



**CENTRAL MINNESOTA
Workforce Development Board**

Workforce Development Committee

Mission: To provide leadership in connecting local/regional business, education, and economic development initiatives, as well as ensuring quality services in the CareerForce System or one-stop centers.

AGENDA

April 10, 2026

9:40 am–10:50 am

CMJTS’ Monticello office in conference room 126.

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"/> Mark Netzinger, Chair | <input type="checkbox"/> Merle Bobbitt |
| <input type="checkbox"/> Rebecca Nelson, Vice Chair | <input type="checkbox"/> Commissioner Jeanne Holland |
| <input type="checkbox"/> Rob Stark | <input type="checkbox"/> Lori Vrolson |
| <input type="checkbox"/> Melissa Ball-Warriner | <input type="checkbox"/> Trevor Turek |
| <input type="checkbox"/> Ian Weiss | |

STAFF:

- | | |
|---|---|
| <input type="checkbox"/> Leslie Wojtowicz (CMJTS) | <input type="checkbox"/> Business Services Staff (rotation) |
| <input type="checkbox"/> Joe Sharpe (CMJTS) | <input type="checkbox"/> Diane Johnson (CMJTS) |

GUESTS:

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PY2025-2026 Committee Goals and Action Plans

- Review industry clusters by region to determine if they are still viable. Look at: DEED to be proactive to enhance business expansion and create job growth.
 - 7E: Continue focusing on manufacturing, healthcare, and leisure and hospitality.
 - 6E: Continue focusing on manufacturing, agriculture, and healthcare.
 - 7W: Continue focusing on manufacturing, healthcare, ground transportation, energy, and construction.
- Support initiatives that focus on bringing broadband infrastructure to rural areas in LWDA 5 that are necessary for jobseekers and businesses to participate in everyday activities such as job search, education and training, accessible or remote work, health care, and staying connected.
- Outreach to businesses to inform them of what is available in the region by utilizing business service coordinators.
- Continue to gather data and bring in guest speakers for committee growth and development. Track the changes that are occurring that may affect economic workforce development.
- Investigate possible ways this committee could assist small businesses and the trades.

Five Industry Sectors: Manufacturing, Healthcare, Construction (transportation), Natural Resources and Energy (Agriculture), Professional and Business Services (Information Technology)

1. Call to order

Note: If you are unable to attend this meeting, please contact Diane Johnson at djohnson@cmjts.org or 763-340-0743

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 the front desk at 800-284-7425

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.

4. New Business

- a. Refocusing Our Purpose and Priorities – Wojtowicz

5. Business Member Recruitment Update – Wojtowicz and Sharpe

6. Business Services Update – Business Service Coordinator

6. Pulse of Private Industry Board Members (time permitting)

7. Future Meeting Agenda Items

8. Adjournment

***Attachment**

NEXT MEETING SCHEDULE

May 8, 2026

8:00 am – 8:50 am	Operations Committee
9:00 am – 9:50 am	Workforce Development Committee
9:00 am – 9:50 am	Community & Gov't Relations Committee
9:00 am – 9:50 am	Youth Committee
10:00 am – 11:50 am	Storytelling and Communications
12:00 pm – 12:50 pm	2024-25 Audit Presentation
1:00 pm – 4:00 pm	Storytelling and Communications

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/>

WORKFORCE DEVELOPMENT COMMITTEE MINUTES

March 13, 2026

MEMBERS PRESENT Rob Stark (chair), Rebecca Nelson (vice chair), Lori Vrolson, Commissioner Jeanne Holland, Melissa Ball-Warriner, Trevor Turek

MEMBERS ABSENT: Mark Netzinger, Ian Weiss, Merle Bobbitt

GUESTS PRESENT: Luke Greiner

STAFF PRESENT: Leslie, Wojtowicz, Tim Zipoy, Diane Johnson

The meeting was called to order at 9:05 am.

INTRODUCTIONS/WELCOME

APPROVAL OF THE CONSENT AGENDA

Motion: Holland moved to approve the consent agenda. Seconded by: Turek. Roll Call taken - Motion carried.

OLD BUSINESS

Identify and prioritize target employers for committee recruitment and propose potential speakers for upcoming meetings.

- Stark spoke with both Stellis Health and Aroplax, but not actively engaged with either.
- Stark will reach out to both Cassius and Guardian Angels.
- Stark suggested reaching out to someone in an IT role who would also be knowledgeable in ITreader to present to the committee.
- Zipoy suggested Mark Gill, Director of the Artificial Intelligence & Visualization Lab at St. Cloud State University as a potential presenter. He most recently presented at CMMA.
- Ball-Warriner has reached out to three business professionals in Kandiyohi County and suggested Steve Gardner, VP of Operations for Willmar Electric as a presenter and if interested, a potential new board member. She has also reached out to Christan Osendorf, President of SouthPoint Insurance in Willmar (they do not do medical insurance). She did give the packet of information.
- Stark and Holland offered to be a point of contact for potential new members to discuss the opportunities of being a board member.
- Nelson has reached out to a couple of people, but not IT related. The one she heard back from was from construction and agricultural construction.
- Continue networking in your communities as an opportunity to grow our board.

