



## AGENDA

June 14, 2024

9:40 am–10:40 am

### HYBRID (In-person attendance encouraged)

To join virtually, a Microsoft Teams meeting invitation was emailed to you on May 31, 2024. (If viewing this agenda online, click on the link on page 2.)

Unable to locate the invite? Please email [vhosch@cmjts.org](mailto:vhosch@cmjts.org).

### The Board's Basic Responsibilities

- Determine the WDB's mission and purpose.
- Support the CEO.
- Provide proper financial oversight.
- Ensure adequate resources.
- Ensure legal and ethical integrity and maintain accountability.
- Ensure effective organizational planning.
- Recruit and orient new board members.
- Assess board performance.
- Enhance the WDB's public standing.
- Monitor and strengthen CareerForce systems, programs, and services.

### MEMBERS

- |  |   |
|--|---|
| <input type="checkbox"/> Commissioner Lisa Fobbe, Co-Chair | <input type="checkbox"/> Brian O'Donnell (rotation) |
| <input type="checkbox"/> Bob Voss, Co-Chair                | <input type="checkbox"/> Brent Thompson             |
| <input type="checkbox"/> Paul Bukovich                     | <input type="checkbox"/> Tim Truebenbach            |
| <input type="checkbox"/> Craig Johnson                     | <input type="checkbox"/> Lisa Zwart                 |

### STAFF

- |   |  |
|---|--|
| <input type="checkbox"/> Leslie Wojtowicz (CMJTS) | <input type="checkbox"/> Bridget Paulson (CMJTS)         |
| <input type="checkbox"/> Lori Kampa (CMJTS)       | <input type="checkbox"/> Dina Wuornos (CMJTS – rotation) |

### 1. Welcome/Introductions

- a. Introduction of Brent Thompson

### 2. Consent Agenda

*(A single motion and vote are taken on all items listed under the consent agenda.*

*Items may be added or deleted at the request of committee chairs, staff, or partners.)*

- a. Agenda\*
- b. Previous Committee Meeting Minutes\*

### 3. Old Business

- a. The Future of Artificial Intelligence Event Debrief
- b. CMJTS 40<sup>th</sup> Anniversary
  - Guest list
  - WDB donation of \$40 for 40 years
  - Sponsorships
- c. Board Membership Recruitment\*
  - Representative from Otto Bremer Bank for open board seat
- d. Legislative Visits
- e. Succession Planning for Employers or Employees
  - This agenda item will stay on the CGR agenda until further discussion with the Workforce Development Committee

### 4. New Business

**Note:** If you are unable to attend this meeting, please contact Victoria Hosch at [vhosch@cmjts.org](mailto:vhosch@cmjts.org) or 612-750-3559 (cell).

Upon request, this material can be made available in alternate formats.

Auxiliary aids and services are available upon request to individuals with disabilities by contacting the front desk at 800-284-7425.

**5. Items for Next Meeting Agenda**

**6. Future Agenda Items**

**7. Adjournment**

\*Attachment

**NEXT MEETING SCHEDULE**

**July 12, 2024 – ALL MEETINGS ON THIS DATE ARE VIRTUAL ONLY**

8:15 am – 8:50 am	JPB/WDB Chairs and CMJTS Exec. Director Pre-Meeting
9:00 am – 9:30 am	LMI Presentation
9:40 am – 10:50 am	Youth Committee
9:40 am – 10:50 am	Workforce Development Committee
9:40 am – 10:50 am	Community & Government Relations Committee
11:00 am – 12:15 pm	Workforce Development Board
12:30 pm – 1:00 pm	Executive-Operations Committee

**An up-to-date meeting schedule is available on CMJTS' website at:**

[www.cmjts.org](http://www.cmjts.org) > About > 2024 Board Meeting Schedule

**How to join the CGR Committee meeting virtually via Microsoft Teams**

If you already have the Teams app, select [Click here to join the meeting](#) here if viewing this agenda electronically or in your meeting invite and the meeting will open there automatically. (If you accepted the meeting invite, the link should also be in your calendar.)

Meeting ID: 217 861 185 257

Passcode: jKeTUS

If you don't have the desktop version of Teams, you can use the Teams Web App to join a Teams meeting from a Windows or Mac computer with a supported browser installed. You don't have to download anything, just follow these steps:

1. Go to **Outlook > Calendar**, open the Teams meeting request, and select **Join Microsoft Teams Meeting**.
2. Enter your name and select **Join the meeting**. (Or choose **Open in Browser** if it appears.)

