



## AGENDA

January 10, 2025

9:40 am–10:50 am

**In-person attendance at CMJTS' Monticello office in conference room 150.**

Please go to the board meeting page for all meeting materials and links to join meetings virtually:

<https://www.cmjts.org/cmjts-joint-powers-board-workforce-development-board-and-committee-meetings>

### MEMBERS:

- |   |   |
|---|---|
| <input type="checkbox"/> Bob Voss, Co-Chair | <input type="checkbox"/> Brian O-Donnell    |
| <input type="checkbox"/> Dr. Craig Johnson  | <input type="checkbox"/> Dr. Brent Thompson |
| <input type="checkbox"/> Paul Bukovich      | <input type="checkbox"/> Tim Truebenbach    |
| <input type="checkbox"/> Lisa Zwart         | <input type="checkbox"/>                    |

### STAFF:

- |   |   |
|---|---|
| <input type="checkbox"/> Christina Pflueger (CMJTS) | <input type="checkbox"/> CMJTS Business Services (rotation) |
| <input type="checkbox"/> Lori Kampa (CMJTS)         | <input type="checkbox"/> Dina Wuornos (CMJTS - rotation)    |

#### 1. Call to order

#### 2. Approval of the 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. Meeting Agenda\*
- b. Previous Committee Meeting Minutes\*

#### 3. Old Business

- a. Board Membership Recruitment
  - i. Need Mille Lacs County professional representation on the WDB
  - ii. Old National Bank – Zwart
  - iii. First National Bank – Voss
  - iv. Princeton Chamber Director – Perrotti will see if she has ideas for Mille Lacs County
- b. Legislative Visit
  - i. WIOA reauthorization update - Wuornos
- c. Mental Health Awareness Virtual Event
  - i. Spring or fall?

#### 4. New Business

- a. Bylaws revisions
  - i. Wuornos would like 3 people to review the Bylaws revisions

Note: If you are unable to attend this meeting, please contact Lori Kampa at [lkampa@cmjts.org](mailto:lkampa@cmjts.org) or 763-496-5436

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 800-284-7425 or [info@cmjts.org](mailto:info@cmjts.org)

- b. Board Appointments and Committee Officer Elections
- c. Replacement for Fobbe
- 5. Business Service Coordinator Report**
- 6. Future Agenda Items**
- 7. Adjournment**

**\*Attachments**

**NEXT MEETING SCHEDULE**

No meeting in February

March 14, 2025

8:30 am	–	9:30 am	Operations Committee
9:40 am	–	10:50 am	Workforce Development Committee
9:40 am	–	10:50 am	Community & Government Relations Committee
9:40 am	–	10:50 am	Youth Committee
11:00 am	–	12:15 pm	Workforce Development Board

All Meeting information, Meeting links, and attachment information can be found:

**CMJTS Joint Powers Board, Workforce Development Board, and Committee Meetings Page:**

<https://www.cmjts.org/cmjts-joint-powers-board-workforce-development-board-and-committee-meetings/>

**COMMUNITY & GOVERNMENT RELATIONS (CGR) COMMITTEE  
MINUTES**

December 13, 2024

Hybrid Meeting

**MEMBERS PRESENT:** Bob Voss (co-chair), Commissioner Lisa Fobbe (co-chair), Lisa Zwart, Brian O'Donnell, Craig Johnson

**MEMBERS ABSENT:** Brent Thompson, Tim Truebenbach, Paul Bukovich

**STAFF PRESENT:** Dina Wuornos, Christina Pflueger, Rebecca Perrotti, Lori Kampa

The meeting was called to order at 9:43 am.

**WELCOME/INTRODUCTION**

**CONSENT AGENDA**

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

**OLD BUSINESS**

***Board Membership Recruitment***

- Fobbe shared that Bremer Bank has been sold. Wuornos explained why we would like to have someone from the banking industry on the WDB. Perrotti will talk to Kim, Princeton chamber director, for possible ideas for Mille Lacs county. If someone from the banking industry is not available, another professional career such as attorney, could fill that opening. Zwart will talk to Old National Bank in Buffalo and Voss will talk to Rachelle Nelson from First National.

