help people get into the trades, into Laborers Union. Runs M-F 7a-3:30p, WDI teaches first 2 weeks with essential skills, 3-4 week, Union trainers come to Rochester, get 3 industry recognized credentials, OSHA 30, First Aid AED, CPR, Flagger's Card. Focus to increase Women and minorities represented in SE MN Laborers Workforce, do not have to have GED or HS Diploma, does require drivers license	Ann seeking fliers for students, Susan will send as soon as they are ready

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Josh Hessler	Regional Veterans	Excited to see who Winona hires as new County Veteran's Service Officer. Working to become professional resume writer to serve clients.	
7:43 -Pat Buxengard, Marleen Lundberg,	OSO Reports, office updates	Numbers going up in most programs. Have alot of calls coming in and new people registered in MNWorks. Many new jobs posted. Pat making calls to UI Claimants M-Th, calls every ½ hr to discuss services offered through CareerForce. Made well over 18,000 calls throughout the state. Moving into the retail industry next week, currently focused on hospitality. Conducting interviews for Youth Coordinator position today, hope to fill quickly. Have an excellent candidate pool. WIOA allotment for youth/young adult program almost 22% increase. This week is public service recognition week. A lot of planning going on regarding re-opening careerforce locations. Business will look different as have moved to many virtual services. Also recognize missing many people due to lack of technology. No timeline established at this point for opening or open by appointment. Any talks about workforce shortage-How do we attract more people to our part of the state? Makes issue of childcare a more pressing issue to address, many women impacted by children at home not in school. Cultural differences due to the "fit" with lack of welcoming environment at businesses for various cultures. Focusing on interests	Continue discussions about how do we attract people to this are to fill the workforce shortage/labor market needs Partnership opportunity between School district and MNSCSE to introduce students to industrial education

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		and introduce them to new things and find training that will get them back to work. Schools struggling to fill Industrial Tech teacher position (2 openings in Winona SD). Need experiences at the high school rather than sending them to another location like MNSCSE.	
7:55 - Laura Pettersen, Executive Director	<ul style="list-style-type: none"> - Regional & Local Plan - submitted - Infrastructure Funding Agreement - submitted - RFP vote outcome: CareerForce provider of OSO, Strategic planning, staffing - Board member recruitment - Regional Forum 4/22-feedback? - Board budget preparation 	Plan submitted awaiting response/approval, Laura will follow up, same is true for infrastructure funding agreement. CareerForce is service provider and OSO moving forward according to online vote. Laura will work with Exec Comm to put together some plans and expectations. Ken Fritz having county attorney review agreements/contracts. Laura requesting assistance in recruiting new board members specifically, private industry and union. Laura working with Pat Moga to submit projections for FY22 grants and small budget for WWDB.	Laura ask a few members to brainstorm during one hour meeting regarding board member recruitment Laura send exec comm mtg dates to schedule before June meeting
8:25-All committee members	Updates, networks, needs, ideas	None shared	
8:30 - Adjourn, Glen Groth, Chair		Willie move, Fatima 2nd, pass	

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June 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 staff continues to make scheduled CareerForce orientation calls to customers on Unemployment Insurance four days per week and to RESEA (unemployment insurance) referrals for our area.

The breakdown regarding services from April 26 – May 21, 2021 includes the following:

- New area job seekers connected to CareerForce Winona registered in Minnesotaworks.net since April 23, 2021 – 28
- As of 05/21/2021 there are 496 jobs posted in MNW within a 25-mile radius of 55987
- 1-on-1 Services recorded in Minnesotaworks.net – 28
- Virtual & Interactive Services for Career Seekers are available on CareerForceMN.com

The following services are no longer tracked individually. More information will be provided at the meeting.

- Job Service/Vocational Rehabilitation/Program Phone Calls
- UI Phone calls
- Career coaching
- Employers served
- Career coaching/UI assistance
- Employers served

Program Summary

Program Summary				
Program	# Enrolled in Program	# In School	# Working	% School &/or Working
Youth	26	25	22	100%
MFIP¹/DWP²	72	20	31	71%
FSS³	70	20	13	47%
Adult	7	5	3	100%
Dislocated Worker	18	7	9	89%
Total	193	77	78	81%

FSS³ = Family Stabilization Services (Part of the MFIP/DWP Program)

