



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

September 11, 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:

- | | |
|---|--|
| ☐ Ian Weiss, Chair | ☐ Merle Bobbitt |
| ☐ Trevor Turek, Vice Chair | ☐ Commissioner Jeanne Holland |
| ☐ Rob Stark | ☐ Lori Vrolson |
| ☐ Melissa Ball-Warriner | ☐ Trevor Turek |
| ☐ Stephanie Hanson | ☐ Lezlie Sauter |
| ☐ Rebecca Wierschke | ☐ Megan Jarvie |
| ☐ Brian Fleming | |

STAFF:

- | | |
|---|---|
| ☐ Leslie Wojtowicz (CMJTS) | ☐ Joe Sharpe (CMJTS) |
| ☐ Diane Johnson (CMJTS) | ☐ Rebecca Perrotti (CMJTS) |
| ☐ Tim Zipoy (CMJTS) | |
| ☐ Bridget Paulson (CMJTS) | |

GUESTS:

- | | |
|--------------------------|--------------------------|
| ☐ | ☐ |
| ☐ | ☐ |

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)

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

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.

4. New Business

a. Review Local Plan * [Link to Local and Regional Plan](#) (Motion to Approve)– Wojtowicz and Sharpe

b. CMJTS Employer Services Board Training – Wojtowicz and Sharpe

c. Business Outreach Update from Seasoned Members

6. Business Member Recruitment Update – Wojtowicz and Sharpe

7. Business Services Update – Business Service Coordinator

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

9. Future Meeting Agenda Items

10. Adjournment

***Attachment**

NEXT MEETING SCHEDULE

October 9, 2026

8:00 am – 8:50 am	CMJTS Operations Committee
9:00 am – 9:50 am	Workforce Development Committee
9:00 am – 9:50 am	Community & Gov't Relations Committee
10:00 am – 10:50 am	Workforce Development Board
11:00 am – 11:45 am	LMI Presentation
11:45 am –12:30 pm	Guest Speaker
12:40 pm –1:30 pm	Joint Powers Board

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

June 12, 2026

MEMBERS PRESENT	Mark Netzing (chair), Rebecca Nelson (vice chair), Rob Stark, Melissa Ball-Warriner, Merle Bobbitt, Commissioner Jeanne Holland, Lori Vrolson, Trevor Turek, Ian Weiss
MEMBERS ABSENT:	Merle Bobbitt
STAFF PRESENT	Joe Sharpe, Leslie Wojtowicz, Bridget Paulson, Tim Zipoy, Diane Johnson
GUESTS PRESENT	Megan Jarvie (Guardian Angels), Rebecca Wierschke, Stephanie Hanson, Brian Fleming, Lezlie Sauter

The meeting was called to order at 9:03 am

INTRODUCTIONS/WELCOME

APPROVAL OF THE CONSENT AGENDA

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

OLD BUSINESS

- None

NEW BUSINESS

WFD Committee Officer Elections

Motion: Stark moved to approve Weiss for Chair. Seconded by: Holland. Roll Call taken - Motion carried.

Motion: Holland moved to approve Turek for Vice Chair. Seconded by: Stark. Roll Call taken - Motion carried.

WFD Committee New Member Elections

Motion: Stark moved to approve Megan Jarvie for a two-year term effective July 1, 2026, through June 30, 2028. Seconded by Holland. Roll Call taken - Motion carried.

Motion: Weiss moved to approve Brian Fleming for a two-year term effective July 1, 2026, through June 30, 2028. Seconded by Vrolson. Roll Call taken - Motion carried.

Assign Mentors for Megan Jarvie and Brian Fleming

- Stark will mentor both Jarvie and Fleming. He will work with CMJTS staff to provide virtual training for newer committee members.

Recognition of Mark Netzing Retirement

- CMJTS staff and committee members thanked Netzing for his commitment to serve and he thanked the committee for allowing him to serve.

NEW BUSINESS

Setting Committee Goal Benchmarks for the Next 12 Months – Wojtowicz/Sharpe

- The committee aims to provide new members with the tools, resources, and confidence needed to effectively engage with businesses. Sharpe and Wojtowicz will provide program and service information in simple language that will be easy for everyone to understand.

