



Executive Committee Meeting

January 15, 2025

Noon – 2:00 pm

Meeting Location: Bolton & Menk, 12224 Nicollet Ave., Burnsville MN 55337

Teams: [Join the meeting now](#)

Meeting ID: 236 163 873 499

Passcode: Rr746Kn2

NOTE: A photo of officers and directors will be taken at this meeting

AGENDA

1. CALL TO ORDER – **Mitch Hoeft**
2. PRESIDENT’S REPORT – **Mitch Hoeft**
 - A. Draft Fall Conference General Membership Business Meeting Minutes for Review (**attached**)
 - B. Designate Two Standing Committees (Audit and Nominating)
 - C. Committee Chair Appointments
 - D. Committee Chairs: Submit Agendas and Minutes to Mary as Required by APWA
 - E. APWA New Initiatives Committee Opportunity
3. SECRETARY/TREASURER’S REPORT – **April Crockett**
 - A. Minutes from December 6, 2024 Officers Meeting (**attached**)
 - B. Minutes from December 5, 2024 Executive Committee Meeting (**attached**)
Recommendation: Motion required
 - C. Financial Report
 1. Chapter Financial Statement (December 2024) (**attached**)
 2. Deposit and Expense Report (December 2024) (**attached**)
Recommendation: Motion required
4. VICE PRESIDENT’S REPORT – **Mark Hansen**
 - A. 2025 Chapter Dinner (Chicago)
5. PAST PRESIDENT’S REPORT – **Jupe Hale**
 - A. Past President’s Report
 - B. Government Affairs Committee (Zach Johnson, Chair)
 1. Committee Report (**attached**)
6. COUNCIL OF CHAPTERS REPORT

- A. Delegate's Report - **Monica Heil**
 - 1. Chapter Participation on APWA Committees
 - 2. History Committee (Justin Klabo, Chair)
 - a) Committee Report

- B. Alternate Delegate's Report – **Jupe Hale**
 - 1. MN Infrastructure Alliance (MN2050) (Michelle Stockness, Chair)
 - a) Committee Report

7. DIRECTOR/COMMITTEE CHAIR REPORTS

- A. Manager/Engineer Director: Ben Perkey
 - 1. Education & Training Committee (Tim Plath and Chris McKenzie, Co-Chairs)
 - a) Committee Report (**attached**)
- B. Consultant Director: Alyson Fauske
 - 1. Diversity, Equity & Inclusion Committee (Shibani Bisson, Chair)
 - a) Committee Report (**attached**)
- C. Director of Public Works/City Engineer Director: Richard McCoy
 - 1. Membership Committee (Jason Sprague and Justin Messner, Co-Chairs)
 - a) Committee Report
- D. Outstate Director: Kent Exner
 - 1. Outstate Development Committee (PKent Exner and Jake Busho, Co-Chairs)
 - a) Committee Report (**attached**)
 - 2. Awards Committee (Eric Lembke, Chair; Eric Eckman, Vice Chair)
 - a) Committee Report (**attached**)
- E. State/Regional/County Director: Luke Lortie
 - 1. Public Awareness Committee (Lauren Letsche, Chair; Jen Selchow, Vice Chair)
 - a) Committee Report (**attached**)
 - 2. Asset Management Committee (Russ Matthys, Chair)
 - a) Committee Report
- F. Superintendent Director: Charlie Fredericks
 - 1. Environment & Sustainability Committee (Ben Scharenbroich and Adam Tjaden, Co-chairs)
 - a) Committee Report (**attached**)
- G. Vendor/Contractor Director: Colleen West
 - 1. Communications Committee (Lydia Ener, Chair)
 - a) Committee Report
- H. Young Professionals Director: Sarah Schweiger
 - 1. Young Professionals Committee (Cody Mathisen, Chair; Ben Perkey, Vice Chair)
 - a) Committee Report
 - Young Professionals (**attached**)
 - Student Chapter
- I. Conference Planning Committee (Matt Saam and Mark Hansen, Co-chairs)

1. Committee Report (***attached***)

J. Volunteer Coordinator Report (Michael Kirsch)

8. OLD BUSINESS

a. Ceremonial Passing of the Briefcase (Mark Hansen)

9. NEW BUSINESS

10. ADJOURNMENT



General Business Meeting
Friday, November 22, 2024
Mystic Lake Center, Prior Lake, MN

Minutes

1. The Business Meeting was called to order at 11:16 am by President Jupe Hale.

President Hale thanked APWA-MN sponsors for their partnership and support.

2. Secretary/Treasurer's Report (Mark Hansen)

A. Review/Approve Minutes of May 9, 2024 Spring Conference General Business Meeting

MOTION: Motion made by Chris Petree and seconded by Angela Popenhagen to approve the meeting minutes of the May 9, 2024 Spring Conference General Business Meeting as presented. Motion carried.

B. Financial Statement

Treasurer Hansen reviewed the 2024-2025 APWA-MN budget. Income and expenses were set at \$688,925 for the year.

- YTD income: \$242,376 (35% of budget)
- YTD expenses: \$192,102 (28% of budget)

The budget continues to support chapter strategic plan initiatives, including education programs, conferences, networking events, scholarships and stipends. Those present were invited to submit ideas for additional strategic initiatives.

APWA-MN has been selected to host PWX 2028, which carries a financial commitment for the chapter.

Current account balances as of November 1, 2024 were presented.

- Cash: \$260,107
- Long-Term Investment Account: \$148,589
- High Interest Savings Account: \$260,033
- Total Net Assets (11/1/2024): \$688,729
- YTD Change in Assets Compared to 11/1/2023: \$50,273

3. President's Report (Jupe Hale)

A. Recognition of APWA-MN Committee Chairs

President Hale thanked all 2024 committee chairs for their leadership and commitment to the chapter and profession. He expressed his appreciation for being invited to attend committee meetings throughout the year. Outgoing committee chairs were thanked for their service.

President Hale extended an invitation to chapter members to become involved in a committee. Volunteer Coordinator Michael Kirsch's contact information was shared.

4. **Tellers Committee Report (Monica Heil)**

Past President Monica Heil presented the Tellers Committee report. She noted 207 votes were cast in the recent election, reflecting about 18% of chapter membership. Chapter members were encouraged to cast votes in the elections.

Monica noted the bylaws amendment included on the ballot passed, which changes the terms of service for the APWA Delegate and Alternate Delegate from three years to two years.

The Tellers Committee also recognized and thanked those chapter members who, while not being elected, demonstrated service and commitment to the organization by being on the ballot. Those members are Matt Huggins, Josh Peterson and Nina Stanley.

The Tellers Committee presented the following 2024 election results to the general membership:

President: Mitchell Hoeft, Bolton & Menk
Vice President: Mark Hansen, City of Coon Rapids
Secretary/Treasurer: April Crockett, HDR
Director – Vendor/Contractor: Colleen West, Corrective Asphalt Materials
Director – Manager/Engineer: Ben Perkey, City of Eagan
Director – Superintendent: Kent Exner, Apex Engineering

MOTION: Motion made by Nick Egger, seconded by Nina Stanley to approve the Tellers Committee report for 2024. Motion carried.

