Education & Training Committee

Meeting Minutes
June 5, 2019

1. **Welcome & Introductions**
   Potential new member, Steve Vogl from the Met Council was introduced.

2. **Review/consider approval of March 6, 2019 Meeting Minutes**

   MOTION: Motion made by Rick Shomion, seconded by Andy Brotzler, approving the minutes of the March 6, 2019 Education & Training Committee meeting. Motion carried.

3. **Updates (if applicable)**

   a) UUCIS (Dave & Chris)
   - A new promotional video has been created with great content. The curriculum has been updated and reorganized for compliance and revitalize the sponsorship model. This year's outstate location is Sioux Falls. Registration is currently open and an email was sent out last week. There are 25 spots available for the Bloomington location and is already about 20% full so if you have someone who wants to attend, sign them up right away. Please start thinking about next year's outstate location.

   b) Public Works Certificate Program (Monica and Dave)
   - Instructors will be getting together to debrief regarding the first year. A suggestion was made to have a floating day to be used in certain cases such as bad weather. The survey results are not back yet.
   - English component of program
     - Students that already have a degree and have already completed some form of English/Writing.
       - ✓ What are the necessary components for the certificate?
       - ✓ Should English be required if there are other English college credits taken already?
       - ✓ National requires 90 hours and this program is 150 hours so there wouldn't be a compromise in the required number of hours.
       - ✓ Dave Hutton's class is required. Dave would support waiving the English component if there have been other English courses taken but this would possibly have to be case-by-case depending on the English course.
       - ✓ Monica will talk to the Executive Committee.

   c) Leadership Academy and HR for Public Works (Monica)
   - Graduation at the spring conference was well attended.
   - Registration for Leadership Academy is now open.
   - HR for Public Works is being offered again this year please get the word out.

d) LTAP Roadway Maintenance Training & Demo Day (Mindy)
   - Demo Day was May 16th in Rochester. The weather was great and there were 80 participants. Topics included CDL, load securement and asphalt rehabilitation. There was a drone demonstration used for bridge inspection and other applications. MNDOT brought HIVE (High Inspection Vehicle Explorer) to demonstrate how it could be used culverts.
   - This year there were 18 Road Scholars which is an all time high.
   - Demo Day will be on May 14th next year and will be in Brainerd.
   - Greater MN APWA is working on better membership and more engagement and involvement.
   - LTAP is also working on finalizing the Leadership Supervisory Certificate.

e) Fall Expo (Mindy and Rick)
   - The Fall Expo is October 2-3, 2019. There will be 90 indoor vendors with only 3 openings left! There are 63 outdoor vendors (which was filled in 4 minutes!).
   - There will be both a roadeo snow plow competition as well as an excavator competition.
   - Topics will include PERA (on both days), managing diesel fuel on cold days, plow standards, salt testing, culvert maintenance and rehab, and gravel roads.
   - One of the general sessions will be weather and forecasting with Bob Wiseman and the other general session is yet to be determined.

f) DCTC update (Tim)
   - DCTC is expanding into drone use applications
   - DCTC is looking for a PT Civil Engineer instructor for surveying. This program is vibrant and has nearly 100% placement.

g) National Fleet Certificate Program (Kevin)
   - These modules will be offered at PWX and released afterwards. Once National approves we can purchase the program for approximately $1,000 plus print material costs. This would be a great opportunity to have at the Fall Workshop in 2020.

4. **Old Business**

a) Midwest Regional Water Utility Management Institute Sponsorship
   1. $635/student to attend.
   2. Institute could offer "scholarship" to attend.
   3. Executive Committee request –these funds be allocated to a public works employee/agency

b) Leadership Academy: Bachelor's Degree Credit Discussion (with Wally Wysopal)
   - The survey results indicate there isn't a lot of demand for credit and Hamline will not support credit for a Bachelor's Degree. Therefore, there is no impetus to change the program with the lack of demand.
   - Wally indicated that if credit is not a factor, an academic partner is not needed. Stay with Hamline for now but start looking at outstate locations.

c) Fall Workshop (Tim and Andy)
   - Topics
     - Draft Agency Attached – reviewed the tentative draft agenda. The overall theme is traffic and safety.
     - Writing Workshop – Stan Berry is tentatively confirmed – survey results indicate there is enough interest to offer again this year and will offered every other year going forward.

d) Self-Assessment Accreditation Workshop
   - Chapter Survey Results – enough interest to offer in 2020.
     - Future Fall Workshop Breakout Session.
     - Look for testimonials from accredited agencies.

5. New Business

a) 2019-2020 Scholarships (Dan)
Due to the lack of Technical College applications, 7 X $2,500 college scholarships and 1 X $2,500 technical college application will be awarded.

- College (7 X $2,500) – There were 16 applications for the college scholarships. After review there was agreement in re-scoring both Kyle Muncy and Alexandra Frye which would move both Colin Murphy and Sumner Naess up. The recipients for the college scholarships are: Rachel Vogl, Malachi Graupman, Adam Hogquist, Michael Volk, Carl Lind, Colin Murphy and Sumner Naess.
- Technical (1 X $2,500) – There was 1 application for the technical college scholarship. The recipient for the technical college scholarship is Isaiah Edmunds.

All committee members in attendance are in agreement with the scholarships awarded.

6. Next Meeting – September 19, 2019

7. Meeting adjourned at 1:00pm.

Dated:
By: Tim Plath and Monica Heil