



## **MAWB Operations Committee**

Thursday, January 23, 2025

9:00 AM-2:00 PM

AMC - Boardroom or Virtual

*Mission: It is the mission of the Minnesota Association of Workforce Boards to provide Minnesota with a skilled and competitive workforce through engaged and proactive local elected officials, workforce development boards, and staff.*

### **Agenda**

- 9:00 – 9:05 AM**      **Call to order, approval of minutes and agenda**
- 9:05 – 9:35 AM**      **Ama Akakpo, Division Director of Employment & Training Programs –  
Department of Employment & Economic Development**
- 9:35 – 10:05 AM**      **Jeanna Fortney, Director of CareerForce MN – Department of Employment &  
Economic Development**
- 10:05 – 10:50 AM**      **Priorities**
- Legislative updates, questions for discussion, and next steps (Cate)
  - Marketing updates, questions for discussion, and next steps (Cate and Committee Members)
  - Leadership development/technical assistance updates, questions for discussion, and next steps (Elena)
- 10:50 – 11:05 AM**      **Committee reports**
- Highlights of recent committee work, and how it ties into priorities identified at retreat
  - Action items/items for discussion
  - Request/homework: Each committee defines its goal/purpose, and who is the intended audience – send to Cate/Bob to summarize and send out to the group
- 11:05 – 11:15 PM**      **Executive Director Report**
- 11:15 AM – 12:00 PM**      **Successes/challenges/questions (formerly Hot Topics)**
- How to capture a positive exit in CLIMB (Elena)
  - Changes to CareerForce Code of Conduct (Tammy)
    - Suggestions to add: ● We encourage a scent-free practice, and we ask you refrain from wearing scented products (like perfume) and if the odor is distracting and/or disturbing others, then we may be asked to leave. ● Use headphones and your inside voice to respect others' privacy. When using your phone to talk or listen, be aware that others may be hearing you. Remember to be mindful of language, keep volume low and calls brief. ● Only service animals are allowed in CareerForce.
  - ETPL Approval Process & Questions (Erik)

- NYEC Annual Forum Presentations/Site Visits (Deb/Jinny)
- YIPA Membership Fee (Cate/Bob)
- NAWB Attendees & Form (Bob/Cate)

**12:00 – 1:00 PM**

**Lunch**

**1:00 – 1:15 PM**

**Shannon Rolf, Compliance Manager, Employment & Training Programs –  
Department of Employment & Economic Development**

**1:15 – 1:30 PM**

**Equity Lens**

- How did local areas build DEI into their Regional Planning Funds plans?

**1:30 – 2:00 PM**

**Katie McClelland, Director – Governor’s Workforce Development Board**

**2:00 PM**

**Conclude**

**Next Meeting: Thursday, February 20th, at AMC & via Zoom**