



Education & Training Committee

Meeting Minutes August 24, 2022

1. Welcome/Introductions

2. **Committee Attendees:** Tim Plath, Dave Hutton, Deb Williams, Jeanine Reardon, Joe Wiita, Katherine Stanley, Mary Detloff, Mary Hurliman, Dale Reed, Kevin Schlangen, Mindy Carlson, Eric Johnson

3. Review/consider approval of June 1, 2022, Meeting Minutes

MOTION: Motion made by Dave Hutton seconded by Mary Hurliman, approving the minutes of the June 1, 2022, Education & Training Committee meeting. Motion carried.

4. Sub-Committee Updates

a) Fall Workshop – Winter Maintenance Operator Certificate (Mary Detloff)

- 2022 Offering
 - September 13-14 at the Plymouth Community Center.
 - Registration currently at 184 attendees (250 capacity) – 92 Tuesday and 92 Wednesday.
 - Only 3 Vendors have signed-up. After discussion with the Committee, it was decided to not have vendors this year and to shorten up the morning break to 30 minutes and the lunch to 60 minutes. This information will be updated online, and a new schedule will be sent to all attendees. Vendors will be notified of this cancellation by Mary.

b) UUCIS (Tim)

- 2022-2023 Offering
 - First session starts Friday October 7 at the Plymouth Community Center.
 - Registration so far 13 virtual and 12 in-person (25 capacity for each).
 - Committee member to try to recruit for more attendees.

c) Public Works Certificate (Tim, Dave)

- 2022-2023 Offering
 - First session starts Tuesday September 6 at the Plymouth Community Center.
 - Public Works Management and Communication course is full, Office and Professional Skills & Public Works Operations & Maintenance are nearing capacity.
 - All 5 instructors visited the site last week and all signed contracts have been returned. Approval still needed by the Executive Committee.

d) HR Essentials for Public Works (Tim)

- 2022-2023 Offering

- First session starts Thursday September 15 at Hamline University Minneapolis campus.
 - Registration so far is 10 (25 capacity)
- e) Executive Fellowship Program (Tim)
 - 2022-2023 Offering
 - First session starts Thursday September 8 at Hamline University Minneapolis campus.
 - Registration so far is 8 (12 capacity)
- f) Minnesota Fall Maintenance Expo (Mindy/Katherine)
 - 2022 Offering
 - October 5-6 at the St. Cloud Public Works Facility.
 - Registration is high and the Vendors are full.
- g) Roadway Maintenance Expo and Demo Day (Mindy and Katherine)
 - Currently looking at venues for next spring – Mankato is a possible location.
- h) LTAP Updates/Opportunities – None

5. Old Business (if applicable) - None

6. New Business - None

7. Next Meeting – February 2023 – Location TBD

- 8. MOTION:** Motion made by Dale Reed, seconded by Joe Wiita, to adjourn meeting. Meeting adjourned at 11:58 a.m. Motion carried.

Dated:

08/24/2022

By: Tim Plath

Future Events:

September 13-14, 2022 (APWA-MN Fall Workshop)

November 17-18, 2022 (APWA-MN Fall Conference)