The Tellers Committee extended congratulations to these individuals and their upcoming service on the Executive Committee.

President Hale shared changes to the future nomination process for director positions, made to reduce barriers to participation on the Executive Committee. In the future, one member will be placed on the ballot for open director positions with a write-in option available as well. If two qualified members are interested in one director position, those individuals will both be placed on the ballot. There are no changes to the secretary/treasurer election process.

5. **Recognition of Outgoing Executive Committee Members (Jupe Hale)**

President Heil invited Chapter Delegate Chris Petree to join her in recognizing those individuals concluding their service on the Executive Committee:

Tim Behrendt - Director - Superintendent (City of Bloomington)
Jim Grothaus - Director -Vendor/Contractor (Cemstome)
Phil Olson - Director - Manager/Engineer (City of Minnetonka)
Amy Grothaus - APWA Alternate Delegate (Braun Intertec)
Chris Petree - APWA Delegate (Southview Design)
Monica Heil - Past President (WSB)

President Hale extended his gratitude to outgoing directors and Past President Monica Heil for their dedication and commitment to the chapter.

6. **2025 Executive Committee Installation (Jeannine Clancy and Scott Grayson)**

Jeannine Clancy and Scott Grayson, both representing APWA national, were invited to lead the installation of the 2025 APWA-MN Executive Committee. Those being installed were invited to the front of the room.

Jeannine announced the names of 2025 Executive Committee members. She read the oath of office to incoming Executive Committee members, who confirmed their commitment by accepting the oath as read. Jeannine emphasized the unique responsibility before the Executive Committee and the chapter's confidence in their abilities to lead.

Following the officer installation, Vice President Hoeft presented a framed presidential certificate to President Hale and thanked him for his dedication and service to the Chapter in 2024.

President Hale formally passed the gavel to APWA-MN Chapter President-Elect Mitchell Hoeft who will officially assume the duties of president on January 1, 2025.

7. APWA Update

APWA CEO Scott Grayson shared an update on APWA activities and initiatives.

8. Adjourn

The 2024 Fall Conference General Business Meeting was adjourned at 12:07 pm.

ATTENDEES:

Fami Abdela, Kate Achenbach, Tyler Achtenberg, Steve Albrecht, Nicholas Amatuccio, Kory Andersen Wagner, Derrick Anderson, Luke Arnold, Kristin Asher, Walter Atkins, Justin Babcock, Alec Babil, Paul Backer, Jeny Baroda, William Bauer, Matt Bauman, Joe Bennett, Adam Bentson, Ross Bintner, Shibani Bisson, Tom Borowicz, Josh Bowe, Dan Boyum, Brandon Brodhag, Caleb Brolsma, Jeff Brooker, Emily Brown, Greg Brown, Chris Bunders, Charlie Burke, Mark Byers, Charles Cadenhead, Aaron Carrell, John Caven, John Chlebeck, Miranda Christensen, Nate Christensen, Jeannine Clancy, Brent Clark, Steve Collin, Kyle Colvin, Brian Connolly, April Crockett, Gina Dallinger, Dan Dalton, Nancy Daubenberger, Chad Davison, Jessie Dehn, Hannah Delker, Conner Deur, Emma deVilla, Bryan Dodds, Steve Dodge, Dillon Dombrovski, Chad Donnelly, Nate Draws, Kyle DuFrene, Talori Dunsworth, Jon Eaton, Eric Eckman, Macy Eddy, Adam Edwards, Nick Egger, Darin Ellingson, Nathan Ellingson, Lydia Ener, Beth Engum, Mark Erichson, Karen Erickson, Kolten Epinosa, Bev Farraher, Alyson Fauske, Nick Findley, James Fladung, Charlie Fredericks, Scott Frost, Adam Gadbois, Kelsey Gelhar, Charles Gerke, Ayalew Getaneh, Sam Gordon, Lucas Gross, Amy Grothaus, Jim Grothaus, Mackenzie Grunig, Nick Guilliams, John Hagen, Jupe Hale, Heidi Hamilton, Mark Hansen, Matt Hardegger, Brian Hare, Chris Hartell, Mitch Hatcher, Jon Haukaas, Jeremy Hauser, Micah Heckman, Monica Heil, Zach Heimer, Shannon Heitmann, Mike Hejna, Erik Henriksen, Stefan Higgins, Tim Himmer, Mitch Hoeft, Kyle Hoff, Charlie Howley, Jericho Hugger, Adam Hutchins, Dave Hutton, Emily Itkonen, Jon Jarosch, Tom Jauquet, Bob Jensen, Jake Johnson, Zach Johnson, Lucas Jones, Alex Jordan, Ben Jore, Joe Jurewicz, R. J. Kakach, Paul Kauppi, Karl Keel, Mike Kelly, Ronderick Kirkendoll, Michael Kirsch, Amber Klein, Eric Knutson, Nathan Kock, Jeremy Koenen, Tim Korby, Rick Kreuser, Scott Kulzer, Mike Kuno, Michael Kutz, Billy LaLonde, Sam Larson, Autumn Lauer, Meredith Lawrence, Cha Lee, Manking Lee, Tonyia Lee, Nick Lehman, Eric Lembke, Lauren Letsche, Grace Liljenquist, Steve Lillehaug, Zach Lingl, Chris Link, Sarah Lloyd, Chris Long, Gary Long, Juan Lopez-Martinez, Luke Lortie, Zach Lundberg, Russ Lupkes, Julia Macejkovic, John Maczko, Emily Major, Jason Malecha, Dany Maloney, Jeff Mandeland, Ryan Manke, Darin Manning, Kevin Manzke, Cody Mathison, Josh Maus, Alan Maxwell, Richard McCoy, Chris McKenzie, Erin McPhee Anderson, Paul Merchlewitz, Dustin Messner, Chad Millner, Cristina Mlejnek, Erik Moberg, Chris Moore, John Morast, Matt Morreim, Sam Morse, Kristy Morter, Brandon Movall, Josh Muellman, Glen Mullenbach, Jon Muma, Jay Murzyn, Brian Nelson, Coleton Nelson, Jon Nelson, Troy Nemmers, Jacob Nichols, Mattias Oddsson, Jeff Oliver, Heidi Olson, Jim Olson, Phil Olson, Rob Olson, Mohamed Omer, Mark Onken, Aaron Oppenheimer, Tyler Paget, Ben Perkey, Ryan Peterson, Chris Petree, Cassie Pinta, Kevin Pittelco, Anthony Pittman, Tim Plath, Angela Poppenhagen, Josh Potter, John Powell, Joe Powers, Ursinio Puga, Ron Quanbeck, Crystal Raleigh, David Ray, Chris Remus, Michael Richie, Bridget Rief, Jacob Ringstad, Lucas Ritchie, Kevin Rudd, Matt Saam, Dave Sanocki, Emily Schen, Rachel Scheu, Kellie Schlegel, Aaron Schmidt, Mark Scholle, Philip Schrupp, Dan Schluender, Chuck Schwartz, Luke Schwarz, Sarah Schweiger, Eric Seaburg, Jen Selchow, Chad Setterholm, Joseph Shamla, Drew Smith, Stephanie Smith, Alanna Soboth, AJ Soland, Joe Spatt, Georgina Stanley-Woidyla, Ryan Stempki, Brandon Stenglein, Mike Stifter, Jill Stilwell, Wes Stockwell, Nathaniel Straka, Tyler Strong, Jason Stroth, Jesse Struve, Kaitlin Swanson, Miranda Swanson, Dalton Syverson, Derrick Zaulim, Genevieve Tester, Marcus Thomas, Tom Thompson, Dustin Tipp, Jessa Trbojevich, Bert Tracy, Nariman Vanaki, Tom Vidmar, Petru Vizolo, Kim Wahl, Bev Warmka, Katie Warner, Christine Watson, Oscar Weber, Lane Wegener, Marco Weidmer, Jake Whipple, Holly Wilson, Menbere Wodajo, Meseret Wolana, Olivia Wycklendt, Hazel Wolf, William Zahn, Ben Zaier, Mark Ziemer