- Seasoned members will conduct outreach to one or two businesses to introduce the services that CMJTS provides at a time to be determined.

BUSINESS SERVICE UPDATE

- None

ADJOURNMENT

Motion: Holland moved to adjourn. Seconded by: Turek.

LWDA 5 Local Plan — Comparison of 2024 Original vs. Biennial Update (08/27/26)

This document summarizes substantive changes between the original CMJTS WIOA Local Plan and the "Local Plan 2024 Final Update" (dated 08/27/26). Grammatical edits, minor rewording, and formatting-only changes are not included. Entries are grouped by the plan section in which the change appears.

Section	Original Language	Updated Language	What Changed
A.1 - Strategic Vision	The CMJTS Workforce Development Board's (WDB) strategic vision for preparing a skilled workforce involves a comprehensive approach to addressing the labor market's current and future needs within Local Workforce Development Area 5 (LWDA). [No reference to the state's "One Minnesota" vision or federal Golden Age/AI strategy.]	Adds: "This vision supports the state's One Minnesota Workforce Development Vision - a healthy economy where all Minnesotans have equitable access to a workforce development system that is responsive to employer needs and leads to good jobs with family-sustaining wages..."	New paragraph explicitly ties the local vision to the state's "One Minnesota Workforce Development Vision" and commits to ensuring all Minnesotans in LWDA 5 can access services regardless of where they live.

Section	Original Language	Updated Language	What Changed
A.1 - Labor Market Analysis Basis	[No mention of refresh methodology, national talent strategy, or AI.]	Adds: "This analysis is refreshed using current labor market information (LMI) to reflect post-pandemic shifts... consistent with the U.S. Departments of Labor and Education's 'America's Talent Strategy: Building the Workforce for the Golden Age' and its Five Strategic Pillars... including the accelerating role of Artificial Intelligence (AI) across regional industries..."	New content ties local labor-market analysis to a specific federal strategy document and its five pillars and adds AI as an explicit factor in reassessing sectors and training investments.

Section	Original Language	Updated Language	What Changed
A.1 - Priority / Target Populations	"...committed to providing targeted support for disadvantaged populations. This includes low-income individuals, BIPOC, LGBTQ+, people with disabilities, and other underserved and disenfranchised populations."	"...committed to providing targeted support for individuals with barriers to employment. This includes low-income individuals, veterans, people with disabilities, individuals with criminal histories, individuals experiencing homelessness, and other underserved and disenfranchised populations."	BIPOC and LGBTQ+ are removed as named priority populations. Veterans, individuals with criminal histories, and individuals experiencing homelessness are added. The framing shifts from "disadvantaged populations" to "individuals with barriers to employment."

Section	Original Language	Updated Language	What Changed
A.1 - Federal Compliance Statement	[Not present.]	Adds: "Consistent with federal expectations under WIOA and current U.S. Department of Labor guidance (TEGL 07-25), this vision aligns local strategy with the federal government's expected outcomes... AI-informed service delivery and Registered Apprenticeship expansion under Executive Orders 14277 and 14278. All CMJTS and partner activities are administered in a manner consistent with applicable federal civil rights law and Executive Orders 14151, 14168, 14173, and 14190; the WDB and its subrecipients do not operate programs based on race-, sex-, or other protected-class-based preferences."	Entirely new paragraph citing TEGL 07-25 and four named Executive Orders, and explicitly stating CMJTS does not operate programs based on race-, sex-, or other protected-class-based preferences – the current administration's nondiscrimination/anti-preference assurance, not present in the original.

Section	Original Language	Updated Language	What Changed
A.5 - Best Practice / I-WE Initiative	"...our Inclusive Workforce Employer (I-WE) employer designation initiative. I-WE focuses on closing demographic disparities or gaps within sectors through employer commitment to DEI activities... inspires individuals from diverse backgrounds to envision pathways to enter and succeed in high-demand industries... ensure local employers can provide for a workforce where all individuals have equal opportunities to participate and succeed."	"...a shared employer engagement initiative designed to help local businesses close sector-level skills and staffing gaps. This initiative connects participating employers with the full pool of qualified local talent through outreach and hiring practices consistent with skills-based selection and applicable civil rights law... ensure local employers can build a qualified, high-performing workforce where all individuals have equal opportunity to participate and succeed on the basis of skills."	The I-WE initiative is reframed from a DEI/demographic-disparity designation program to a skills-based, merit-based employer engagement initiative. References to "DEI activities," "diverse backgrounds," and demographic disparities are removed in favor of "skills-based selection" and civil-rights-law compliance language. "Cultural-competency training" language is narrowed to "workplace communication and cultural-competency training."

