

**Joint Powers Board**  
September 16, 2024  
706 N. Victory Drive  
Mankato, MN

Commissioner Roper called the meeting to order at 4:00 p.m.

**I. Roll Call**

Members Present:

Commissioner John Roper  
Commissioner Jaime Bless  
Commissioner David Borchert  
Commissioner Kip Bruender

Commissioner David Gliszinski  
Commissioner Joe Kreger  
Commissioner Terry Morrow

Staff Present: Heather Gleason, Sara Carrigan, and Sarah Longtin

**II. Approval of Agenda**

Commissioner Roper called for the approval of the agenda with the amendments to remove “Leah MacGregor, Spherion” from Appointment of Council Members and add Approval of the Budget after Appointment of Council Members. A motion to approve the amended agenda was made by Commissioner Borchert and seconded by Commissioner Bless. The motion carried.

**III. Approval of Minutes**

Commissioner Roper called for the approval of the June minutes. A motion to approve the minutes was made by Commissioner Morrow and seconded by Commissioner Gliszinski. The motion carried.

**IV. Appointment of Council Members**

Commissioner Roper called for approval of the Council member appointments. The Workforce Council recommends approving Business Representatives Dominique Berg (STEP Inc.) and Jennifer Mendiola (Associated Finishing), and post-secondary representative Tammy Bohlke (Minnesota State University, Mankato). Commissioner Bless moved to approve, seconded by Commissioner Bruender, and the motion carried.

**V. Program Year PY24 Budget**

Heather Gleason distributed and reviewed the budget. A \$30/month increase in rent has been noted since the approval in June. The Workforce Council recommends approving the revised budget. A motion to approve the budget was made by Commissioner Bruender and seconded by Commissioner Terry Morrow. The motion carried.

**VI. Minnesota Association of Workforce Boards**

Heather Gleason summarized Cate Duin’s presentation from the Council meeting. Cate Duin is the Minnesota Association of Workforce Boards (MAWB) Executive Director. New to the position, Cate is advocating for workforce boards in all areas of the state and monitoring legislative developments at the federal level. A new law under WIOA has

been proposed, passed the House, and is now in the Senate. Key concerns include local designation, training requirements, and increasing the set-aside amount, which could reduce local funding. Cate also reported on the Annual Summer MAWB meeting in Duluth, which featured panels and presentations on various topics, including at-risk individuals, disabilities, job quality, AI, and engaging young leaders. Promising Practices were also shared, with the South Central WorkForce Council receiving a first-place award for their Boot Camp through the South Central Construction Trades Partnership. Heather Gleason invited the commissioners to attend the MAWB/GWDB joint meeting on December 12, 2024.

**VII. Incumbent Worker Training**

Heather Gleason summarized Mary Shumski's, DEED- Job Service, presentation about opportunities for businesses in the local area. Incumbent Worker Training (IWT) utilizes federal dollars to assist employers increase training within their companies, specifically manufacturing, healthcare, transportation, agriculture, and construction. Employers can request dollars for specific training(s). For example, training in specific equipment, technical skills, HR leadership, professional development, CPR and First Aid training. These training courses focus on building skills in the current workforce to obtain higher wages or higher positions to allow for movement and entry level positions. IWT has served 114 workers at 12 different employer businesses in the past year.

**VIII. Governance Documents**

**South Central Workforce Development Area Joint Powers Agreement**

Heather Gleason thanked everyone for their assistance in the approval and signing of the South Central Workforce Development Area Joint Powers Agreement. Heather anticipates receiving the remaining three agreements this week and will send out the signed agreement when complete.

**IX. Staff Updates**

**Sara Carrigan**

Sara shared that our Workforce Development Area (WDA) is part of the Office of Disability Employment Policy Equitable Transition Model Demonstration (ETM) Grant, a federal grant focused on best practices of serving youth with disabilities. More information will be provided when it becomes available. Onsite monitoring reports for Fairmont, Watonwan County, and Mankato are in progress and will be shared once completed. The Office of Justice Programs reviewed the Youth Intervention Program, and all was well. South Central Construction Trades Partnership plans to meet to discuss the continuation and expansion of Boot Camp. Construct Tomorrow will take place in Mankato on November 12th, with registration opening soon. The Partners In Career Exploration (PICE) internship program received four applicants and interviews will take place in the coming week.

**Sarah Longtin**

Sarah Longtin shared that labor market infographics in Somali were adopted from a regional partner. These infographics have statewide data, unlike the southwest/south central wage data on the English and Spanish versions. The Tour of Manufacturing will

take place on October 3 and 5. All are encouraged to participate if interested. Tour sites can be found on the South Central Tour of Manufacturing website. Sarah shared that she has presented Skills for Success sessions in High Step classrooms in Blue Earth, Madelia, and Waseca. Additionally, MVAC, the youth service provider, shared that sessions were scheduled in New Ulm and Waseca.

**Heather Gleason**

Heather Gleason reported that Itron secured special grants for Dislocated Worker (DW) services. ADA and EO assessments have been completed at CareerForce locations. Local monitoring is occurring in local offices. Eligibility, documentation, and quality of services are reviewed in preparation for state monitoring. State monitoring of Adult, Dislocated Worker, and Adult Career Pathway programs as well as fiscal reviews are occurring this fall. Heather reported that our local performance negotiations with state-level staff are scheduled for September. New monthly meetings are being held with DEED Adult and DW teams. Lastly, Heather mentioned that she was elected as an officer of MAWB, which will strengthen ties with the association and DEED and bring valuable insights to the group.

**X. Other Business**

Tour of Manufacturing: October 3 and 5, 2024

Construct Tomorrow: November 12, 2024

MAWB/GWDB Joint Meeting: December 12, 2024

Next Meeting: January 27, 2025

A motion to adjourn the meeting was made by Commissioner Borchert and seconded by Commissioner Bruender. The motion carried.

Meeting adjourned.