



CENTRAL MINNESOTA Workforce Development Board

Community & Government Relations Committee

Mission: To develop and foster community and government relations while promoting the Workforce Development Board's interests and policies.

AGENDA

December 12, 2025

9:00 am–9:50 am

If attending in-person, attendance at CMJTS' Monticello office in conference room 150.

Please go to the board meeting page for all meeting materials and links to join meetings virtually:

<https://www.cmjts.org/cmjts-joint-powers-board-workforce-development-board-and-committee-meetings>

MEMBERS:

- | | |
|--|--|
| <input type="checkbox"/> Bob Voss, Co-Chair | <input type="checkbox"/> Commissioner Dan Whitcomb |
| <input type="checkbox"/> Lisa Zwart, Co-Chair | <input type="checkbox"/> Dr. Craig Johnson |
| <input type="checkbox"/> Dr. Brent Thompson | <input type="checkbox"/> Tim Truebenbach |
| <input type="checkbox"/> Commissioner Duane Anderson | <input type="checkbox"/> Denise Stewart |

STAFF:

- | | |
|---|---|
| <input type="checkbox"/> Michelle Johnson (CMJTS) | <input type="checkbox"/> CMJTS Business Services (rotation) |
| <input type="checkbox"/> Lori Kampa (CMJTS) | <input type="checkbox"/> Dina Wuornos (CMJTS - rotation) |

1. Call to order

2. Approval of the Consent Agenda

(A single motion and vote are taken on all items listed under the consent agenda. Items may be added or deleted at the request of committee chairs, staff, or partners.)

- a. Meeting Agenda*
- b. Previous Committee Meeting Minutes*

3. Old Business

- a. Follow-up from Allen Mavis presentation
- b. Board recruitment
 - i. Renville County
 - ii. McLeod County
 - iii. Chisago County
- c. Legislator connections
 - i. Feedback from Rep. Stauber's visit to Lakes and Pines – Stewart
 - ii. Template to contact legislators from Cate Duin (MAWB) – Wuornos
 - iii. Contact with Rep. Baker (Reg. 16B)
- d. By-laws Final Review for recommendation to WDB/JPB

4. New Business

- a. Plan a Day at the Capitol

Note: If you are unable to attend this meeting, please contact Lori Kampa at lkampa@cmjts.org or 763-496-5436

Upon request, this material can be made available in alternate formats.

Auxiliary aids and services are available upon request to individuals with disabilities by contacting 763.271.3700 or info@cmjts.org

b. What is going to be the focus for 2026?

c. Virtual events?

5. Business Service Coordinator Report

6. Future Agenda Items

a. January – will need to elect a co-chair or vice-chair

7. Adjournment

***Attachments**

Previous meeting minutes

CGR Goals and Action Plans

NEXT MEETING SCHEDULE

January 9, 2026

8:00 am	–	8:50 pm	CMJTS Operations Committee
9:00 am	–	9:30 am	LMI
9:40 am	-	10:50 am	Community & Government Relations Committee
9:40 am	–	10:50 am	Workforce Development Committee
11:00 am	–	12:15 pm	Workforce Development Board

NO MEETING IN FEBRUARY

All Meeting information and attachment information can be found:

CMJTS Joint Powers Board, Workforce Development Board, and Committee Meetings Page:

<https://www.cmjts.org/cmjts-joint-powers-board-workforce-development-board-and-committee-meetings/>

**COMMUNITY & GOVERNMENT RELATIONS (CGR) COMMITTEE
MINUTES**

October 10, 2025

Hybrid Meeting

MEMBERS PRESENT: Bob Voss (co-chair), Lisa Zwart (co-chair), Brent Thompson, Commissioner Duane Anderson, Denise Stewart, Commissioner Dan Whitcomb, Tim Truebenbach

MEMBERS ABSENT: Craig Johnson

STAFF PRESENT: Dina Wuornos, Michelle Johnson, Lori Kampa

GUEST PRESENT: Allen Mavis

The meeting was called to order at 9:10 am.

WELCOME/INTRODUCTION

CONSENT AGENDA

Motion: Zwart moved to approve the consent agenda. Seconded by: Whitcomb. Motion carried.

OLD BUSINESS

By-laws Revisions

- The committee asked for a comparison of the old by-laws and the revised by-laws to see changes. Wuornos said they were rewritten and it was not possible to compare. The motion from September 12, 2025 by Anderson and Johnson will be the final motion for approval to forward the by-laws to the attorney for review.

NEW BUSINESS

Presentation: Allen Mavis, Sr. Specialist, Workforce Development Training

- Minnesota Skills-Based Hiring Accelerator mini employer session
- Sessions will be held in our regions by invitation

NEXT AGENDA ITEMS

- Follow-up from presentation by Allen Mavis
- Board recruitment
- Legislator connection
- Golf tournament June 4, 2026

ITEMS FOR FUTURE MEETING AGENDAS

ADJOURN

Motion: Whitcomb moved to adjourn meeting. Seconded by: Anderson. Motion carried.

The meeting was adjourned at 10:00 am.



Attention Chairperson: Please be aware of our current administrative process for roll call voting.

