

# JOINT POWERS BOARD

June 6, 2019, 10:00 a.m.  
Workforce Development, Inc.  
Rochester, MN

## MINUTES

**Attendees:** Dan Belshan (Chair), Randy Johnson (Director), Jinny Rietmann, Steve Underdahl, Jeff Baldus, Rick Gnemi, Cheryl Key, Mitch Lentz, Rhonda Toquam, Teresa Walter, Brian Ashton, Susan Boehm, Sonji Davis, Wanda Jensen, David LeGarde, Jenny Iverson (note taker).

Dan Belshan called the meeting to order. Introductions were made and a quorum was present. **Jeff Baldus moved for consent of the June agenda; Cheryl Key seconded, and the motion passed. Cheryl Key moved for consent of the May meeting minutes; Theresa Walter seconded, and the motion passed.**

**Fiscal** – Brian Ashton

Fiscal Report:

- Brian stated that we are 91% through the year, and about 74% spent. He pointed out that the State Dislocated Worker funds that were approved in April have posted, which is \$225,000. \$100,000 in Pre-ETS is moving into the next fiscal year, with spend dates of May 1<sup>st</sup>-September 30<sup>th</sup>.

Functional Expenses by Line Item:

- Brian stated that the only line we are currently over-spent on is Subcontracted Services. This is due to a sub-contract in Rice County and 2 lines being combined into one. This will be adjusted to 90% spent before year end. Computer transition is going well. We spent around \$8000 for new laptops and will have about \$53,000 in equipment leases which will be spread out over 3 years. Randy also discussed the audit request. Hawkins Ash, who we are currently using, came back with a bid of just under \$50,000 for 3 years. CLA (CliftonLarsonAllen) came back with a bid of \$38,250 for 3 years. Randy stated that the motion was passed to give the job to CLA. **Rick Gnemi moved to approve the Fiscal Report; Rhonda Toquam seconded, and the motion was approved.**

Workforce Development Board Administration Budget: Randy Johnson

- This is the required outline for the budget that is needed to run the monthly board meetings. This includes salaries for the Director and note taker, meals, etc. The total budget for fiscal year 2018 is \$38,586. **Rick Gnemi moved to approve the Workforce Development Board Administration Budget, Theresa Walter seconded, and the motion was approved.**

Signatory Authorization for Jinny Rietmann:

- Randy requested that Jinny be authorized to do things like check stamping, approving plans, and have overall authorization to make business decisions. This is something that Randy was approved to do while Executive Director. **Rick Gnemi moved to give signatory authorization to Jinny Rietmann; Steve Underdahl seconded, and the motion was approved.**

## Program Reports

Dislocated Worker-Randy Johnson

- Randy stated that there have been no changes in projects since last month. He pointed out the significant increase in DW enrollees this year. We are currently at 258 enrolled, versus 122 last year. Retail has been hardest hit. Seneca Foods has had another round of lay-offs. There will be no new project for this. Randy discussed the struggle dairy farmers are having in the area and stated that the new policy letter was approved and we can now serve them as Dislocated Workers. Randy also introduced Sonji Davis as the new Dislocated Worker Coordinator.

Youth-Jinny Rietmann

- Jinny introduced David LeGarde as the new Youth Programs Coordinator. Jinny mentioned the Pre-ETS (Pre Employment Training Services) program and stated that it is geared towards high school students with disabilities. She stated that we have until September 30<sup>th</sup> to use the funds, so we are looking to hire 2 temporary Career Planners for that purpose. We were not chosen to receive the Youth at Work grant. Overall we are meeting or exceeding all of our federal performance measures.

Welfare Reform-Wanda Jensen

- Wanda discussed the WDI Program Performance Report, which has data from July 1<sup>st</sup>, 2018 to May 31<sup>st</sup>, 2019. She noted that wages are rising in welfare reform programs, which is great to see. However, there is still a big difference between those programs and the Dislocated Worker wages. Wanda discussed the new \$100 increase to

the cash amount clients will receive on the MFIP program, which will start February 2020. She also spoke about the State's approval of the 12 month marriage income forgiveness program for people on public assistance. This is meant to promote marriage and not punish people on public assistance who want to get married.

Workforce Innovation and Opportunity Act-Randy Johnson

- Randy stated that the Federal budgets are being worked again and he does not see a big threat to our programs. He stated that the WIOA program will more than likely get reviewed next year. Randy stated that we will more than likely get monitored this summer. One thing they will be looking at is the board roster. The expectation is that it is made up of 51% members in the private business sector. Our goal is 60%. There are several counties that we need additional members from, so Randy requested that names be sent to him if anyone has suggestions. It is also required that we document efforts made to have diversity on the board. A survey will be coming out shortly to gather information.

**Director's Report – Randy Johnson**

Legislative Overview/Budget Breakdown

- Randy discussed the PY 19 Annual Allocations from the MN WDF. He stated that there are 2 different funds; the WDF Fund, and the General Fund. The WDF fund is generated by a tax that employers pay. Some non-profits had changes to funding, while others had changes to the funding stream. Voc Rehab and DOLI Programs had the most significant increases in funding. Overall there was a 2.8% increase in Dislocated Worker Allocations this year, strictly because the pot grew as a whole. The more employees there are, the more tax that is being paid by employers. There was much discussion around how the Counties and Chamber of Commerce can get more involved in monitoring and allocating these funds.

Leadership Transition Activity Review

- All is going well with the transition.

**Other and Public Comment**

- Randy discussed the accomplishments hand-outs. He thanked the team for doing such a great job over the years.

**Next Meetings**

- No Meeting in July
- Next meeting will be a joint Strategic Planning meeting on August 15<sup>th</sup>, from 11-2:30.

**Dan Belshan adjourned the meeting.**

Respectfully submitted,  
Jenny Iverson  
Workforce Development, Inc.