GWDB Operations Committee Meeting Minutes

Tuesday, September 10, 2019 via Conference Call

10:00 a.m. – 12:00 Noon

Governor’s Workforce Development Board web site: <https://mn.gov/deed/gwdb/>

Workforce Innovation and Opportunity Act (WIOA) [Dashboard](https://mn.gov/deed/about/what-we-do/agency-results/perform-measures/wioa/)

**Members Present**

* Shirley Barnes, Vice Chair
* Steve Ditschler
* Loren Nelson
* Roy Smith

**Guests Present**

* Solveig Beckel
* Anna Scholin

**GWDB Staff Present**

* Ben Baglio
* Kay Kammen
* Kay Pollard
1. **Call to Order / Introductions**

Vice Chair Shirley Barnes called the meeting to order at 10:02 a.m. The meeting began with introductions of members on the Conference Call, followed by guests from the House of Representatives Research and Fiscal Analysis Departments and GWDB Staff.

1. **Review / Approve – Minutes of August 13, 2019 Meeting**

Steve Ditschler made a motion to approve the minutes of the August 13, 2019 Operations Committee meeting. Roy Smith seconded the motion and it passed unopposed.

1. **Preparation for Committee Report-Outs at Sept. 11 GWDB Meeting**

The committee reviewed the by-laws revisions approved at its August 13th meeting:

* Addition of the word “voting” to Article VII Section D. of the GWDB’s By-laws so it is consistent with State Statute 116L.665. The revised section reads: “A simple majority of the voting members, excluding any vacancies, constitutes a quorum.”
* Change Article V Section C.7. of the GWDB’s By-laws so it is consistent with State Statute 116L.665 regarding the GWDB member representing the Minnesota Workforce Council Association. Also change MWCA to Minnesota Association of Workforce Boards. The revised section reads: “The chair or executive director of the Minnesota Association of Workforce Boards.”

Chair Kautz will introduce a motion from the Operations Committee to accept the by-laws revisions. A resolution pertaining to the by-laws will be included in members’ meeting materials and presented to Board Chair Laura Beeth for signature. Steve Ditschler also plans to provide a brief status report on the Disability Equity Committee and a synopsis of the committee’s year-to-date work.

1. **Announcements/Action Steps**

a) *The next meeting of the Full Board is on Wednesday, Sept. 11 from 10:00 a.m. to 2:00 p.m. at the North Metro Event Center, 1000 Gramsie Road, Shoreview, MN*

b) September is CareerForce Month in Minnesota, with events, elected official appearances and media coverage planned for the week of September 16.

1. **Meeting Adjournment –** The meeting was adjourned at 10:36 a.m. by acclamation.

*The next meeting of the Operations Committee is at 10:00 a.m. on Tuesday, October 8, 2019 at DEED Headquarters.*