GWDB Operations Committee Meeting Minutes

Tuesday, November 13, 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
* Steve Ditschler
* Jeremy Hanson Willis
* Lorrie Janatopoulos
* Anne Kilzer
* Loren Nelson
* Jovon Perry

**Staff Present**

* Darielle Dannen
* Kriystauhl Fitchett
* Kay Kammen
* Carrie Marsh
* Kay Pollard

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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 October 9, 2018 Meeting**

Steve Ditschler made a motion to approve the minutes of the October 9, 2018 meeting. Loren Nelson seconded the motion and it passed unopposed.

1. **Action Items – Review / Approve:**
2. Carrie Marsh from DEED’s Performance Management Department asked the committee for conditional approval of the draft of the WIOA Annual Report Narrative, which is due to the U.S. Department of Labor in December. Steve Ditschler moved to accept the report. Anne Kilzer seconded the motion and it passed.
3. Kay Pollard stated that the GWDB’s Executive Committee fulfilled its responsibility and approved the 2019 GWDB Legislative Report on November 9. The report is due to the Legislature on January 15 of next year, with copies to the Chair of the Jobs Committee, the Minnesota Legislative Reference Library and the Governor’s Office. Kay thanked Darielle Dannen for her contributions to the report and suggested consulting Government Affairs on future reports. Loren Nelson made a motion to recommend approval of the report with minor changes that were discussed. Anne Kilzer seconded the motion and it passed.
4. **Status Updates – Review / Comment:**
5. GWDB Disability Equity Committee Recommendations for Full Board Approval at GWDB December Meeting – Steve Ditschler reviewed the recommendations that are focused on better serving adults and youth through federal and state funding.
6. GWDB Racial Equity Committee Recommendations for Full Board Approval at GWDB December Meeting – Lorrie Janatopoulos discussed how the committee developed recommendations that members felt would be most impactful in addressing disparities among people of color and American Indians.
7. DRAFT DEED Policy Update on One-Stop Center Certification – May Thao Schuck explained that, in accordance with the Workforce Innovation and Opportunity Act (WIOA), the local One-Stop system must include at least one comprehensive One-Stop Center in each workforce development area. Policy has been finalized and is ready for a 30-day public comment period.
8. DRAFT DEED Policy Update on Local Workforce Development Board Certification – May Thao Schuck told the committee that this policy has also been finalized and is available for public comment. WIOA renames local boards Local Workforce Development Boards (LWDBs), establishes new criteria for board membership, expands the required functions of the boards, and sets additional board requirements
9. **Announcements**
10. Operations Committee Meeting – Tuesday, December 11, 2018 – 10:00 am – 12:00 Noon, [DEED,](http://mn.gov/deed/about/contact-us/headquarters.jsp) Mississippi Conference Room
11. GWDB and MWCA Joint Meeting – Wednesday, December 12, 2018 – 10:00 a.m. to 2:00 p.m. North Metro Event Center, Shoreview, MN
12. **Meeting Adjournment -** Adjourned at 12:00 Noon byacclamation.