BUSINESS SERVICE UPDATE

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ADJOURNMENT

Motion: Holland moved to adjourn.



Please take some time before the April meeting to reflect:



Purpose: In your view, what should this committee primarily exist to accomplish?



Impact: Where can this committee make the biggest difference for employers and the regional workforce?



Focus: What should we:

- Stop doing?
- Start doing?
- Continue doing?



Priorities: Which of these areas do you believe are most important right now?

- Employer engagement
- Labor market intelligence
- Classroom & On-the-Job Training alignment with in-demand jobs
- Technology & system accessibility
- Marketing & visibility
- Economic development partnerships

Workforce Development Committee

Purpose & Strategic Realignment Session

Upcoming Discussion:

We will be engaging in a focused 30-minute working session to clarify our purpose, refocus priorities, and strengthen our strategic direction.

Why This Matters:

The Workforce Development Committee plays a critical role in:

- Aligning workforce strategies with employer needs
- Supporting regional economic growth
- Guiding effective use of workforce resources

As workforce needs evolve, it's important that our work remains focused, relevant, and high-impact.

Come Prepared to Share

Central Minnesota Workforce Development Board 2025-2026 Workforce Development Committee Strategic Plan

FOUNDATIONAL

Guiding Principle

To actively engage, support, and cultivate all industries across the entire economy and selected targeted industries in Central Minnesota to effectively sustain business and industry, jobs, and communities by providing visionary and collaborative leadership and strategic investment of significant resources.

Mission

To provide leadership in connecting local/regional business, education, and economic development initiatives, as well as ensuring quality services in the CareerForce Center system or one-stop centers.

Strategic Direction

Develop and attract a skilled and diverse workforce for targeted industry sectors by communicating broadly to jobseekers and other influencers via coordinated marketing approach to share information about interaction between job requirements and degree requirements and the future needs in the workforce.

Targeted Occupations

Identifying “in demand” occupations and employment projections through use of data about employment by location, labor supply and demand, earnings, unemployment, and demographics of the labor force to help employment specialists and their jobseekers find relevant training opportunities to fill skills gaps, address skills shortages in the current economy, and anticipate employer need for trained workers in the listed fields.

Targeted Industries

Region 6E
Manufacturing, Healthcare, Agriculture

Region 7W
Manufacturing, Ground Transportation, Energy,
Healthcare, Construction

Region 7E
Manufacturing, Healthcare, Leisure and Hospitality

OPERATIONAL

PRINCIPLES

SKILLED WORKFORCE	INDUSTRY-DRIVEN STRATEGIES	STRONG COLLABORATIONS	RESOURCES ALIGNMENT	CONTINUOUS IMPROVEMENT
<ul style="list-style-type: none"> Basic Skills Work-Readiness Skills Occupational Skills IT Fundamentals 	<ul style="list-style-type: none"> Labor Market Information Drivers of Region Economy Connections to Industry 	<ul style="list-style-type: none"> Business Community Economic Development 	<ul style="list-style-type: none"> Education (Build Capacity) Workforce Development 	<ul style="list-style-type: none"> Measurable Outcomes Evaluation Improvement Strategies

FOCUS

Youth

- Support career exploration opportunities:
 - Job shadow
 - Pre-apprenticeship
 - Internship
- Support work experience opportunities.
- Support the WDB Youth Committee initiatives to address the employment, training, education, and support service needs of young and emerging adults.

Jobseekers

- Support training that prepares to compete for demand occupations:
 - Basic Skills
 - Pre-vocational and Adult Career Pathways training
 - Occupational (credentialed)
 - On-the-job training
 - Grants for training
- Provide job search services and connection to area employers (further clarification).
- Support strength-based approach to case management that helps jobseekers effect change and overcome challenges or barriers to employment.

Industry

- Offer honest dialog on current and future worker needs for the variety of occupations each employer represents.
- Support and provide critiques of programs of the CareerForce Center.
- Connect employers with resources of the CareerForce Center outside of the targeted industries in Local Workforce Development Area 5 (LWDA 5).
- Employer resources, training, and support
- Incumbent Workers
 - Assessment
 - Ongoing training
- Educate employers and encourage commitment to diversity, equity, and inclusion in hiring and workplace practices.

Influencers

- Develop, distribute, and present LWDA 5 targeted-industry and workforce-needs educational materials, using the following LWDA 5 networks:
- Economic Development Authorities
 - Chambers of Commerce
 - Civic organizations
 - Regional industry alliances/association
 - Job fairs/business expos
 - CareerForce Center system
 - Family members
 - Educators
 - Policy
 - Department of Employment and Economic Development (DEED)
 - Workforce Development Board
 - Elected officials