
Rural Minnesota CEP, Inc.
WORKFORCE DEVELOPMENT BOARD MEETING
803 Roosevelt Avenue, Detroit Lakes, MN
April 22, 2025

Members present: Carol Anderson, Jerry Arneson, Jeff Bjornson, Terry Blake, Amanda Hanson, Troy Haugen, Nick Heisserer, Amy Johnson, Darrell Lende, Julie Sachs, Tammy Schatz, Leigh Shebeck, and Sandy Voigt

Members excused: Ed Bolas and Kathy Cottew

Members unexcused: Duane Johanning

Staff present: Heather Bergseid, Arlyce Cucich, Tina Jaster, Chrys Kirschbaum, and David Smith

Guests: Curtis Anderson, Beltrami Workforce Impact

MINUTES

Business Committee Meeting – David Smith/Arlyce Cucich

Mr. Smith and Ms. Cucich reviewed reports for the month ending March 2025. This included the Program Progress, MFIP/DWP County Performance Standards, WIOA Performance Standards, SNAP, Ticket to Work, and Social Security Advocacy Services reports.

Program Progress

Mr. Smith reviewed all current programs. Overall, there are no concerns. The Senior American program was discussed.

MFIP/DWP County Performance Standards

- MFIP:
 - Entered Employment Rate: 10 counties are exceeding and 2 are meeting.
 - Successful Placements: 10 counties are exceeding and 1 is meeting.
 - Wage at Placement: 14 counties are exceeding.
- DWP: Enrollments are at 171.

WIOA Performance Standards

Adult:

- Employment Q2: 92.59% of goal
- Median Earnings: 121.53% of goal
- Employment Q4: 98.88% of goal
- Credential: 85.41% of goal
- Measurable Skill Gain: 42.02% of goal

Dislocated Worker:

- Employment Q2: 105.05% of goal
- Median Earnings: 110.66% of goal
- Employment Q4: 99.11% of goal
- Credential: 100.28% of goal
- Measurable Skill Gain: 60.75% of goal

Youth:

- Employment Q2: 110.26% of goal
- Median Earnings: 123.39% of goal
- Employment Q4: 117.44% of goal
- Credential: 117.70% of goal
- Measurable Skill Gain: 68.75% of goal

SNAP Slots

- Region IV is at 3 of 41 slots enrolled.
- Region V is at 2 of 29 slots enrolled.

Ticket to Work

There are currently 17 active enrollments with 67 cumulative enrollments.

- Revenue to date (DEED and ADEN): \$411,906.92
- Remaining Ticket to Work funds: \$151,203.27
- Revenue from 2014-2018 (DEED): \$104,574.67
- Revenue 2018 to present (ADEN): \$307,332.25
- 2025 Revenue to date: \$11,293.50
- March 2025 Revenue: 5,395.50

Staff will again participate in an upcoming ADEN outreach campaign.

Social Security Advocacy Services

Social Security Disability Applications – 03/31/2025

| | |
|---|-------------|
| Claims submitted | 18 |
| Claims approved at initial application | 7 |
| Claims approved on reconsideration | 1 |
| Claims referred to other agencies for ALJ hearing | 5 |
| Claims Still pending decisions | 1 |
| Total income received | \$15,769.89 |

Call to Order – Carol Anderson, Chair

Ms. Anderson called the meeting to order at 10:00 a.m.

Agenda Modifications: None

March 25, 2025, Minutes – Ms. Anderson

Moved by Terry Blake and seconded by Jerry Arneson to approve the minutes from March 25, 2025, meeting as presented. Motion carried.

MFIP Wage at Placement Recommendation – Ms. Cucich

Ms. Cucich presented a recommendation to raise the MFIP Wage at Placement goals from \$11.13 to \$14.28 per hour to meet, and from \$13.78 to \$16.39 per hour to exceed. Data prepared by Char Hirte, RMCEP Operations Specialist/Ticket to Work Coordinator, was shared to support the recommendation. Discussion ensued.

Moved by Terry Blake and seconded by Julie Sachs to approve raising the MFIP Wage at Placement as presented and approved by the Workforce Development Board. Motion carried.

Grants – Tina Jaster

Youth Supportive Services Competitive Grant

Planned Participants: 50

Budget: \$90,000

Operating Period: 07-01-25 through 06-30-27

Funding Source: DEED Office of Youth Development

Moved by Troy Haugen and seconded by Leigh Shebeck to approve the Youth Supportive Services Competitive Grant. Motion carried.

