



Council Agenda Item 26-0001R

MEETING DATE: January 12, 2026

SUBJECT/TITLE: 26-0001R; A RESOLUTION AUTHORIZING THE PROPER CITY OFFICIALS TO ENTER INTO A JOINT POWERS AGREEMENT WITH AND ACCEPT A TOTAL AMOUNT NOT TO EXCEED \$35,568 FROM THE STATE OF MINNESOTA, ACTING THROUGH ITS DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT, TO PROVIDE WEEKLY REQUIRED RECEPTION AND CAREERLAB DUTIES FOR VOCATIONAL REHABILITATION SERVICES FOR THE PERIOD OF OCTOBER 1, 2025 – JULY 31, 2028.

SUBMITTED BY: Mallory Dalquist, Duluth Workforce Development, Information Technician

RECOMMENDATION: Approve

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: N/A

PREVIOUS COUNCIL ACTION:

Duluth Workforce Development has provided weekly required reception and Career Lab coverage for the State of Minnesota's Vocational Rehabilitation Services (VRS) at CareerForce in Duluth for years, in exchange for compensation to cover staff wages. The most recent agreement is detailed below:

December 9, 2024 – City Council adopted a resolution entering into a joint powers agreement with and accepting a total amount not to exceed \$33,571.20 from the State of Minnesota, acting through its Department of Employment and Economic Development, to provide weekly required reception and Career Lab duties for Vocational Rehabilitation Services for the period of January 1, 2025 - September 30, 2025.

BACKGROUND:

As outlined in a negotiated Memorandum of Understanding and Infrastructure Funding Agreement, recently updated and signed by all partners in November of 2025, each of the entities co-located at CareerForce in Duluth is required to help staff the reception desk and Career Lab. Vocational Rehabilitation Services chooses to contract with Duluth Workforce Development (DWD) to cover their share of required reception and Career Lab hours, in exchange for compensation to cover DWD staff wages. This helps support DWD staff costs, and ensures consistency in delivery of services through the reception desk and Career Lab. A similar agreement is maintained with other entities co-located within the workforce center building.

BUDGET/FISCAL IMPACT: Execution of this Joint Powers Agreement will result in the collection of not more than \$35,568 for the provision of weekly required reception and Career Lab duties for October 1, 2025 through July 31, 2028.



OPTIONS: Authorize the Joint Powers Agreement and continue to provide reception and Career Lab coverage for VRS for the agreed upon rate or forego authorization and decline to provide these services from October 1, 2025 through July 31, 2028.

NECESSARY ACTION: Authorize the Joint Powers Agreement

ATTACHMENTS: VRS Shared Reception and CareerLab JPA 10.01.25 - 07.31.28