Chapter Administrator: Mary Detloff

APWA National Guest: APWA CEO Scott Grayson



**Executive Committee Officers Meeting
December 6, 2024**

Attendees:

Jupe Hale, President
 Mitch Hoeft, Vice President
 Mark Hansen, Secretary/Treasurer
 April Crockett, Incoming Secretary/Treasurer
 Monica Heil, Past President
 Chris Petree, APWA Chapter Delegate
 Amy Grothaus, APWA Alternate Chapter Delegate
 Mary Detloff, Chapter Administrator

The meeting was convened at 8:31 am.

1. November 7, 2024 Officers Meeting Minutes (Hale)

The November minutes were received with no comments.

2. Financial Report (Hansen)

For months ending November 30, 2024		
Opening Balance Equity (as of 7/1/2023)	\$510,172.914	
Merrill Lynch	\$152,248.95	
US Bank Checking	\$293,587.61	
US Bank Savings	\$260,336.63	
Total Current Assets	\$706,173.19	
Net Monthly Income	\$87,717.64	
	Deposits	Expenses
Deposit & Expense Report (Nov. 2024)	\$89,060.10	\$83,226.84

The financial best practices document will be reviewed at the upcoming Audit Committee meeting.

Specific financials were not reviewed since a review was conducted at yesterday's Executive Committee meeting.

3. Council of Chapters Winter Meeting and Chapter Leader Training Logistics (Hale)

Logistics for those attending the upcoming meeting were discussed and confirmed.

4. Year-End Meeting Recap (Hale/Hoeft)

Suggestion to keep the year-end meeting to a celebration and recap of accomplishments from the past year plus a welcome of new leadership, moving the strategic planning into January. This would make the year-end meeting a bit shorter. After some discussion, it was decided to keep the year-end recap of accomplishments and sharing of upcoming plans in the December meeting, but moving orientation items to the January meeting and contract renewals to the October meeting.

Other specific comments were shared:

- The meeting was well-received, though it went longer than expected.
- A larger space than was utilized yesterday would be appreciated.
- The post-meeting reception was successful.
- Offering the year-end meeting as only in-person is appropriate and should be continued.

5. 2025 Officers Meeting Schedule (Hoeft)

Mitch reviewed the 2025 draft meeting schedule, noting two changes to the typical schedule to accommodate conflicts. May and August meetings will be moved to the following Monday from the date currently noted on the draft schedule. All 2025 officers meetings will be moved back 30 minutes for a 9:00 am start time. Mary will revise and resend the schedule, and will send calendar invitations in the coming couple of weeks.

6. Review Task List (Hale)

The December and January task lists were reviewed. The 2025 PWX chapter dinner was briefly discussed, including the budget, food, and sponsorship opportunities.

7. Upcoming Website, Newsletter Articles

The December content calendar was reviewed.

8. Adjourn

The meeting adjourned at 9:24 am.



Executive Committee Meeting and Orientation December 5, 2024

Officers in Attendance: Jupe Hale, Monica Heil, Mitchell Hoeft, Mark Hansen, Chris Petree, Amy Grothaus
Current and Incoming Executive Committee in Attendance: Tim Behrendt, Shibani Bisson, April Crockett, Lydia Ener, Alyson Fauske Charlie Fredericks, Zach Johnson, Justin Klabo, Eric Lembke, Lauren Letsche, Cody Mathisen, Russ Matthys, Richard McCoy, Chris McKenzie, Justin Messner, Phil Olson, Ben Perkey, Tim Plath, Matt Saam, Ben Scharenbroich, Chuck Schwartz, Sarah Schweiger, Adam Tjaden, Colleen West

Mary Detloff, Chapter Administrator and Recorder
Pat Schutrop, Chapter Accountant

1. Call to Order, Welcome and Introductions

President Jupe Hale called the meeting to order at 12:16 pm and facilitated introductions of those present.

2. Chapter Housekeeping Orientation Items

President Hale reviewed basic operational documents and expectations for the Executive Committee and committee chairs

- a. Executive Committee templates: Various templates are updated each year for use by chapter leaders, including committee reports to the Executive Committee, letterhead and more. These will be shared with chapter leadership in January.
- b. Directors' articles: Committee chairs and/or directors serving as liaison to various committees will be asked to draft an article for inclusion in the monthly e-newsletter providing highlights of committee activities.
- c. Committee expectations: Committee updates will be requested prior to each Executive Committee meeting. The chair and/or director liaison share highlights of the committee report at each ExComm meeting.
- d. Meeting attendance: Committee chairs and director liaisons are expected to attend committee meetings and Executive Committee meetings.
- e. Chapter bylaws: Bylaws are used to guide the chapter in governance and operations. A minor update was recently passed and a new, amended version of the bylaws will be available online and to chapter leaders once reviewed and approved by APWA.
- f. Review of 2025 Organizational Chart and Director/Committee Liaison assignments: President Hale conducted an organizational review and explanation of various roles. Vice President Hoeft encouraged all committee chairs to review their member rosters to be sure all committee members are active and engaged.
- g. APWA-MN Strategic Plan Infographic: The strategic plan infographic was reviewed.
- h. APWA 2023-2026 Strategic Goals and Activities: The APWA strategic goals and initiatives, updated in 2023, were reviewed.

3. President's Update

The Chapter Accounting Agreement, Chapter Administrator Agreement, and Conference and Workshop Planning Agreement were presented to the Executive Committee. The chapter accounting and administrator agreements have been forwarded to APWA for their review and approval as is required; no response has been received yet. Vice President Hoeft noted the structure of the chapter accounting agreement has been modified from an hourly basis to a lump sum agreement. The conference and workshop planning agreement will be forwarded to APWA shortly, with comments welcome now.

Motion by Mark Hansen, seconded by Richard McCoy, to approve the 2025 chapter accounting agreement pending APWA approval. Motion carried.

