

MINUTES
SOUTHWEST MINNESOTA WORKFORCE DEVELOPMENT BOARD
OCTOBER 1, 2020
VIA ZOOM MEETING
4:00 P.M.

Members Present: Andy Easley, Carla Goedtke, Anne Johnson, Robyn Leese, Melissa McGinty-Thompson, Tim Paulson, Dawn Schnell, Brad Vaughn, Diana Anderson, Bruce Bergeson, Tim Jones, See Moua-Leske, Terry Gaalswyk, Kirby Kruse, Miguel Rivas, Chuck Swanson, Ross Wastvedt, Reggie Worlds

Members Excused: Len Bakken, Beth Wilms, Mimi Schafer

Members Absent: Nathalie Nkasharma, Dave Rogers, Jeffrey Varcoe, Eric Austin

Staff Present: Carrie Bendix, Eriann Faris, Wanda Hebrank, Luke Greiner, Jessica Miller, Michael Daley

Guests Present: Kelley Asche

Carla Goedtke, Vice Chair called the meeting to order at 4:02 p.m.

Welcome & Introductions

Carla Goedtke welcomed all guests, members, and staff. Carla introduced Dr. Ross Wastvedt, Education Representative who is replacing Dawn Regnier on the Board. Dr. Wastvedt is the Provost and Vice President for Academic and Student Affairs at Southwest Minnesota State University, in Marshall.

Introductions of staff, guests and members was held.

Agenda Additions

Carla Goedtke asked if there were any additions to the agenda. Hearing no additional agenda items, a motion was made by Andy Easley to approve the agenda as presented. The motion was seconded by Reggie Worlds and unanimously passed.

Unemployment Now and Who They are in Southwest Minnesota – Luke Greiner, DEED Regional Analyst, Central & Southwest Minnesota

Luke Greiner presented on the current unemployment in Southwest Minnesota. He reported that the share of people receiving UI is consistent, but disproportionately effecting workers with a high school education. Luke also provided detailed information on the UI claims by Race. He noted that being unemployed has a lot to do with what you do for a living, where you are located and what type of industry employs you. He also provided information on the share of UI Claims compared to the share of employment in the Southwest Region.

CRPD Research: Wages can go further in Rural Minnesota - Kelly Asche, Center for Rural Policy and Development

Kelly Asche, Research Associate from the Center for Rural Policy and Development gave a presentation on “Wages can go further in rural Minnesota.” He provided information on competitive wages in greater Minnesota when considering the cost of living. Kelly explained how the cost of living is developed and provided information on the hourly wage needed to meet the cost of living in each location. He also provided information on the median monthly wage for all occupations as a percent of cost of living and how the concentration of employment impacts the median wage. Kelly noted that he will provide a copy of his presentation for members.

Member Updates – Open forum for members to share best practices within the business and/or activities occurring within their communities.

No updates were given.

Business Items/Action Items

Consent Agenda Items

Carla Goedtke reported that the items listed under the consent agenda include: the Minutes of the August 6, 2020 SW MN Workforce Development Board Meeting; the Minutes of the August 6, 2020 Executive Committee Meeting; the Minutes of the August 6, 2020 Youth Committee Meeting; and the Southwest Minnesota Private Industry Council Report.

A motion was made by Kirby Kruse to approve the Consent Agenda. The motion was seconded by Terry Gaalswyk and unanimously passed.

PY20-21 Workforce Development Council’s Operating Budget Update

A motion was made by Kirby Kruse to approve the Operating Budget for Program Year 2020. Anne Johnson seconded the motion. Carrie Bendix reviewed the budget and noted that it was very similar to last year’s budget. The motion unanimously passed.

Director’s & Officers Insurance

Carla Goedtke reported that the D&O insurance policy for the SW MN Workforce Development Board is due for the period of 11/05/2020 — 11/05/2021. The premium is quoted at \$828, which is up \$32 from the current year. The policy is through the Nonprofit Insurance Trust and the carrier is Carolina Casualty Insurance Company.

A motion was made by Tim Paulson to approve the payment of \$828 for the D&O Insurance for 2020-2021. The motion was seconded by Diana Anderson and unanimously passed.

Appointment to the Southwest Minnesota Regional Transportation Coordinating Council (RTCC)

Carrie Bendix reported that the Southwest Minnesota Regional Transportation Coordinating Council (RTCC) is a cross-disciplinary group of people with a stake in transportation who come together regularly to work on increasing transportation coordination and, thereby, create more transportation options region-wide. This work will start small and grow bit by bit. The RTCC in Southwest Minnesota is currently gathering formal Council members and starting to lay the groundwork for future projects. Carrie noted that Mary Mulder, Program Manager with the Southwest Minnesota Private Industry Council, is seeking the board's support and feedback as she seeks appointment to the RTCC. Carrie noted that this is a newly forming board.

