**GWDB Operations Committee**

**Meeting Minutes**

Tuesday, May 14, 2019

 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
* Anne Kilzer
* Loren Nelson

**Staff Present**

* Marc Majors
* Kriystauhl Fitchett
* Lisa Snyder
* Roy Smith
* Jovan Perry

**Call to Order/ Introductions**

The meeting was called to order at 10:01 a.m. Introductions of members attending in person and on the phone followed. Chair Kautz recognized that a quorum was not met.

1. **Review** / **Approve** - **Minutes of April 9, 2019 Meeting**

Chair Kautz noted that the April 9, 2019 Operations Committee meeting minutes could not be voted on due to a lack of quorum.

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

Marc Majors, Deputy Director of DEED's Employment and Training Programs Division, gave an update to DEED's reorganizational structure. The new Deputy Commissioner of Workforce Development, Hamse Warfa, will oversee the Employment and Training Program Division, the Office of Equity Opportunity, CareerForce Systems and GWDB. He also explained that DEED posted the CareerForce Systems Director and GWDB Coordinator positions. The CareerForce Systems Director will oversee the CareerForce digital platform and physical locations. Jovan Perry requested that the organizational chart be sent to the board members.

Deputy Director Majors referenced TEGL No.17-18 (PY 18) - 73 million availability is to increase apprenticeship programs. DEED plans to partner with DOL and other agencies to leverage funds. There was discussion on the 15 percent decrease in WIOA funding and how the direct goal is to address workforce development and the deficiency in the talent pipeline. It is hard to attract good people with deficiencies in housing and transportation.

Deputy Director Majors gave highlights from the NASWA Legislative Priorities 2019 report, specifically 1) Key Fiscal Issues: Ensure sufficient, flexible workforce development investment; reform unemployment insurance; and continue support for reemployment services and apprenticeships, and 2) Key Authorizing Issues: Improve the disabled Veteran’s Outreach Program and ensure successful WIOA implementation. Further discussion lead to DEED’s allocation reduction of approximately 1.9 million, which impacts Youth Services – cut by 1 million, Adult WIOA, Dislocated Workers Program, and Wagner Peyser. The distribution is based on low employment rates. The need to partner with sister agencies to integrate services to ensure youth and adults are being seamlessly served was discussed. The impact to farmers resulting from tariffs was also mentioned.

DEED is conducting eight Community Engagement Sessions with the goal to listen to understand the needs and concerns of communities, which is a priority of Commissioner Grove. Ann Kilzer expressed gratitude from local directors that these sessions are not just metro, but suggested more lead time be given so more people can attend.

Kriystauhl Fitchett provided updates on the local area board certification. She has been visiting regional boards, has a couple of metro areas left, and will provide a new checkoff list. Local areas are being reconfirmed by the new commissioner. Ann Kilzer mentioned that local area directors appreciate the visits and value the process. She said there is a need to ensure that feedback from the locals is part of the communication pipeline.

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### Announcements

* 1. Eight board member vacancies and 16 terms expiring June 30. Information is posted on the Secretary of State website.
	2. Steve Ditschler will attend the Executive Committee meeting rescheduled for May 17, 2019.
	3. Recommendations for current GWDB member openings were approved by Chair Laura Beeth and Commissioner Steve Grove and put forward to the Governor's Office.
	4. Meeting Friday, May 17, 2019 with Ann Kilzer, Commissioner Grove, Deputy Commissioner Warfa, Chief of Staff, May Thao-Schuck, Laura Beeth, and Shirley Barnes to discuss aligning efforts around WIOA.
	5. Ann Kilzer is leaving the Minnesota Association of Workforce Boards at the end of the month and starting a position as Board Director for Carver/Hennepin County. She plans to attend the June GWDB meeting.

### Action Steps

* 1. Lisa Snyder, DEED staff, to send May 15, 2019 meeting notes to Steve Ditschler before Friday, May 17, 2019 for the Executive Committee meeting.
	2. Send current DEED organizational chart and reporting structure to board members.
	3. Need to secure a venue for the June GDWB board meeting.

**Meeting Adjournment** - The meeting was adjourned at 11:04 a.m. by acclamation.