Motion by Alyson Fauske, seconded by Monica Heil, to approve the 2025 chapter administrator agreement pending APWA approval. Motion carried.

Motion by Mark Hansen, seconded by Richard McCoy, to approve the 2025 conference and workshop planning agreement pending APWA approval. Motion carried.

4. APWA-MN Chapter Meeting Minutes

- a. Executive Committee Officers Meeting – October 4, 2024 and November 7, 2024

No comments were received on the minutes as distributed.

- b. Executive Committee Meeting – October 9, 2024

No comments were received on the minutes as distributed.

Motion by Mitch Hoeft, seconded by Jim Grothaus, to approve the October 9, 2024 Executive Committee meeting minutes as distributed. Motion carried.

5. Financial Report

For months ending November 30, 2024		
Opening Balance Equity (as of 7/1/2023)	\$510,172.914	
Merrill Lynch	\$152,248.95	
US Bank Checking	\$293,587.61	
US Bank Savings	\$260,336.63	
Total Current Assets	\$706,173.19	
Net Monthly Income	\$87,717.64	
	Deposits	Expenses
Deposit & Expense Report (Nov. 2024)	\$89,060.10	\$83,226.84

Financial statements and account balances were reviewed. It was noted the chapter savings account earned approximately \$10,000 in 2024.

Motion by Richard McCoy, seconded by Mark Hansen, to approve the financial statements for the month ending November 30, 2024. Motion carried.

Committee chairs were encouraged to consider how they can work to achieve strategic goals of the chapter via committee initiatives and activities. If there are financial considerations for achieving these goals, chairs were asked to bring those requests to chapter leaders.

Treasurer Hansen reviewed the process for reimbursement of committee expenses. Committee chairs were asked to keep their budgets up to date, with tracking and reimbursement requests submitted using available forms. Committees have control of their own budgets.

- a. US Bank Officers Signatories (President, Vice President, Secretary/Treasurer, Past President)

The US Bank Officers Signatories for 2025 were confirmed to be President Mitchell Hoeft, Vice President Mark Hansen, Secretary/Treasurer April Crockett, and Past President Jupe Hale. In addition, the Delegate (Monica Heil) and Alternate Delegate (Jupe Hale) will be added as credit card holders and to approve US Bank officer signatories.

Motion by Mitch Hoeft, seconded by Mark Hansen, to add the delegate and alternate delegate as credit card holders and also to approve personnel updates to the US Bank officer signatories. 2025 signatories will be Mitchell Hoeft, Mark Hansen, April Crockett, and Jupe Hale. Motion carried.

6. 2024-25 Budget Review

a. July 1, 2024 – June 30, 2025 Budget

Secretary/Treasurer Hansen briefly reviewed the 2024-2025 budget. It was noted the budget clearly reflects committee expense items.

b. Credit card use and reimbursement

As was previously noted, purchases qualifying for reimbursement should be sent to Pat Schutrop, chapter accountant, with a receipt for the purchase and the budget line item it should come from.

7. Vice President's Report

2025 Executive Committee meeting and Officers meeting schedules were reviewed by Vice President Hoeft.

8. Past President's Report

Past President Heil reviewed the update to future chapter elections, where one candidate per open director position plus a write-in option will be placed on the ballot unless there are two members interested in the position. In that case, both candidates will be placed on the ballot.

9. Delegate's Report

Delegate Chris Petree provided a brief overview of the delegate and alternate delegate positions, noting people in these positions served on the APWA Council of Chapters as representatives of APWA-MN. Delegate Petree reviewed the APWA governance structure.

Chris summarized APWA-MN chapter members serving on national committees and the APWA Board of Directors and briefly noted the roles and responsibilities of those committees. As additional opportunities become available, they will be shared with the chapter.

Finally, Chris noted we have a very strong chapter that is highly respected around the nation.

10. Committee Strategic Initiatives

Committee chairs and/or director liaisons provided reports for each committee to include 2025 committee missions, 2024 successes, and 2025 work plans/goals/alignment with the Strategic Plan. Highlights are below.

a. Asset Management (Russ Matthys, Chair)

- Committee representatives gave several asset management-related presentations and published several articles on this topic in 2024.
- The committee is working on creating a best practices document related to asset management for public works professionals.
- Three APWA-MN members have applied for membership on the MN Advisory Council for Infrastructure, with appointments expected later this year.

b. Audit (Heidi Hamilton, Chair)

- This committee fills a small but important role for the chapter to help ensure financial accountability and sustainability.

c. Awards (Eric Lembke, Chair; Eric Eckman, Vice Chair)

- The past year was very successful re: awards, with many nominations received.
- The Awards Committee will review the Environmental Stewardship Award and others not typically awarded.
- The committee will look into award "badges" as something we may want to offer.
- Though APWA-MN does not often have a Snow & Ice Award submittal due to the odd time of year nominations are due, the Metropolitan Airports Commission did prepare and submit a nomination earlier this week.
- Winners of chapter awards were contacted with an offer for an in-person award presentation to their city council or other entity. This has been well-received and presentations are being scheduled now.

- d. Communications (Lydia Ener, Chair)
- The Communications Committee will soon create a form for committee chairs to share information about their committee, which will be incorporated into articles for the newsletter and website.
 - Sponsor articles are not received often. The committee is working on a new system to encourage and collect articles from sponsors, which is a benefit of sponsorship.
 - New banners promoting APWA-MN and public works careers were created in 2024, used for outreach events.
 - The need for a central storage location for chapter banners and other similar items was discussed.
- e. Conference Planning (Matt Saam and Mark Hansen, Co-Chairs)
- The committee did not increase participation at the fall conference by 10% as their goal stated, but a significant increase was received. The fall conference exhibit hall was expanded and again sold out, with a significant waiting list of other interested vendors.
 - Food waste at the spring conference was nearly eliminated by offering a Friday box lunch as an optional add-on to registration.
 - The committee has set a goal of increasing conference attendance by 5% in 2025. An idea to offer a breakout track specific to a certain demographic - i.e., young professionals - was shared as a way to increase conference registration.
- f. Diversity, Equity & Inclusion (Shibani Bisson, Chair)
- The committee again spearheaded a service project at the spring conference.
 - A panel discussion on diversity in public works was led by the committee.
 - One of the biggest committee initiatives is the annual DEI grant, which is now \$6,000 and offered in partnership with MSES.
- g. Education & Training (Tim Plath and Chris McKenzie, Co-Chairs)
- 2024-2025 Public Works Certificate courses were sold out, as was the Plymouth UUCIS site.
 - Two fall workshops were held in October: Winter Maintenance Operator and Winter Maintenance Supervisor certificates. Both were hosted in-person in Rochester and virtually via Zoom.
 - The committee has created a five-year education program calendar for advance planning of the committee and those who may be interested in participating in programs. This will be re-evaluated annually.
 - Spring 2025 workshops are currently in the planning stages, with two workshops anticipated.
 - The Leadership Academy will not be offered in 2025-2026. Instead, the HR Essentials for Public Works and Executive Fellowship programs will be offered.
 - Chris McKenzie will be the new instructor for the Technical Aspects of Public Works program, taking over for Jon Watson who has retired.
 - Potentially offer a one-year membership along with a non-member education program registration. This could cause complications within organizations so this should be carefully considered before implementing.
- h. Environment & Sustainability (Ben Scharenbroich and Adam Tjaden, Co-Chairs)
- The committee hosts two highway cleanup events each year. To potentially increase participation, the committee considered changing locations but decided to keep the cleanup site the same for 2025.
 - The committee will expand its focus outside of water resources, while still focusing on this area.
- i. Government Affairs (Zach Johnson, Chair)
- Chair Johnson encouraged everyone to get involved in local, state, and/or national government.
 - Increasing awareness of issues, in addition to involvement, is something the committee continues to focus on.
 - Zach provided a brief look at the 2025 Minnesota legislative session.