Douglas County Next Gen 3-T Grant

Planned Participants: 67 over three years
23 annually

Budget: Pay for Service - \$11,088-\$47,703

Operating Period: 09-01-25 through 08-31-28

Funding Source: Next Gen Service Collaborative:
- Dept. of Children, Youth, Families (DCYF)
- DEED
- Dept. of Labor and Industry (DLI)

Moved by Terry Blake and seconded by Troy Haugen to approve the Douglas County Next Gen 3-T Grant. Motion carried.

The Shade Store/Anderson Fabrics Mass Layoff

Due to a higher demand for services than planned, the original Grant Summary has been amended and is shown in bold below.

Planned Participants: ~~70~~ **AMENDED TO 75**

Budget: \$10,000 Start Up (ERAG)
~~\$290,000~~ Mod. 1 **AMENDED TO \$340,000**
~~\$300,000~~ Total Grant **AMENDED TO \$350,000**

Operating Period: 03-26-25 through 12-31-26

Funding Source: DEED

Moved by Jerry Arneson and seconded by Darrell Lende to approve The Shade Store/Anderson Fabrics Mass Layoff Grant as amended. Motion carried.

Vocational Rehabilitation Services Update – Jeff Bjornson

Vocational Rehabilitation Services (VRS) Wait List

On April 7, VRS implemented a wait list for services; a four-level Priority for Services list was reviewed. The change is due to a lack of funding to provide services to all applicants. Mr. Bjornson urged partners to continue with referrals.

VRS Staffing Changes in April 2025

- 41 staff were laid off statewide.
 - 29 staff retired early.
 - Down a total of 70 staff statewide.
 - Approximately 350 staff remain.
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Monitoring Reports – Ms. Cucich

On March 13, 2025, the PY24 WIOA Adult, WIOA Dislocated Worker, and State Dislocated Worker programs were monitored. Overall, the Agency did well and there were no Findings or Corrective Actions identified.

ICE Visit Response Overview – Ms. Jaster

The Agency has implemented directives for staff on how to respond to the Department of Homeland Security (ICE) should a visit occur. An Overview of Response Options was shared. Discussion ensued and questions were answered as they arose.

NAWB Forum Overview – Ms. Jaster/Ms. Anderson/Mr. Smith

Carol Anderson, David Smith (Program Administration Manager), and Tina Jaster attended the National Association of Workforce Boards (NAWB) Forum in Washington, D.C. The Forum ran from March 29 – April 1, 2025, and was found to be very informative. Meetings with Minnesota Legislators were also attended. Highlights of the event were shared, and good discussions ensued. Next year's Forum will be held in Las Vegas; it is not yet decided if the Agency will attend.

Director's Report – Ms. Jaster

Ms. Jaster provided an update on Recent Accomplishments and Current Activities, Staffing Changes, and Agency Outreach Efforts.

Ms. Jaster invited the Workforce Development Board members to attend a meet-and-greet with Ama Akakpo, DEED Director of Employment and Training. Ms. Akakpo is scheduled to visit the RMCEP Administration office on May 29, 2025, at 2:00 p.m.

Additional information shared: DEED February 2025 Employment Analysis newsletter and the DEED LAUS Map.

Regional Planning/Career Advising – Chrys Kirschbaum

Career Advising

- An overview of the March 26 Battle Lake Job Fair was given.
- Career Advising contracts for the 2025-2026 school year have been sent.

Regional Planning

- Full Regional Workforce Alliance (RW) meeting was held on April 17. The guest speaker was Keith Olander of AgCentric. Mr. Olander's presentation will be shared with the Workforce Development Board members.

Member Updates – Roundtable Contribution

Julie Sachs

- A brief update on the Governor's Return to the Office Mandate was given. The mandate will require State employees working remotely to return to an office 50% of the time.

Jerry Arneson

- Renewals are close to complete.
- Planting season has begun in the area.

Carol Anderson

- Ms. Anderson has been named the 2025 Small Business Association (SBA) Minnesota Women in Business Champion of the Year.

Celebrate Wins – Ms. Jaster

Success Stories and Job Fair Flyers were shared in the packet.

Adjourn – Ms. Anderson

Ms. Anderson adjourned the meeting at 12:07 p.m.

Respectfully submitted,



**Terry Blake, Secretary
Workforce Development Board**