

Executive Committee

September 11, 2024

706 N. Victory Drive

Mankato, MN

Present: Deb Barnes, Val Bentsdahl and Brent Christopherson

Staff: Heather Gleason, Sara Carrigan, and Sarah Longtin

I. Regional/ Local Policies

The revised Regional and Local Policies: Provision of Training Services, Youth Support Services, Youth Stipends, and Youth Incentives, was shared and reviewed. These changes, guided by DEED and DOL, aim to remove barriers and simplify document collection for WIOA Youth, including adding need-based food support. The policies also added language that Right to Work documentation is required prior to the participant receiving training or support funds. The Southwest Private Industry Council board approved these regional policies. It was recommended to accept the revised policies.

II. Regional/Local Plan Updates

This summer, Sonji Davis, Workforce Policy Coordinator with the Governor's Workforce Development Board and Minnesota's Department of Employment and Economic Development (DEED) visited and provided feedback on the plans and processes. We are now anticipating a letter of approval.

III. MOU and IFA Update

The updates to the Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA) are ongoing, waiting guidance from federal entities and DEED. Previously, we collaborated with local partners, but now we must work with state level department leads. We have been meeting with local and state teams to collect information on costs. There have been discussions about reception and career lab services. Approval of the MOU and IFA expected before the next meeting.

IV. Program Year 2024 WorkForce Council Budget

Changes to the approved PY24 budget were addressed and reviewed. A \$30/month increase in rent has been noted due to building costs and maintenance. It was recommended to accept the revised budget.

V. MVAC Grant Recipient Update

In June, MVAC increased the cost for fiscal services. At that last meeting, it was recommended that we compare costs for these services. MVAC completed a time study detailing the fiscal services that are provided each month. Staff will use this information to reach out to comparable services. It was recommended to contact Clifton Allen and Eide

Bailly. Additional recommendations were welcomed. More information will be gathered and shared when available. After the annual budget is finalized, MVAC will review the accuracy of estimates. In addition, the MVAC staff that assists with quality assurance and data entry has given notice of leaving. For the data entry piece, there are no plans to hire new staff, but existing staff will be used to fill capacity. However, providing quality assurance without program history makes it challenging to guide incoming staff.

VI. DEED and MVAC Provider Update

The RFP process has been completed. MVAC and DEED have been secured as our service providers. We are monitoring progress. Heather reached out to other areas that contract work. The City of Minneapolis shared their performance evaluation tools used when they monitor their service providers. There was a discussion about modifying our RFP process to include performance evaluations, annual updates from providers and local service providers. This topic will be discussed further at the next meeting.

The meeting was adjourned.