- j. History (Justin Klabo, Chair)
 - The committee will continue to pursue the Looking Back articles that highlight the industry, projects, people, etc.
- k. Membership & Special Events (Jason Sprague and Justin Messner, Co-Chairs)
 - A vendor/sponsor happy hour reception is being planned for early 2025 as a way to build community and relationships with our sponsors.
 - The committee hoped to host one event per month in 2024 and successfully met this goal, with some months hosting two events.
 - Ideas for networking events or technical tours were requested.
 - Additional sponsorship items (i.e. lanyards at a conference) may be pursued as a way to involve additional organizations and garner additional chapter support. This will continue to be discussed by the committee, with any recommendation hopefully coming before 2025-2026 sponsor renewals go out in March.
- l. MN Infrastructure Alliance (MN2050) (Michelle Stockness, Chair)
 - Amy Grothaus provided a brief overview and history of MnIA.
 - MnIA launched a new website in 2024, paid for by funds solicited from partner organizations.
 - Advocacy: MnIA sponsored Infrastructure Day at the Capitol, supported Russ Matthys as a member of the MN Advisory Council on Infrastructure, and did presentations about MnIA and MN infrastructure with various groups.
- m. Outstate Development (Paul Sandy, Chair)
 - On behalf of the committee, President Hale reviewed some of the highlights shared in the committee report.
- n. Public Awareness (Lauren Letsche, Chair; Jen Selchow, Vice Chair)
 - Outgoing chair Chuck Schwartz noted this is an important committee for chapter and industry outreach and welcomed incoming chair and vice chair Lauren Letsche and Jen Selchow, respectively.
 - The new outreach banners were shared with the Executive Committee.
 - Some of the outreach events where the chapter participated in 2024 were reviewed, including Creative Con and STEM Day at the Fair.
 - Previously considered outreach activities like an exhibit at the Science Museum of Minnesota were brought forward, with those present asked to consider if initiatives like this one should be considered once again. Funding such an initiative would need to be a cooperative effort with many organizations. A subcommittee of the PAC should be formed to continue researching this item if there is sufficient interest in learning more.
- o. Young Professionals (Cody Mathisen, Chair; Ben Perkey, Vice Chair)
 - Subcommittees were formed to clarify roles and responsibilities within the committee and to assist with cooperative initiatives with other groups and committees, which has been successful.
 - The new mentor program is set to launch in February. Twelve people have registered to date, with a goal of about 25 to register prior to January 10.
 - The YP Committee is looking for additional committee members.
 - The committee is open to adding student chapters at additional college campuses in MN, but this is difficult to do without a champion on site. Local champions are welcome.
- p. Volunteer Coordinator (Michael Kirsch, Volunteer Coordinator)
 - In Michael's absence, President Hale welcomed volunteers for various opportunities that arise from time to time.

11. Recognition of Officers Leaving Board

President Jupe Hale recognized those individuals concluding their Executive Committee service: Tim Behrendt, Jim Grothaus, Phil Olson, Amy Grothaus, and Chris Petree. additionally, committee chairs and vice chairs stepping down in 2025: Chuck Schwartz, April Crockett, Richard McCoy, and Paul Sandy.

12. Ceremonial Passing of the Briefcase

This will take place at an upcoming meeting.

13. Adjourn

Motion by Mitch Hoeft, second by Mark Hansen, to adjourn the meeting at 3:12 pm.



APWA-Minnesota Chapter
Balance Sheet
 As of December 31, 2024

	Total
ASSETS	
Current Assets	
Bank Accounts	
160 Merrill Lynch Investment	148,524.73
Checking	114,881.81
Savings	260,636.25
Total Bank Accounts	\$ 524,042.79
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total Accounts Receivable	\$ 0.00
Other Current Assets	
Other Current Assets	0.00
Undeposited Funds	0.00
Total Other Current Assets	\$ 0.00
Total Current Assets	\$ 524,042.79
TOTAL ASSETS	\$ 524,042.79
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance as of 7/1/2024	618,455.55
Net Monthly Operating Income	-94,412.76
Total Equity	\$ 524,042.79
TOTAL LIABILITIES AND EQUITY	\$ 524,042.79



Executive Committee Update
Zach Johnson, Chair
Jupe Hale, Executive Committee Liaison

Government Affairs Committee

Date: January 13, 2025

Executive Committee Action Items

1. **Discussion Items**
 - a. NA
2. **Recommendations for Action/Vote**
 - a. NA

Committee Discussion Items and Updates

- 2025 Legislative Update (January 14, 2025 - May 19, 2025)
- Review upcoming/scheduled advocacy events

2025 Committee Strategic Initiatives

- Serve as contact/reference to APWA-MN members for advocacy efforts in the 2025 legislative session.
- Increase legislative members' awareness of APWA-MN (and its members) by engaging with and building, maintaining, and strengthening relationships.
- Assist in facilitating opportunities for APWA-MN members to participate in legislative events.
- Inform APWA-MN members of state/federal legislative news, and available public works research results/tools. Encourage APWA-MN members to utilize available APWA national tools/resources.
- Encourage APWA-MN members' participation/involvement in local/federal legislative issues, including local/federal legislative action alerts.

Committee Membership

Chair: Zach Johnson

Members: Steve Bot, Jake Duppong, Jen Edison, Kent Exner, Carolyn Fackler, John Mazzitello,
EC Liaison: Jupe Hale

Mission

The Government Affairs Committee serves as the voice of the APWA-MN Public Works Chapter to government leaders, and to positively promote awareness and advance the legislative interests and policy priorities of our membership through building, maintaining, and strengthening community relationships.



Executive Committee Update

Tim Plath and Chris McKenzie, Co-Chairs
Ben Perkey, Executive Committee Liaison

Education and Training Committee

Date: January 15, 2025

Executive Committee Action Items

1. Discussion Items

- a. Preparations continue for the 2025-2026 PWA-MN Public Works Executive Fellowship Program. A component of the program is completion of Capstone projects by the program cohort. Capstone project topics focus on improving public works organizations and the communities they serve. The Committee is seeking potential capstone project topics from the Executive Committee and Committee chairs which match this focus. Please email potential Capstone topics to Tim Plath or Chris McKenzie by Monday, February 3, 2025.

