GWDB Operations Committee Meeting Minutes

Tuesday, December 11, 2018 Mississippi Conference Room

10:00 a.m. – 12:00 Noon

Department of Employment and Economic Development (DEED)

332 Minnesota Street -Suite E200 - Saint Paul, Minnesota 55101

**Members Present**

* Mayor Elizabeth Kautz, Chair
* Shirley Barnes
* Luann Bartley
* Charlene Briner
* Steve Ditschler
* Jeremy Hanson Willis
* Lorrie Janatopoulos
* Anne Kilzer
* Loren Nelson
* Roy Smith

**Staff Present**

* Kriystauhl Fitchett
* Kay Kammen

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1. **Call to Order / Introductions**

The meeting was called to order at 10:00 a.m. Introductions of committee members attending in person and on the phone, and staff followed.

1. **Review / Approve – Minutes of November 13, 2018 Meeting**

Steve Ditschler made a motion to approve the minutes of the November 13, 2018 Operations Committee meeting. Shirley Barnes seconded the motion and it passed unopposed.

1. **Status Updates – Review / Comment:**
2. Anne Kilzer, Executive Director of the Minnesota Workforce Council Association, and DEED Deputy Commissioner Jeremy Hanson Willis gave an update on the CareerForce launch, which occurred in late November and is the beginning of much work ahead. CareerForce provides a foundation for a service delivery system and a state-of-the-art technology platform. A preview and celebration of careerforcemn.com will be part of the agenda for the December 12 quarterly meeting of the GWDB. A charter signifying the partnership in this effort between DEED, MWCA and the GWDB will be signed. Chair Kautz offered her congratulations to the CareerForce team for their vision and focus on the state’s workforce delivery system.
3. Chair Kautz discussed the importance of leveraging knowledge and relationships among the professionals who serve as volunteers on the Board. She stressed the importance of trust and also suggested moving toward self-evaluation and 360 degree reviews for members and officers.
4. Shirley Barnes, Chair of the Minnesota Workforce Council Association, outlined the agenda for the December 12 Joint Meeting of MWCA and the GWDB. Business to be conducted includes a vote on the association’s name change. Questions have been developed for a panel discussion led by an external facilitator. She commented on the strong partnership among DEED, MWCA and the GWDB.
5. Kay Kammen reported that the GWDB Disability Equity and Racial Equity committees’ recommendations have been finalized and will be put forward to the GWDB for approval at the December 12 meeting. Discussion followed regarding the Racial Equity Committee’s Recommendation #3, to *Recruit, Retain, and Accelerate the hiring and retention of teachers of color and American Indian teachers in Minnesota’s schools.* Committee members commented on the importance of educators in the lives of students and the cultural shift that needs to take place about teaching as a profession.
6. Jeremy Hanson Willis and Minnesota Department of Education Deputy Commissioner Charlene Briner discussed transition activities under the Walz Administration with the governor’s transition team’s attention to continuity, priorities, scope and scale.
7. Jeremy Hanson Willis announced that drafts of DEED policies on One-Stop Center Certification and Local Workforce Development Board Certification are posted for public comment through December 27.
8. **Announcements/discussion**
9. GWDB and MWCA Joint Meeting will be on Wednesday, December 12, 2018 – 10:00 a.m. to 2:00 p.m. North Metro Event Center, Shoreview, MN
10. The 2019 Operations Committee meeting schedule was provided to committee members.
11. Future discussion: Work plan for Operations Committee in 2019

**Meeting Adjournment –** The meeting was adjourned at 11:30 a.m. by acclamation.