Section	Original Language	Updated Language	What Changed
A.6.a - Sector Comparison Methodology	[No citation to WIOA section or note on data currency.]	Adds: "This comparison is grounded in current DEED labor market information and is updated to reflect post-pandemic changes in the region's growing and declining industries, in-demand occupations, and workforce demographics, as required by section 102(c)(3)(A) of WIOA and	New paragraph adds a statutory citation and an explicit statement that data has been refreshed to reflect current (not pre-pandemic) conditions.

		current federal planning guidance. The WDB reviews this data with its LMI directors to ensure the sectors of focus and related training investments reflect present, not pre-pandemic, conditions."	
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Section	Original Language	Updated Language	What Changed
A.6.b - Employment Characteristics Table (Table 10)	Table 10 data is dated 2022 and covers Region 6E, Region 7E, and Region 7W (three separate tables using 2022 labor force, participation, unemployment, race/ethnicity, veteran, disability, and educational-attainment figures).	Table 10 data is dated 2024, with the same regional/demographic breakdowns (Region 6E, 7E, 7W) updated to current figures, and adds a new "Employment Characteristics by Gender" breakout not present in the original tables.	Underlying labor-market data updated from 2022 to 2024 across all three regions; a new gender-based employment characteristics breakdown has been added that did not exist in the original tables.

Section	Original Language	Updated Language	What Changed
A.8 - IIA / BIL-CHIPS-IRA Workforce Preparation	"We are at the early stages of these initiatives... Our aim is to create education and training opportunities, particularly for underserved communities and populations disproportionately affected by economic disparities. This transformative initiative may involve providing financial assistance, scholarships, and support services..."	"Infrastructure, semiconductor, and energy-related capital investment continues in the region under these statutes... Consistent with current federal direction, our primary focus is aligning workforce preparation with the skilled trades, domestic manufacturing, and energy production needs these projects create rather than treating this as a standalone equity-focused initiative."	The framing shifts from an early-stage, equity/underserved-population-focused initiative to an active, skilled-trades/manufacturing-focused initiative explicitly stated to NOT be treated as a standalone equity-focused effort.

Section	Original Language	Updated Language	What Changed
A.8 - Executive Orders / Workforce Pell / AI	[Not present.]	Adds two new paragraphs citing Executive Order 14278 ("Preparing Americans for High-Paying Skilled Trade Jobs of the Future") for expanding Registered Apprenticeships in welding, pipefitting, masonry, and concrete finishing, tracking Workforce Pell Grant-eligible training, and Executive Order 14277 ("Advancing Artificial Intelligence Education for	New commitments tied to two specific 2025-era Executive Orders: expansion of Registered Apprenticeships/skilled trades and new AI-literacy programming for youth/adult training and Business Service Coordinators.

		American Youth") for building AI literacy into career pathways.	
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Section	Original Language	Updated Language	What Changed
A.8 - Access to STEM/Youthbuild Training	[No statement on access criteria.]	Adds: "Access to these training opportunities is based on skills, interest, and labor market need rather than demographic targeting."	New sentence explicitly disclaiming demographic targeting for access to STEM/Youthbuild training opportunities.

Section	Original Language	Updated Language	What Changed
A.8 - CMMA Board Membership Description	"CMMA membership includes components of clean energy, transportation, and medical device industries."	"CMMA membership includes manufacturers, distributors and suppliers, metalworking and fabrication, and other innovative manufacturing sectors."	The described membership composition of CMMA shifts away from clean energy/transportation/medical device industries toward core manufacturing, metalworking, and fabrication sectors.

Section	Original Language	Updated Language	What Changed
A.8 - Clean Energy / Ethanol Bullet	"CMJTS supports clean energy and domestic energy initiatives by supporting the agriculture-based economy in our service area. Ethanol production, solar and wind energy are examples of domestic energy production that CMJTS supports."	[Bullet removed entirely.]	This entire bullet on ethanol, solar, and wind energy support has been deleted from the updated plan.

