



NORTHWEST PRIVATE INDUSTRY COUNCIL, INC. WORKFORCE DEVELOPMENT BOARD

9:00 a.m. - Thursday, May 5, 2016

**Room 735 – Thief River Falls WorkForce Center at
Northland College in Thief River Falls, MN**

Serving the Counties of: Kittson, Marshall, Norman, Pennington, Polk, Red Lake & Roseau

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| <ul style="list-style-type: none"> o Leo Olson, Chair o Robert Evans, Vice Chair o Mike Moore, Secretary o Sue Johnson, Treasurer o Ardell Larson o Sally Erickson o Tim Hagl | <ul style="list-style-type: none"> o Edie Ramstad o Randy Rakosnik o Kristy McFarlane o Christine Anderson o Catherine Johnson o Dave Rock o Amber Hawkins | <ul style="list-style-type: none"> o Kirsten Fuglseth o Bonny Stechmann o Randa Lundmark o Erik Shulind o Carey Castle o Mary Jo Larson (ex-Officio) |
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AGENDA

		<u>Action</u>	<u>Handout</u>
9:00 a.m.	I. Introduction of Members and Guests	Inform/None	
9:05 a.m.	II. Additions/Deletions to the Agenda Review Minutes of Previous Board Meeting	Motion	❖
9:10 a.m.	III. Financial Status Report		
	i. Funds Available Report	Motion	❖
	ii. Vendor List and Board Member Conflict Forms	Motion	❖
	iii. Bush Foundation Ecosystem Grant Application	Motion	❖
	iv. Insurance Policy Update	Motion	❖
9:30 a.m.	IV. Committee Reports		
	i. Executive Committee Report	Inform	
	ii. Appointment of Youth Committee Members	Motion	❖
9:40 a.m.	V. Adult, Dislocated Worker and Youth Program Update Program Narrative Report	Motion	❖
9:50 a.m.	VI. Local Elected Officials/Membership Update	Inform	
9:55 a.m.	VII. Regional and Local Plans (including Youth Plan)	Motion	❖
	i. Discussion of Public Comments	Motion	❖
	ii. Board Member Comments	Motion	❖
	iii. Timeline and Next Steps	Inform	
10:25 a.m.	VIII. Board Roundtable – Discussion of Local Issues	Inform	
11:00 a.m.	IX. Adjourn	Motion	

Reminder that all meeting materials are posted in an online dropbox at:
www.tinyurl.com/nwpic-wib

**NORTHWEST PRIVATE INDUSTRY COUNCIL
FULL WORKFORCE DEVELOPMENT BOARD MEETING**

March 3, 2016
Shooting Star Casino, Mahnommen, MN

Note that Robert Evans, Vice-Chairperson Called the meeting to order in Leo Olson's absence.

Introductions: - Edie Ramstad was introduced as a new Board member from Norman County..

Additions to the Agenda:

An item under topic IV. Was added – Executive Director Evaluation Report. No motion or second to approve the additional item.

Financial Status Report:

Kiki described the new format for the Funds Available Report, she noted that the grant period is for two years. She explained that the State wants 80% of the funds expended/obligated during the first four quarters of the grant cycle. She added that the grants overlap and have different start dates, for example the Youth programs start in April. Kiki added that more detail will be forthcoming as the new format evolves.

After further discussion Sally Erickson made a motion to accept the Report as submitted. Sue Johnson seconded the motion, which carried.

Committee Reports:

i). By-Law Changes: Kiki reported that the Committee had met major changes relate to Labor Union representation and in particular Mary Jo Larson 's position. Larson represents Social Services and now under Minnesota law that is no longer required. As a result, Mary Jo has agreed to serve in an Ex. Officio capacity.

Catherine Johnson made a motion to approve the By-Laws Changes as presented. Kristen Fuglseth seconded the motion, which carried.

Executive Committee Minutes: Informational

Executive Director's Evaluation: Bob Evans reported that the Evaluations were submitted overall he called her work “commendable.” He added that later today he was meeting with Kiki to expound on the results. Other Committee members also noted the very positive work that Kiki has accomplished during her short tenure as Executive Director.

Sue Johnson made a motion to approve the Evaluation. Mike Moore seconded the motion, which carried unanimously.

Adult Dislocated Worker and Youth Program Update:

Kiki explained the new format and noted how the Northwest PIC compare to the balance of the State. After further discussion Christine Anderson made a motion to accept the Report as presented. Dave Rock seconded the motion, which carried.

Local Elected Officials/Membership Update:

Kiki reported that she met with the Executive Committee of the Northwest Regional Development Commission in February and reported on the previous year and upcoming highlights for the coming year.

Regional Planning:

Kiki introduced Dan Wenner and Vicki Leaderbrand from Rural Minnesota CEP, Dan briefly noted that CEP works in 19 counties and together with the NW PIC a total of 26 counties will be involved in developing the “Northwest Regional Workforce Development Plan.” Mr. Wenner noted that the first meeting was held on February 10th and he was excited about continuing the development of the Plan and developing greater cooperation between the two Workforce Investment Boards.

The Memorandum of Understanding was noted and discuss. No action was taken.

Adjourn:

Catherine Johnson made a motion to adjourn. Dave Rock seconded the motion, which carried.

Respectfully Submitted:

Michael D. Moore