GWDB Operations Committee Meeting Minutes

Tuesday, April 9, 2019 Boundary Waters 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, Vice Chair
* Charlene Briner
* Steve Ditschler
* Lorrie Janatopoulos
* Anne Kilzer
* Loren Nelson

**Staff Present**

* May Thao Schuck
* Kriystauhl Fitchett
* Kay Kammen

# Call to Order / Introductions

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

1. **Review / Approve – Minutes of March 12, 2019 Meeting**

Steve Ditschler made a motion to approve the minutes of the March 12, 2019 Operations Committee meeting. Lorrie Janatopoulos seconded the motion and it passed unopposed.

1. **Status Updates – Review / Comment:**

May Thao Schuck, Director of DEED’s Employment and Training Programs Division, gave an overview of DEED’s new organizational structure. She also explained that there will not be a blended CareerForce System Innovation Director position but two separate leadership roles, a CareerForce Director and a GWDB Staff Lead. She said the new structure is intended to provide more opportunities for collaboration and alignment with other state agencies.

Questions were asked about how GWDB staffing is provided for in state statute: [GWDB 2018 Minnesota Statutes 116L.665](https://www.revisor.mn.gov/statutes/2018/cite/116L.665?keyword_type=all&keyword=Governors+Workforce+Development+Board).

Board involvement in WIOA reauthorization, coming up in 2021, was mentioned, as well as reviewing the strategies being carried out by local workforce development boards.

Committee members suggested future task forces/committees on communication and marketing, gender and youth. Messaging vehicles could include the GWDB web site, social media and video presentations.

In the context of WIOA dashboard data, the State Longitudinal Data System (SLEDS) was discussed, as well as the challenges surrounding data sharing between government agencies.

1. **Announcements**
2. Recommendations for current GWDB openings were approved by Chair Laura Beeth and Commissioner Steve Grove and put forward to the Governor’s Office.
3. Executive Committee conference call changed from Friday, May 10 to Friday, May 17 from 11:30 a.m. – 12:30 p.m.
4. Next meeting of the Full Board on Wednesday, June 12 from 10:00 a.m. to 2:00 p.m.
5. Chair Kautz made a comment on the importance of participation in the 2020 Census. A reduced population count could result in the loss of one of Minnesota’s U.S. House of Representatives seats and impact funding to the state.
6. **Action Steps**

a) DEED organizational chart and reporting structure to be provided at next meeting.

b) Guidance expected soon from USDOL for 2020-2024 State Plan. State agency partners will convene to begin planning and preparation.

c) Better understanding of dashboard outcomes needed, as well as impact and alignment with the pillars of the State Plan: *Race, Disability, Disconnected Youth and Gender*.

**Meeting Adjournment –** The meeting was adjourned at 11:50 a.m. by acclamation.

*The next meeting of the Operations Committee is from 10:00 a.m. to 12:00 Noon on Tuesday, May 14 at DEED Headquarters.*