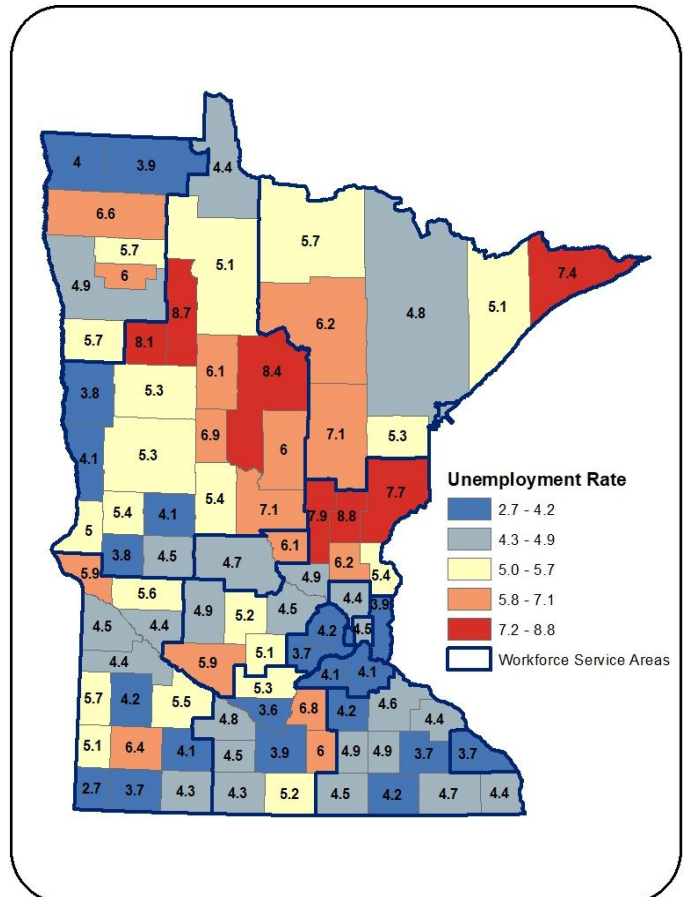
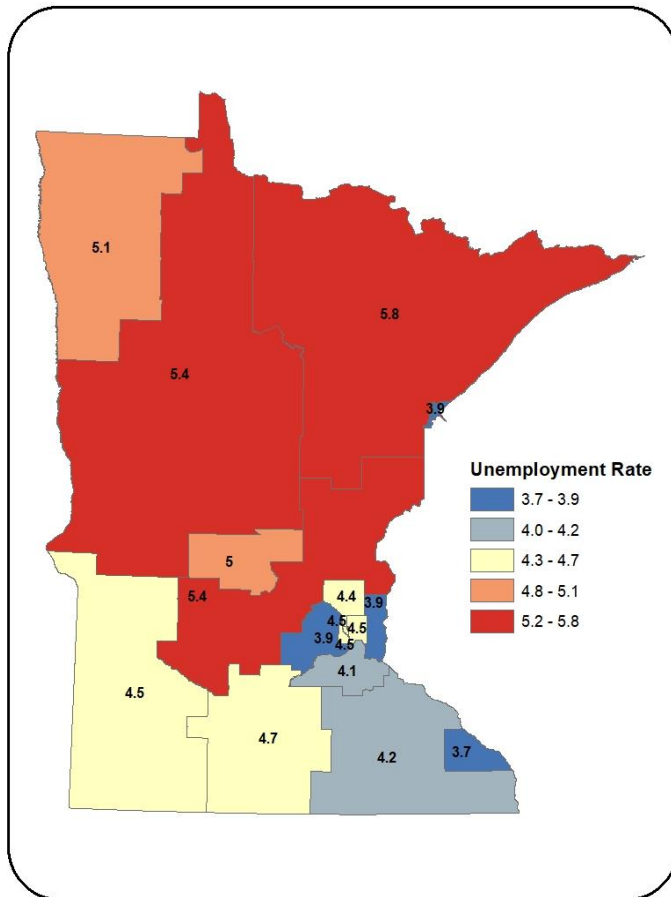
- NOTE: Clients in MFIP/DWP that are not Working or in School are either Job Searching, have an Infant Under One year old, or are in Sanction. There are some rare exceptions.
- NOTE: Clients in FSS are participants that have various barriers (short and long term) to education and employment (such as 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

(An updated map will be provided when received.)

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

Organization Name: Winona Workforce Development Board

Fiscal Year Period:1/1/2022-12/31/2022

	January	February	March	April	May	June	July	August	September	October	November	December	Annual
Revenue													
WIOA	\$ 930	\$ 930	\$ 930	\$ 930	\$ 930	\$ 930	\$ 930	\$ 930	\$ 930	\$ 930	\$ 930	\$ 930	\$ 11,157
State	\$ 911	\$ 911	\$ 911	\$ 911	\$ 911	\$ 911	\$ 911	\$ 911	\$ 911	\$ 911	\$ 911	\$ 911	\$ 10,932
* 10% of WIOA and State Grants													
TOTAL AVAILABLE FUNDS	\$ 1,841	\$ 1,841	\$ 1,841	\$ 1,841	\$ 1,841	\$ 1,841	\$ 1,841	\$ 1,841	\$ 1,841	\$ 1,841	\$ 1,841	\$ 1,841	\$ 22,089
Expenses													
Exec Dir salary and wages (6 hrs, 52 weeks)	\$ 1,031	\$ 1,031	\$ 1,031	\$ 1,031	\$ 1,031	\$ 1,031	\$ 1,031	\$ 1,031	\$ 1,031	\$ 1,031	\$ 1,031	\$ 1,031	\$ 12,374
Fringe Benefits													\$ -
Per Diem for Board Members													
Meeting Space (In Kind)	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50			\$ 50	\$ 50	\$ 50	\$ 50	\$ 500
Meeting Refreshments	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20			\$ 20	\$ 20	\$ 20	\$ 20	\$ 200
Supplies	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15			\$ 15	\$ 15	\$ 15	\$ 15	\$ 150
Travel to Non-LWDB meetings	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 1,000	\$ 50	\$ 50	\$ 50	\$ 125	\$ 1,625
Mileage Reimbursement	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 350	\$ 50	\$ 50	\$ 50	\$ 50	\$ 900
Meeting Supplies, other Costs	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25			\$ 25	\$ 25	\$ 25	\$ 25	\$ 250
													\$ -
TOTAL EXPENSES	\$ 1,241	\$ 1,241	\$ 1,241	\$ 1,241	\$ 1,241	\$ 1,241	\$ 1,131	\$ 2,381	\$ 1,241	\$ 1,241	\$ 1,241	\$ 1,316	\$ 15,999
Total in-kind expenses													
Total WIB Board Expenses	\$ 1,241	\$ 1,241	\$ 1,241	\$ 1,241	\$ 1,241	\$ 1,241	\$ 1,131	\$ 2,381	\$ 1,241	\$ 1,241	\$ 1,241	\$ 1,316	\$ 15,999
Remaining Admin Funds after WDB	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 710	\$ (540)	\$ 600	\$ 600	\$ 600	\$ 525	\$ 6,090