- CMJTS administrative staff will prepare the roll call voting sheets and provide a printed copy prior to the meeting.
- The agenda items requiring a vote are included on the sheet and blank roll call sheets are behind them.
- Please assign an officer or another voting member to this task prior to the meeting.
- You do NOT need to write the full motion on the roll call sheet. The administrative support to the committee meeting will capture the motion.
- For each agenda item that requires a vote, after the motion is made, board members should be called out in alphabetical order and log each individual vote. Be sure to include if the member is absent.
- Immediately following the meeting, the roll call voting sheets should be given to the administrative staff, or if unavailable, another CMJTS staff member.

Roll Call Record

Date: _____

Motion: **Consent Agenda:** _____ **moved to approve the consent agenda. Seconded**
by _____

Name	Yes	No	Abstain	Reason for abstention
Anderson, Duane				
Johnson, Craig				
Stewart, Denise				
Thompson, Brent				
Truebenbach, Tim				
Voss, Bob				
Whitcomb, Dan				
Zwart, Lisa				

Roll Call Record

Date:_____

Motion: **To approve the Central Minnesota Jobs and Training Services, Inc. Amended and Restated By-Laws as presented by the attorney:**

_____ moved to approve. Seconded by _____

Name	Yes	No	Abstain	Reason for abstention
Anderson, Duane				
Johnson, Craig				
Stewart, Denise				
Thompson, Brent				
Truebenbach, Tim				
Voss, Bob				
Whitcomb, Dan				
Zwart, Lisa				

Roll Call Record

Date:_____

Motion: **Adjourn:**_____ moved to adjourn. Seconded by _____

Name	Yes	No	Abstain	Reason for abstention
Anderson, Duane				
Johnson, Craig				
Stewart, Denise				
Thompson, Brent				
Truebenbach, Tim				
Voss, Bob				
Whitcomb, Dan				
Zwart, Lisa				

Roll Call Record

Date:_____

Motion: _____

_____ moved to approve. Seconded by:_____

Name	Yes	No	Abstain	Reason for abstention
Anderson, Duane				
Johnson, Craig				
Stewart, Denise				
Thompson, Brent				
Truebenbach, Tim				
Voss, Bob				
Whitcomb, Dan				
Zwart, Lisa				

Roll Call Record

Date:_____

Motion: _____

_____ moved to approve. Seconded by:_____

Name	Yes	No	Abstain	Reason for abstention
Anderson, Duane				
Johnson, Craig				
Stewart, Denise				
Thompson, Brent				
Truebenbach, Tim				
Voss, Bob				
Whitcomb, Dan				
Zwart, Lisa				

Central Minnesota Workforce Development Board PY 2025–2026 Community & Government Relations Committee

FOUNDATIONAL

Guiding Principle

Strengthen central Minnesota communities by fostering open communication among stakeholders

Mission

Build strong community and government relationships while advancing the Workforce Development Board's priorities

Strategic Direction

Unite business, education, and community partners to advance workforce excellence

Targeted Stakeholders

Legislators and Educators

Economic Developers and Chambers

Business and Community at Large

OPERATIONAL

PRINCIPLES

SKILLED WORKFORCE

Basic Skills

Work-Readiness Skills

Occupational/
Credential Skills

INDUSTRY-DRIVEN STRATEGIES

Current Labor
Market Information

Drivers of Regional
Economy

Connections to
Industry

STRATEGIC PARTNERSHIPS

Business

Community

Education

Economic
Development

Workforce
Development

CONTINUOUS IMPROVEMENT

Measurable
Outcomes

Evaluation

Improvement
Strategies

FOCUS

Resources

- Increase public awareness of the CareerForce system for Central Minnesota Local Workforce Development Area 5 (LWDA 5) stakeholders.
- Advocate for employer labor market needs in LWDA 5.
- Share labor market analysis (e.g., DEED data) to support informed decision-making by LWDA 5 stakeholders.
- Promote Central Minnesota Jobs and Training Services, Inc. (CMJTS) through digital platforms, including social media.
- Track industry needs to align resources accordingly.

Industry and Workforce

- Facilitate dialogue on current and future workforce skill needs in LWDA 5.
- Support and evaluate CareerForce programs as needed.
- Connect businesses and jobseekers with CareerForce resources.
- Promote and educate about diverse labor pools (e.g., workers with disabilities, immigrants, older workers, justice-involved individuals) to reduce disparities and advance diversity, equity, and inclusion.
- Provide incumbent worker training to address evolving skill needs and support employee retention.

Influencers

- Develop and share information on WDB-designated targeted career pathway industries in LWDA 5 using the following networks:
 - Central Minnesota Workforce Development Board (WDB)
 - Chambers of Commerce
 - Civic organizations
 - Community-based organizations
 - Economic development authorities/commissions
 - Educators
 - Friends and family members
 - Job fairs/business expos
 - Policy
 - Federal, state, and local elected officials
 - Federal, state, and local workforce development agencies
 - Regional industry alliances/associations
 - CareerForce system

Board Drivers – Sectors

- Work with the Region 3 Leadership & Planning Board (R3LPB) on manufacturing and healthcare sector shortages.
- Continue review of sector strategies in:
 - Construction (transportation)
 - Natural Resources and energy (agriculture)
 - Professional and business services (information technology)