Section	Original Language	Updated Language	What Changed
A.8 - Power Up Grant Bullet	"CMJTS Power Up grant" (listed as a standalone bullet).	[Bullet removed entirely.]	Reference to the CMJTS Power Up grant has been removed.

Section	Original Language	Updated Language	What Changed
A.8 - Hiring Events / Career Expos	"CMJTS hiring events and career expo's target and include employers in	"CMJTS hiring events and career expos target employers in industries engaged in domestic	The reference to "Invest in America" initiatives is replaced with more general language about

	industries that are engaged in Invest In America initiatives."	infrastructure, energy, and manufacturing investment."	domestic infrastructure, energy, and manufacturing investment.
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Section	Original Language	Updated Language	What Changed
B.2 - TANF/Public Assistance Programs Listed	"...TANF public assistance programs, including DWP, MFIP and SNAP, DEED Job Service, Adult Basic Education, and Vocational Rehabilitation Services."	"...TANF public assistance programs, including MFIP and SNAP E&T, DEED Job Service, Adult Basic Education, and Vocational Rehabilitation Services."	DWP (Diversionary Work Program) is no longer listed among the TANF public assistance programs referenced; SNAP is renamed "SNAP E&T."

Section	Original Language	Updated Language	What Changed
B.4 - Hours of Operation	"The current hours of operation at our comprehensive CFL and affiliate sites are from 8 am to 4:30 pm, Monday through Friday."	"The current hours of operation at our comprehensive CareerForce Center are from 8 am to 4:30 pm, Monday through Friday; affiliate sites have varied hours of services to meet the community needs."	Uniform 8 am–4:30 pm hours previously applied to both the comprehensive center and affiliate sites; the updated plan now states affiliate sites have varied hours rather than the same fixed schedule.

Section	Original Language	Updated Language	What Changed
B.17 - Affirmative Outreach Strategy	"To help with participant access and to reduce cultural barriers, CMJTS provides ongoing training to its staff, makes applications available in English, Somali, and Spanish, and uses interpreters as needed. Staff target their outreach at community events... booths at county fairs, Veterans or Pride events or presentations, and disability service events."	"CMJTS's outreach strategy is designed to ensure that all eligible individuals in the region, regardless of race, sex, color, religion, national origin, age, or disability, are aware of and can access CMJTS programs and services on an equal basis... Staff conduct outreach at a broad range of community events open to the public, including booths at county fairs, Veterans events and presentations, and disability service events, to ensure equal awareness of and access to services across the region."	"Pride events" is removed from the list of outreach venues. The stated purpose of outreach shifts from "reducing cultural barriers" to ensuring "equal awareness" on a nondiscrimination basis, with an explicit list of protected classes.

Section	Original Language	Updated Language	What Changed
B.17 - Intercultural Development Inventory / DEI Training	"Staff participated in a poverty simulation, attended Bridges out of Poverty training, reviewed	"Staff training supporting this work includes poverty simulation, Bridges out of Poverty training, disability-service	The Intercultural Development Inventory assessment and individual cultural-competence debriefing/planning

	modules for working with individuals with disabilities... All staff and board members have taken the Intercultural Development Inventory assessment. Each person is in the process of receiving an individual debriefing and a plan to increase their cultural competence."	modules available on Workforce GPS, training on serving justice-involved ('second-chance') individuals, and customer-service and communication-skills training to ensure all jobseekers and employers are served professionally and consistently."	process is removed entirely and replaced with general customer-service/communication-skills training.
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Section	Original Language	Updated Language	What Changed
B.17 - Nondiscrimination / Anti-Preference Statement	[Not present.]	Adds: "All outreach, recruitment, and staff training described above are administered in a manner consistent with Title VI of the Civil Rights Act, Section 188 of WIOA, and applicable Executive Orders on nondiscrimination (including Executive Orders 14151, 14168, 14173, and 14190). CMJTS does not use race, sex, or other protected-class-based preferences, quotas, or targets in recruitment, hiring referrals, or service delivery; all individuals are served based on eligibility, need, and qualifications."	New compliance assurance explicitly disclaiming the use of race-, sex-, or protected-class-based preferences, quotas, or targets - not present in the original plan.