***Legislative Event***

- MAWB does not have a designated date to go to the state capitol.
- Wuornos shared a more pressing issue taking place at the federal level, which is WIOA reauthorization. She requested everyone to reach out to Senator Smith and Klobuchar with concerns regarding the current bill. Wuornos has an email template available for anyone needing it.

**NEW BUSINESS**

***Mental Health awareness event***

- No update on this but Pflueger will talk to Wuornos about the best time to have an event (spring or fall) and what to focus on.

***Bylaws Revisions***

- Wuornos discussed the need for a committee (three) to review bylaw revisions. Representation could be from CGR or a combination from WD committee and CGR. Voss volunteered.

**NEXT AGENDA ITEMS**

- Board Membership Recruitment
- Board Appointments and Committee Officer Elections
- Legislative Event: Date, Partnerships, Handout
- Mental Health event

**ITEMS FOR FUTURE MEETING AGENDAS**

**ADJOURN**

The meeting was adjourned at 10:41 am.

**FOUNDATIONAL**

**Central Minnesota Workforce Development Board  
PY2024–2025 Community & Government Relations Committee**

**Guiding Principle**

To strengthen central Minnesota communities by facilitating communication between stakeholders.

**Mission**

To develop and foster community and government relations while promoting the Workforce Development Board’s interests and policies.

**Strategic Direction**

Convene community, business leaders, and educators to address relevant issues through collaboration and synergies to foster workforce excellence.

**Targeted Stakeholders**

Legislators and Educators

Economic Developers and Chambers

Business and Community at Large

**OPERATIONAL**

**PRINCIPLES**

**SKILLED WORKFORCE**

Basic Skills

Work-Readiness Skills

Occupational/  
Credential Skills

**INDUSTRY-DRIVEN STRATEGIES**

Current Labor Market Information

Drivers of Regional Economy

Connections to Industry

**STRATEGIC PARTNERSHIPS**

Business

Community

Education

Economic Development

Workforce Development

**CONTINUOUS IMPROVEMENT**

Measurable Outcomes

Evaluation

Improvement Strategies

**FOCUS**

**Resources**

- Raise public awareness of the CareerForce system, focusing on the Central Minnesota Local Workforce Development Area 5 (LWDA5) stakeholders.
- Advocate for the labor market needs of employers in LWDA 5.
- Provide LWDA 5 stakeholders with qualitative market analysis (e.g., labor market information available from DEED) to facilitate informed decision making.
- Promote Central Minnesota Jobs and Training Services, Inc. (CMJTS) using electronic resources, including, but not limited to, appropriate social media (e.g., Facebook, LinkedIn, YouTube)
- Monitor industry needs to align with available resources.

**Industry and Workforce**

- Offer honest dialog on current and future worker skill needs for LWDA 5 businesses.
- Support CareerForce programs and provide evaluations as appropriate.
- Connect with CareerForce resources.
- Leverage, support, and educate about the availability of diverse labor pools, including workers with disabilities, immigrants, older workers, offenders, etc. Reduce disparities and raise awareness of diversity, inclusion, value, and equity in the workplace.
- Provide incumbent worker training to meet changing workplace skill needs and retain current workforce.

**Influencers**

- Develop, distribute, and/or present information on current WDB-designated targeted career pathway industries in LWDA 5 using the following networks:
  - Central Minnesota Workforce Development Board (WDB)
  - Chambers of Commerce
  - Civic organizations
  - Community-based organizations
  - Economic development authorities/commissions
  - Educators
  - Friends and family members
  - Job fairs/business expos
  - Policy
  - Federal, state, and local elected officials
  - Federal, state, and local workforce development agencies
  - Regional industry alliances/associations
  - CareerForce system

**Board Drivers – Sectors**

- Work with the Region 3 Leadership & Planning Board (R3LPB) on manufacturing and healthcare sector shortages.
- Continue review of sector strategies in:
  - Construction (transportation)
  - Natural Resources and energy (agriculture)
  - Professional and business services (information technology)

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

21 Voting Members	Sector	Business			Educational Agency		20% Rule Organized Labor				Econ Dev	Rehab. Agency	Public Employ.	LEO (1*)
		6E (3)	7W (4)	7E (4)	ABE (1)	Other Ed. (1)	Apprenticeship (1)	Union Shop (1)	Union Employees (PA) (1)	CBO (1)				
		Note: (1) member at-large = 11 members												
<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