2. Recommendations for Action/Vote

- a. None

Committee Discussion Items and Updates

- The 2022 Education and Training Committee meeting dates are:
 - 11:30 am to 1:00 pm, Wednesday, February 5, 2025
 - 11:30 am to 1:00 pm, Wednesday, March 5, 2025
 - 11:30 am to 1:00 pm, Wednesday, June 4, 2025
 - 11:30 am to 1:00 pm, Wednesday, August 6, 2025
 - 11:30 am to 1:00 pm, Wednesday, September 3, 2025

Committee Membership

Chair: Tim Plath and Chris McKenzie, Co-Chairs

Members: Aaron Kuznia, AJ Soland, Andrew Wrucke, Andy Brotzler, Dale Reed, Dan Fick, Gage Morgan, Jeanine Reardon, Jim Stremel, Joe Powers, Joe Wiita, John Perkins, Justin Conner, Katherine Stanley, Lauren Letsche, Phil Olson, Rena Weis, Steve Blaufuss

EC Liaison: Ben Perkey

YP Liaison: Rena Weis

Mission

The APWA-MN Chapter Education & Training Committee will identify, develop and support the implementation of quality and timely educational opportunities.



Executive Committee Update

Shibani Bisson, Chair

Alyson Fauske, Executive Committee Liaison

Diversity, Equity and Inclusion Committee

Date: January 15, 2025

Executive Committee Action Items

1. Discussion Items
2. Recommendations for Action/Vote- N/A

Committee Discussion Items and Updates

1. The committee's last meeting was January 8, 2025.
2. Received positive feedback from attendees of the APWA Fall Conference Panel "Delivering Public Works Infrastructure Projects with a Focus on Equity".
3. DEI Grant applications were due January 10, 2025.
 - o Two applications were received.
 - o Subcommittee will meet on January 17, 2025 to score the applications and provide recommendation for the award of the grant.
4. Two committee members will attend a National Society of Black Engineers (NSBE) mixer event on February 18 or 20, 2025. The YP group budgeted \$150 to sponsor the event.
5. Spring Conference May 7-9 Grandview Lodge
 - o Presenter Ideas.
 - A few committee members are looking at options to bring forward
 - Is there a conference theme that should be taken into consideration?
 - What is the deadline to submit recommendations?
 - o A field service project in the area- will coordinate with a local APWA member to identify options.
 - o On-site service project again this year: tied blankets for the Linus Project.
 - o Assemble personal care baskets for a local shelter: \$500 budget.
6. Looking to collaborate with PAC events such as Science Museum, NSBE, STEM Day at the Fair, etc.

2024 Committee Strategic Initiatives

The mission of the DEI committee aligns with APWA National's listed DEI strategic initiative in fostering a diverse, equitable and inclusive membership experience along with supporting a representative voice in the field of public works. This is accomplished with the committee's following initiatives.

- Promote the DEI annual grant through school, government, workforce groups, non-profit agencies, etc networks. The grant funding is intended to foster a diverse workforce within the field of public works through education, training and awareness initiatives oriented toward underrepresented populations.

- Secure national or local speaker or panel of speakers, including PW professionals, presenting DEI training and/or experiences at the spring and fall conference. Obtain feedback of these speakers through the post-conference online survey.
- Secure a booth at the fall conference to recruit new members and solicit comments/ideas for the committee.
- Continue to find and update list of DEI speakers in the database located on the APWA MN website.
- Create a local community service event aligned with an organization that supports or represents DEI.
- Complete a DEI related annual article for the APWA newsletter.
- Participate in APWA MN outreach/STEM events/job fairs.

Committee Membership

Chair: Shibani Bisson

Members: Courtney Anderson-Ewald, Marcus Thomas, Beverly Farragher, Heather Cunningham, Cristina Mlenjnek, Juan Lopez Martinez, Chloe Weber.

EC Liaison: Alyson Fauske

Mission

The Diversity, Equity & Inclusion Committee works to advance inclusiveness throughout the APWA-MN Chapter - placing value on all individuals and their different perspectives, and promoting the process for all to be part of the chapter. Committee goals are to retain, recruit, and encourage diverse populations to the field of public works.



Executive Committee Update

Jake Busho, Co-Chair
Kent Exner, Co-Chair & Executive Committee Liaison

Outstate Committee

Date: 1/15/2025

Executive Committee Action Items

1. **Discussion Items**
 - a. None

2. **Recommendations for Action/Vote**
 - a. None

Committee Discussion Items and Updates

- Paul Sandy recently conveyed committee related information and documents to Jake Busho and Kent Exner as they will be co-chairing the Outstate Committee this year.
- Outstate Committee leadership is currently finalizing meeting dates for 2025.

2025 Committee Strategic Initiatives

1. **Expand Education & Training in Outstate Regions** (*APWA Strategic Goal: Education & Credentialing*)
 - Develop additional virtual and hybrid training options.
 - Continue collaboration with the Education and Training Committee to finalize their 5-Year Plan, including venue selection and local champion recruitment.
 - Leverage outstate networks to promote events and training opportunities.

2. **Enhance APWA Awareness in Outstate Areas** (*APWA Strategic Goal: Value & Voice*)
 - Focus outreach efforts on under-represented regions by:
 - Updating the membership map.
 - Establishing subcommittees to concentrate on specific geographic areas.
 - Analyze how specific agencies approach staff membership (who, management levels, overall number, etc.).
 - Initiating targeted outreach campaigns.
 - Strengthen relationships with MRWA and MWOA to:
 - Identify mutually beneficial training opportunities.
 - Highlight APWA-MN's value to public works professionals in these organizations.
 - Establish participation in MRWA and MWOA annual conferences to increase visibility.
 - Maintain booth representation at the Fall Maintenance Expo while updating informational materials and improving relative website links/content.

- Host one in-person meeting annually to bring the Outstate Committee together to collaborate and encourage fellowship.

Committee Membership

Co-Chairs: Jake Busho & Kent Exner

Members: Paul Sandy, Troy Nemmers, Brad DeWolf, Jeremy Mathiasen, Scott Jensen, Joe Jurewicz, Katherine Stanley, Kevin Kruger, Justin Black, Lauren Pierce, Matt York

EC Liaison: Kent Exner

Mission

The Outstate Development Committee creates educational opportunities and professional relationships for existing members and promotes membership benefits to prospective members in the non-metro (outstate) area of the state.