A motion was made by Kirby Kruse to affirm Mary Mulder's appointment to the RTCC. The motion was seconded by Andy Easley and unanimously passed.

SNAP E&T Laptop Loan Program

Carrie Bendix reported that DHS has offered to give the PIC \$5,833 to establish and operate a laptop loan program for SNAP E&T participants. The costs for computers must be incurred between September 1 and September 30, 2020. Carrie noted that with many of our Career Pathway trainings now have an online component, and this program would save the Career Pathway programs from purchasing laptops for the students and better support SNAP E&T participants in their job search.

A motion was made by Anne Johnson to approve receiving \$5,833 from DHS to establish a laptop loan program for SNAP E&T participants. The motion was seconded by Tim Paulson and unanimously passed.

Minnesota Association of Workforce Board's (MAWB) 2021 State Legislative Platform

Carrie Bendix reported that the MAWB Legislative Committee is preparing the 2021 State Legislative Platform. With all that has happened in the last six months regarding COVID-19, Carrie asked if the board wanted to make any recommendations to the MAWB Legislative Committee on additions, deletions, or changes. Carrie reviewed the highlights of the 2020 State Legislative Platform. One suggestion was made regarding reducing the costs of post-secondary testing fees. Members were encouraged to contact Carrie with any additions, deletions, or changes to the MAWB Legislative Committee.

Informational Items

Carla Goedtke reported the following vacancies exist on the Southwest Minnesota Workforce Development Board:

- Lac qui Parle County Private Sector Representative
- Lincoln County Private Sector Representative

Board Member's Confidentiality and Conflict of Interest Policy Documents

Board Members were reminded to review the Confidentiality & Conflict of Interest Policies and submit the form to Wanda Hebrank at the PIC Admin Office via fax (507-537-6362), e-mail (whebrank@swmnpic.org) or mail (607 W. Main Street, Marshall, MN 56258).

Board Member Profiles

Carla Goedtke reported that as part of the PIC's 35th Anniversary, we are updating the board member profiles on the PIC's website and in social media. She reminded members submit a picture or request to have it taken and to complete the survey online at <https://www.surveymonkey.com/r/BP6CBRR>

Committee Reports

Executive Committee – Carla Goedtke

Carla Goedtke reported that the Executive Committee spend most of their time reviewing the MAWB Legislative Platform and the struggles relating to the Coronavirus.

Youth Committee – Eriann Faris/New Committee Chair

Eriann reported that the Youth Committee has not met since the Board's last meeting but will be meeting in November at which time they hope to appoint a new Committee Chair.

Marketing Committee – Brad Vaughn

Brad Vaughn reported that the Marketing Committee would be meeting after this meeting. He noted that the Committee has been working on the social media campaign, the new logo, and the video.

The Committee will start to work on their second goal, which is reaching out to Chambers to do presentations on the resources and services available to businesses at CareerForce. Anne Johnson, Tim Paulson and Miguel Rivas will contact local chamber to make a connection with the Marketing Committee.

Partner Updates

Reggie Worlds – Job Service

Reggie Worlds reported that DEED continues to provide services virtually and connecting with both business and clients. At this time, DEED does not have a date to reopen the CareerForce locations but noted that the safety of employees and staff is the biggest concern. He noted that DEED is meeting with MMB and the Governor's Office regarding this, but with the COVID-19 cases going up there is concern with moving forward.

Mimi Schafer/Christine Olson – Rehabilitation Services

No report was given.

Director Updates

Reopening CareerForce Locations

Carrie Bendix reported that Private Industry Council staff continue to provide services virtually. She noted that the PIC Board of Director's has directed staff to return to work, on a rotating system of one day a week and to provide one-on-one appointments. At the Marshall Office, staff will be able to access the Conference Room through a door from the hallway.

Montevideo Office Repairs

Carrie Bendix reported that brickwork on the Historic Building in Montevideo would begin on October 5, 2020.

Other Updates

Carrie Bendix also reported the following:

- Youth staff are setting up work experiences with employers and customers.
- The dislocated worker programs have not seen a significant increase in customers seeking services.
- The negotiation of performance standards with the State went very well this year.

Miguel Rivas reported that he would be touring, in-person, the JBS facility to see what they are doing to stop the spread of COVID-19.

Important Dates

Executive Committee – December 3, 2020 – 3:00 p.m.

Workforce Development Board Meeting – December 3, 2020 – 4:00–6:00 p.m.

Adjourn

The next meeting will be held on December 3, 2020 from 4:00 – 6:00 p.m. Hearing no other business, the meeting adjourned at 5:35 p.m.

Approved by:

Approved by:

Robyn Leese, Secretary

Wanda Hebrank, Recording Secretary