



APWA-MN Education & Training Committee

Meeting Minutes

February 3, 2021

11:00 a.m.

Microsoft Teams Virtual Meeting

1. Welcome

2. **Committee Attendees:** Monica Heil, Tim Plath, Dale Reed, Mindy Carlson, Dan Fick, Dave Hutton, Zach Johnson, Chris McKenzie, David Hutton, Sue Polka, Jeff Radick, Jeanine Reardon, Kevin Schlangen, Rick Shomion, Steve Love, Anna Breland, Deb Williams, Lauren Letsche, Rena Weis, Mary Hurliman, Andrew Brotzler

3. Review/consider approval of September 16, 2020 Meeting Minutes

MOTION: Motion made by Rick Shomion, seconded by Sue Polka, approving the minutes of the September 16, 2020 Education & Training Committee meeting. Motion carried.

4. Updates (if applicable)

a) UUCIS (Anna, Dave and Chris)

- UUCIS is 8 monthly sessions Oct-May. There are 3 sites - Bloomington Public Works (\$495 registration fee) – in person & Ames, IA & Cedar Rapids, IA (\$300 registration fee) - remote sessions. There is a 25 limit for each location.
- Registrations open in June.
- Good participation 2020-2021 virtually around 40 students.
- Being virtual has allowed the program to expand to students out of state.
- 2021-2022 school will hopefully make the decision for in person learning.
- Meeting with consultants in late February early March to figure out the logistics.

b) Public Works Certificate Program (Tim and Dave)

- Spring Courses
 - The certificate program is taught at the U of M St. Paul campus – five noncredit courses \$680 per course - \$3,400 for all five courses – free parking.
- Instructor Search
 - We have two instructor's vacancy to fill Brian and Eric's positions.
 - Letters of interest should be submitted by Feb 15.
 - Some members from the committee will perform interviews and will come back to the committee at the March 3rd meeting with recommendations for replacement instructors.

c) Leadership Academy (Tim and Dale)

- Leadership Academy
 - The leadership academy is held at Hamline University. 90 total hours training sessions – 7-monthly sessions held over an 8-month period Sept-May. Sessions are 8:00am-3:30pm and the registration fee is \$3,100.
 - The academy is for Public Work supervisors and managers to improve skills in communication, conflict resolution and management.
 - Attendance has been strong for this academy.

d) Midwest Regional Water Utility Management Institute

- Midwest Regional Water Utility Management Institute
 - The program is structured to build strong supervisory and management skills. It is geared towards individuals who are moving into a supervisory position for the first time and for more experienced managers who want to sharpen their skills to help in their present positions.
 - Hosted by Hamline School of Business this year it is offered on February 23-25, 2021 – cost \$615.
 - This course is full and no longer enrolling any more students – next time it will be offered in 2022.

e) Fall Expo (Rick and Tim)

- Fall Expo
 - This is a 2-day event primarily addresses fall and winter transportation maintenance issues. Vendors and speakers present a variety of new equipment and information through an extension of indoor and outdoor display areas. The annual snowplow “Rodeo” allows individuals and pairs to competitors to compete on a closed course.
 - Meeting coming up in March to discuss the logistics.

f) Roadway Maintenance and Demo Day (Mindy and Rick)

- Roadway Maintenance and Demo Day
 - Cancelled in 2020
 - 2021 virtual – 4 topics 4 different days – May

g) LTAP/Updates and Opportunities (Mindy)

- LTAP Updates and Opportunities
 - There are a lot of virtual workshops available on the LTAP website.
 - All workshops will be virtual until further notice.
 - Heads-up from Tim – there will be a survey going out from the APWA to all members of the committee in the next few weeks. Please complete and give feedback regarding training courses – what we have that works what other courses should we have that are not currently provided, etc.

5. New Business

a) 2021 Scholarships (Tim and Dan)

- 2021 Scholarships
 - Decreased budget this year.
 - Dewey Kasma family donation scholarship \$2,500
 - Chapter budget provides an additional \$2,500



- Discussion at September 2020 meeting – One (1) \$3,000 (Dewey Kasma Family APWA MN Scholarship – to University) and one (1) \$2,000 scholarship APWA MN Scholarship.
 - Finalize scholarship amounts, types (i.e. university and/or technical school)
 - More diversity when we advertise these scholarship – Mary will email Tim some ideas.

 - **MOTION:** Motion made by Tim Plath, seconded by David Hutton, to have the scholarships divided as follows: One (1) \$2,500 Dewey Kasma Family APWA Minnesota Scholarship for a university and two (2) \$1,250 APWA Minnesota Scholarships for a technical school. This will be presented to the Executive Committee for approval.
- 2021 Fall Conference (Tim and Kevin)
 - Public Fleet Management Certificate is a 1-day program 6-8 hours. This is a good certificate for anyone that interacts with fleet in any capacity.
 - This will be the topic at the first day of the fall conference on Wednesday.
 - The APWA has interest in this topic and has instructors available to present.
 - The chapter would need to provide the funds for the out of state instructors (airfare, hotel, etc.) We would need to fund two (2) additional instructors.
 - Spring Conference – should know next week if this conference will take place.
 - National PWX is scheduled for the last week in August in St. Louis – they are planning this to be an in-person event.

6. Next Meeting – March 3, 2021 (*location of meeting may change*)

7. MOTION: Motion made by Rick Shomion, seconded by Kevin Schlangen, to adjourn meeting. Meeting adjourned at 12:30 pm.

Dated: 2/3/2021

By: Tim Plath and Chris McKenzie

Future meeting dates (format TBD): March 3, 2021, June 2, 2021 and September 16, 2021
(all meetings 11:00 am to 12:30 pm)