**Or call in (audio only)**

[+1 612-470-3012](tel:+16124703012), [820548843#](tel:+1820548843) United States, Minneapolis

Phone Conference ID: 820 548 843#

**COMMUNITY & GOVERNMENT RELATIONS (CGR) COMMITTEE**  
**MINUTES**  
May 10, 2024  
Hybrid Meeting

**MEMBERS PRESENT:** Bob Voss (co-chair), Commissioner Lisa Fobbe (co-chair), Tim Truebenbach, Craig Johnson, Lisa Zwart, Paul Bukovich

**MEMBERS ABSENT:** Brian O'Donnell

**STAFF PRESENT:** Leslie Wojtowicz, Bridget Paulson, Lori Kampa

The meeting was called to order at 9:45 am.

**CONSENT AGENDA**

Motion: Fobbe moved to approve the consent agenda. Seconded by: Zwart. Motion carried.

**OLD BUSINESS**

***The Future of Artificial Intelligence***

- The virtual event will be May 17, 2024, from 9:00-11:00 am.
- Johnson is the facilitator.
- Invitations were sent out and current enrollment is 118.
- An evaluation will be sent following the event.

***CMJTS 40<sup>th</sup> Anniversary Celebration***

- Wojtowicz updated the committee on the event. It will be an Open House.
- Date: October 19, 2024, 6:00-8:00 pm
- A larger event will be scheduled at a later time.
- Each board member will be asked to invite 3-5 people to attend with them. It will be open to the public. Invitations will go to past board members, past employees, past and current businesses that have received assistance from CMJTS, and past and current participants, family and friends.
- Fobbe will remind the WDB about a donation of \$40 for 40 years.

***Board Membership Recruitment***

- The committee reviewed the WDB Membership Representation chart, which was provided in the May packet.
  - This chart will be used as an annual working document to recruit board members in certain areas and sectors as needed. The CGR committee should review it when updating the Committee Goals and Action Plan each year.
- Wojtowicz said CMJTS is applying for more specific grants now. One is the Otto Bremer grant. She is recommending that the board consider filling an open spot on the board with someone from the Princeton branch of Otto Bremer.
- Fobbe will discuss WDB membership recruitment with Commissioner Dan Whitcomb for Mille Lacs County and Commissioner Terry Lovgren for Pine County.

**NEW BUSINESS**

***Succession Planning for Employers or Employees***

- This item will stay on the CGR agenda until further discussion with the Workforce Development Committee.
- The U of M Extension Service has some succession planning tools available.

***Legislative Event***

- The committee discussed the best way to present to legislators (newsletter, video, roadshow).
- They would like to work on a roadshow in partnership with MAWB with some kind of handout.
- Wojtowicz will contact MAWB for direction.
- Fobbe will work with contacts at the capitol.

### **UPCOMING EVENTS**

- The Future of Artificial Intelligence virtual event
- CMJTS 40<sup>th</sup> Anniversary Celebration
- Legislative Event

### **NEXT AGENDA ITEMS**

- The Future of Artificial Intelligence Debrief
- CMJTS 40<sup>th</sup> Anniversary Celebration: Guest list and WDB donation of \$40 for 40 years
- Board Membership Recruitment: Representative from Otto Bremer bank for open board seat
- Succession Planning for Employers or Employees (This item will stay on the CGR agenda until further discussion with the Workforce Development Committee)
- Legislative Event: Date, Partnerships, Handout

### **ITEMS FOR FUTURE MEETING AGENDAS**

### **ADJOURN**

The meeting was adjourned at 10:45 am.

**WIOA Central MN Workforce Development Board Membership Representation**

21 Voting Members		Note: (1) member at-large = 11 members			Educational Agency		20% Rule							
							Organized Labor							
							Sector	Business			Apprenticeship	Union Shop	Union Employees (PA)	CBO
	6E (3)	7W (4)	7E (4)	ABE (1)	Other Ed. (1)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	(1*)	
<b>Region 6E</b>														
Melissa Ball-Warriner													X	
Brian O'Donnell	P	X												
Craig Johnson					X (.5)		X (.5)							
Rebecca Nelson	M	X												
Kimberly Hanson Lint	N	X												
Paul Bukovich (DHS)							(X)	X						
<b>Region 7W</b>														
Derrick Atkins	C		X				X	X						
Lisa Fobbe														X
Jeanne Holland														X
Lori Vrolson	H								X					
Joy Beise (VRS)										X				
Tim Truebenbach					X (.5)		X (.5)							
Rob Stark	P		X											
Sherry Smith (ABE)					X									
Lisa Zwart	M		X											
Alex Kangas	N		X											
Bus Rep - Sherburne			X											
Dina Wuornos														EX
<b>Region 7E</b>														
Craig Beaulieu	P			X										
Terry Lovgren				X										X
Bus Rep - Mille Lacs County				X										
Brent Thompson	M			X										
Mark Netzinger	H			X										
Robert Voss										X				

Sectors: M - Manufacturing

H - Health Care

C - Construction

N - Natural Resources (Ag, Energy)

P - Professional Business Services (IT)

KEY: EX - Ex-Officio

\*3 LEOs = 1 vote