Executive Committee Update
Eric Lembke, Chair
Eric Eckman, Vice Chair
Kent Exner, Executive Committee Liaison

Awards Committee

January 13, 2025

Executive Committee Action Items

1. **Discussion Items**
 - a. See Committee Discussion Item 3.a below.
2. **Recommendations for Action/Vote**
 - a. None

Committee Discussion Items and Updates

1. **National Awards Discussion Items**
 - a. Awards Committee met on Friday January 10 to review 2025 National awards submittals that are due March 3rd.
 - i. Personnel Awards - 1 candidate was nominated by the committee for each of the following categories:
 1. Top Ten Public Works Leader of the Year was nominated by the committee
 2. Excellence in Education
 3. Myron Calkins Young Leader
 4. Outstanding Chapter Achievement – Individual (formally Harry S. Swearingen).
 5. Professional Manager of the Year – Engineering and Technology
 6. Professional Manager of the Year – Facilities and Grounds
 7. Professional Manager of the Year – Public Fleet
 8. Professional Manager of the Year – Solid Waste
 9. Professional Manager of the Year – Water Resources
 10. Asset Management
 - ii. Project of the Year – 1 project in each of the following categories were nominated by the committee:
 1. Structures >\$75M
 2. Transportation \$5M-\$25M
 3. Transportation >\$75M
 4. Environmental <\$5M
 5. Environmental \$5M-\$25M
 6. Environmental \$25M-\$75M
 7. Small Cites (Populations less than 50,000) – Structures
 8. Small Cites (Populations less than 50,000) – Transportation
 9. Small Cites (Populations less than 50,000) – Environmental
 10. No submittals in the Historic Restoration or the Emergency Construction Categories
 - iii. PACE Award submission – Due June 2 will be prepared by the committee. Need eligibility concurrence form Nationals but we will meet the criteria. This will need involvement from other committees this year as we will look to refresh it.

- b. Chapter support letters signed by Mitch will be needed for all submissions.
- c. Submissions to Eric L./Mary are due Friday February 21st.
- d. Mary will help committee organize and upload submittals.

2. 2025 Chapter Awards Discussion

- a. The Awards Committee will be meeting on Monday October 13th to discuss this year's personnel and POY award submittals.
- b. Nominations for 2025 submittal deadline will be Friday October 3.
- c. 2025 APWA-Mn Chapter Awards are as follows:
 - i. Personnel Awards: Director or Manager, Superintendent or Supervisor, Engineering Technician or Field Personnel, Public Works Employee, and the Hugo G. Erickson Chapter Service Award.
 - 1. Newly added award for 2025 will be a Young Leader Award
 - ii. Project of the Year categories: Structures, Transportation, Environmental, and Outstate (with Outstate only relevant to APWA-MN and not APWA national since they do not have this category).
 - 1. Though they have been available in the past, we will advertise/make aware the categories of Historical Restoration/Preservation POY as well as Disaster or Emergency Construction Repair POY

3. Other 2025 Initiative Discussion

- a. Formulate budget for executive committee consideration of graphic design time for implementing local award recognition "badges" like national award winners receive as well as what other organizations present.
- b. Continue to work with other committees to regarding recognition and promotion of public works members, projects, and initiatives.
- c. Continue to promote and solicit nominations of project and personnel award submissions through internal sources as well as external sources, direct mailings, emails, and articles.
- d. Promote and obtain submissions for Excellence in Snow and Ice. MAC submitted in December. We have not heard back on the outcome of that yet.

Committee Membership

Chair: Eric Lembke

Vice Chair: Eric Eckman

Members: Richard McCoy Mark Hansen, Chad Millner, Brian Simmons, Jennifer Payne, Jessa Trbojevich, Tom Borowicz, Michael Waltman

EC Liaison: Kent Exner

Mission

The Awards Committee is charged with developing and implementing a successful awards program that recognizes (1) public works individuals from **all** organizational levels who have made significant contributions to the profession, (2) outstanding public works projects; and (3) national APWA awards.



Executive Committee Update

Lauren Letsche, Chair
Jen Selchow, Vice Chair
Luke Lortie, Executive Committee Liaison

Public Awareness Committee

Date: 1/14/2025

Executive Committee Action Items

1. Discussion Items
 - a. NA
2. Recommendations for Action/Vote
 - a. NA

Committee Discussion Items and Updates

• Update 1: Upcoming Events

- **Event:** Future City Competition [Minnesota - Future City® Competition](#)
 - Kids in Grade 6, 7, and 8
 - **Date and Time:** Saturday January 18, 2025, 8:00 am – 12:00 pm
 - **Location:** Dakota County Technical College
 - **APWA Contact for Questions:** Helena Beikircher
helena.beikircher@kimley-horn.com
- **Event:** Tech Fest [STEM Family Day Event - Tech Fest | The Works Museum](#)
 - Kids ages 4 and up
 - **Date and Time:** Saturday February 8, 2025, 10:00 am – 4:00 pm
 - **Location:** The Works Museum - 9740 Grand Ave. S. Bloomington, MN 55420
 - **APWA Contact for Questions:** Lauren Letsche LLetsche@corcoranmn.gov
- **Event:** Introduce a Girl to Engineering
 - **Date and Time:** Saturday February 22, 2025
 - Grades 4-5
 - Arrival and Check-in: 9:30AM
 - Program Time: 10:00AM – 1:00PM
 - Grades: 6-12
 - Arrival and Check-in: 12:45PM
 - Program Time: 1:30PM – 4:30PM
 - **Location:** Brookdale Library, ABC room 6125 Shingle Creek Pkwy, Brooklyn Center, MN 55430
 - **APWA Contact for Questions:** Russ Matthys russ.matthys@eaganmn.gov

2025 Committee Strategic Initiatives

- Initiative 1: Continue our active participation in STEM Events
 - Expand our collaboration with other professional organizations including:
 - MnDOT, YP Committee, DEI Committee, Outstate Committee, Met Council, NSBE and other professional organizations that are active in STEM
- Initiative 2: Advocate for public safety and public works
- Initiative 3: Enable a viable work force

Committee Membership

Chair: Lauren Letsche

Vice Chair: Jen Selchow

Members: Alex Jordan, Chuck Schwartz, Russ Matthys, Allan Offerman, Helena Beikircher, Bob Moberg, Tim Johnson, Connor Deur, Mackenzie Grunig

EC Liaison: Luke Lortie

Mission

Provide education to others so that they are equipped to advocate for public works at all ages and in all places (schools, policy makers, etc.) We accomplish this by leveraging existing resources (such as STEMLink, etc.) promoting the value of public works.



2025 Initiatives Update to Executive Committee

Adam Tjaden, Ben Scharenbroich, Co-Chairs
Tim Behrendt, Executive Committee Liaison

Environment & Sustainability Committee

Date: 12/5/2024

Executive Committee Action Items

1. **Discussion Items**
 - a. Renewal of Adopt A Highway agreement with MnDOT
2. **Recommendations for Action/Vote**

Committee Initiatives for 2025

- Embodied Carbon in Public Works Projects
 - Expand on 2024 effort, end goal to create paper/handout/guide that can be used by membership to better inform decision making on public works projects.
- Climate Action Plan / Environmental Resiliency Plan Presentation from a community that has completed one and has started implementing.
 - As Met Council starts *requiring* climate action plans as chapters in Comp Plans, and as greater Minnesota Communities continue prioritizing resiliency planning, public works operations will play an important role in infrastructure inventory and maintenance, policy change and enforcement, and MS4 program connections.
- Water Conservation and Drought Planning
 - This is based on the past two-three summers of drought in our state. What have we learned? Bring in MnDNR / Climatology office as a guest speaker?
 - Public infrastructure can be impacted by active drought and the impacts when heavy rain (short duration, high intensity) replaces consistent shallower-depth storms.
- Update on the MN Stormwater Surcharge issue w/ the plumbing board.
 - Continue to track recent changes to language have made it easier for private development to manage
- Continue to encourage more guest speakers, collaboration with other APWA committees, engage other engineering, planning, climate action, public works, etc. groups in our state and region to best understand the issues that are most important and how we can bring those issues to the attention of our APWA constituencies.
 - Recognizing that there are lots of issues to tackle and bring forward those that need attention by PW officials.

Committee Membership

Co-Chairs: Adam Tjaden, Ben Scharenbroich

Members: Tyler McLeete, Michael Thompson, Dan Ruiz, John Chlebek, Adam Gadbois, Pete Willenbring, Tim Olson, Mike Ryan, Roger Clay, Jeannine Clancy, Amy Fredregill, Kendra Fallon, Kristin Seaman, Matt Huggins, Ross Bintner

EC Liaison: Tim Behrendt

Mission

The Environment & Sustainability Committee keeps the Executive Committee informed on research, projects, and regulatory issues, and advocates on current environmental resources issues and sustainability in public works. It also reviews award submissions and reports on these submissions to the Awards Committee.



Executive Committee Update

Cody Mathisen, Chair
Ben Perkey, Vice Chair
Sarah Schweiger, Executive Committee Liaison

Young Professional Committee

Date: January 2025

Executive Committee Action Items

1. **Discussion Items**
 - a. NA
2. **Recommendations for Action/Vote**
 - a. NA

Committee Discussion Items and Updates

- **General Updates**
 - Welcoming 3 new committee members for 2025 (9 interested applicants)
 - Logan Vlasaty – City of Burnsville
 - Olivia Wycklendt – City of Richfield
 - Claire Connelly – Kimley Horn
 - 1st Quarter planning meeting with new full committee planned for last week of January
- **Past Events**
 - December 11th Smash Park – Had over 25 attendees in conjunction with Membership/Special events committee
- **Upcoming Events**
 - Engineering Week Mixer in February – Coordination with DEI Committee
 - February 12th Mentorship Program Kickoff Event – 5 PM, Park Tavern, St. Louis Park
- **Student Chapters**
 - UMN & St. Thomas
 - Currently on winter break – Spring planning to begin next week
- **Communications**
 - 1st YP Spotlight in Progress
 - Reminder to other committees to share opportunities through our YP email list
- **Professional Development and Mentorship**
 - Mentorship Program Updates
 - Sign ups closed on Friday, Jan 10th
 - 29 total people signed up. Short 3 mentors. (currently 16 mentees and 13 mentors)
- **National YP Committee**
 - N/A

2025 Committee Strategic Initiatives

- **Create engaging professional development opportunities for YP members and students**
 - Piloting of new mentorship program will headline these efforts
 - Identify areas of interest from current members and provide opportunities accordingly
 - Partner with Executive Committee to increase interest in Chapter scholarships for PWX attendance by building greater awareness of opportunities through strategic promotion
 - **Strategic Priorities:** STEM/Student outreach, promote careers in public works, networking opportunities

- **Expand YP recognition and exposure**
 - Continue partnering with MN chapter initiatives and communications to ensure YP events/opportunities are being seen
 - Establish a YP Award as part of annual conferences or similar platform
 - Continue publishing a quarterly YP spotlight on the chapter website and newsletter
 - **Strategic Priorities:** Promote careers in public works, networking opportunities

- **Expand membership and increase chapter involvement through YP's**
 - Generating recruitment materials and clear instructions for how to become a member (YP or student)
 - Continue refining process for new additions and successions from the YP Committee
 - Aid in connecting YP members with opportunities on APWA-MN Committees
 - **Strategic Priorities:** Promote careers in public works, networking opportunities

Committee Membership

- **Committee Leadership Positions**
 - **Director:** Sarah Schweiger
 - **Chair:** Cody Mathisen
 - **Vice Chair:** Ben Perkey
 - **Secretary:** Laura Wehr

Events Subcommittee (6)		
Position	Name	Additional Role(s)
Subcommittee Leader	Ben Perkey	YP Vice-Chair
Member #1	Jason Malecha	
Member #2	Katie Becker	
Member #3	Olivia Wycklendt	
Member #4	Logan Vlasaty	
Member #5	Claire Connelly	

Professional Development & Mentorship Subcommittee (5)		
Position	Name	Additional Role(s)
Subcommittee Leader	Sarah Schweiger	YP Exec. Committee Director
Member #1	Rachel Scheu	
Member #2	Rena Weis	E&T Committee Liason
Member #3	Sam Larson	Assists Stu. Chapter & Coms
Member #4	Charlie Fredericks	APWA YP National Liason

Communications Subcommittee (2)		
Position	Name	Additional Role(s)
Subcommittee Leader	Laura Weir	YP Secretary
Member #1	Kate Achenbach	

Student Chapters Subcommittee (3)		
Position	Name	Additional Role(s)
Subcommittee Leader	Cody Mathisen	YP Chair
UMN Chapter Rep	Justin Babcock	
UST Chapter Rep	Chloe Weber	

Mission

To engage young professionals within the Minnesota Public Works industry, expose them to the benefits of APWA-MN, and to provide them with an opportunity to become active in the chapter at both the Young Professional level as well as at the Chapter level.



Executive Committee Update
Matt Saam & Mark Hansen, Co-Chairs
Mark Hansen, Executive Committee Liaison

Conference Planning Committee

Date: January 15, 2025

Executive Committee Action Items

1. **Discussion Items**
 - a. NA
2. **Recommendations for Action/Vote**
 - a. NA

Committee Discussion Items and Updates

- Have set Spring Conference Planning Meeting dates. First meeting is this week. All meetings are hybrid (in-person location will be at the City of Apple Valley/virtual via Zoom) from 11am-1:30pm:
 - o January 13
 - o February 3
 - o February 24
 - o March 6
- Worked with the Volunteer Coordinator on a replacement Committee member for Jessa Trbojevich. Matt Huggins of Hennepin County will be coming back to the Committee!

2025 Committee Strategic Initiatives

- Strive to increase attendance to both the Fall & Spring Conferences, with a goal of 5%. This ties into the Chapter's Membership/Education strategic priority of providing conferences, networking opportunities, & educational offerings for its members.

Committee Membership

Chair: Matt Saam & Mark Hansen, Co-Chairs
Members: Jeannine Clancy, April Crockett, Mark Erichson, Beverly Farraher, Eric Fosmo, Nick Guilliams, Heidi Hamilton, Brad Henry, Matt Huggins, Chris LaBounty, Lucas Lortie, Mike Marti, John Mazzitello, Cristina Mlejnek, Toby Muse, Eric Nelson, Chris Petree, John Powell, Bridget Rief, Nina Stanley
EC Liaison: Mark Hansen

Mission

The Conference Planning Committee will plan, organize and manage spring and fall conference programs to provide quality and timely education and networking opportunities for Chapter membership.