Section	Original Language	Updated Language	What Changed
B.17 - I-WE / Employer Engagement Description	"CMJTS is co-leading the Inclusive Workforce Employer (I-WE) designation in central Minnesota... The I-WE Goal is to reduce disparities and raise awareness of diversity, inclusion, value, and equity in the workplace. By creating a designation to recognize central Minnesota employers committed to advancing DEI in their workplace cultures..."	"CMJTS is co-leading a regional employer engagement initiative in central Minnesota... that helps employers close sector-level skills and staffing gaps and expand their applicant pools by connecting them with the full range of local talent, using outreach and hiring practices consistent with merit-based selection and applicable civil rights law. This initiative recognizes central Minnesota employers who build a qualified, high-performing workforce..."	The I-WE program's stated goal changes from reducing disparities / advancing DEI to closing skills and staffing gaps through merit-based selection - consistent with the parallel change made in Section A.5.

Section	Original Language	Updated Language	What Changed
B.18 - One-Stop Partner Integration	[Not present.]	Adds: "Like every local area, LWDA 5 has pockets of promising practice and	New paragraph acknowledging that partner services currently operate as disconnected "silos

		expertise that can otherwise operate as silos of excellence, valuable on their own but disconnected from one another. Consistent with WIOA's emphasis on integration of services and the state's direction to break down silos across workforce partners, the WDB and its one-stop partners are working to ensure these strengths function as one seamless system rather than separate, disconnected efforts..."	of excellence" and committing to integrate them into a single, seamless system.
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Section	Original Language	Updated Language	What Changed
B.21 - MOU / Infrastructure Funding Agreement Status	"LWDA 5 is in the final stages of completing its MOU and the Infrastructure Funding Agreement."	"LWDA 5, administered by CMJTS, maintains a finalized Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA) developed across its core partners, updating them on a three-year cycle or as operational needs require."	The MOU/IFA status changes from "in the final stages of completing" to "finalized," with a new stated three-year update cycle.

Section	Original Language	Updated Language	What Changed
B.22 - Infrastructure Funding Compliance Process	"...Each partner will support providing services... through cash, non-cash contributions, or third-party in-kind contributions... The WDB has a standing committee of the board, the Operations Committee, which addresses Infrastructure Funding Agreements (IFA)... If differences exist, the core partners are invited to the Operations Committee to report information and express disputes. In addition..., the CMJTS WDB has a Finance Committee that, when convened, can address discrepancies in the IFA and report back to the Operations Committee."	"The LWDA 5 MOU defines partner roles and requires contributions under the Infrastructure Funding Agreement, with the WDB Operations Committee conducting quarterly audits using DEED valuation tools, including proportionate use, relative benefit, and an allocation methodology based on partner square footage, to ensure compliance... the WDB provides proactive technical assistance and uses a formalized, tiered escalation matrix to resolve resource discrepancies and non-compliance... Partner budgets are periodically audited against actual costs to maintain equity."	A new, more formal compliance process is described: quarterly audits using specific DEED valuation tools (proportionate use, relative benefit, square-footage-based allocation) and a "formalized, tiered escalation matrix." The separate Finance Committee dispute-resolution process referenced in the original is no longer described.

Section	Original Language	Updated Language	What Changed
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B.24 - Competitive Sub-Grant / Contract Process	"CMJTS is the administrative entity, fiscal agent, and grantee for WIOA Title I activities in LWDA 5. Grants are awarded, and contracts result from a JPB Agreement between the eleven counties within LWDA 5. The CMJTS chief executive officer serves as staff to the CMJTS LWDB."	Adds detail that "The majority of WIOA Title I activities and services in LWDA 5 are delivered directly through CMJTS, with minimal reliance on sub-grantee contracts," and describes a structured vetting process for any sub-grantee based on four criteria: Risk, Years of service delivery, Reputation, and Specialized programming.	New, detailed sub-grantee vetting criteria are added where none existed before.
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Section	Original Language	Updated Language	What Changed
B.25 - Disbursal of Grant Funds / Liability	"...the chief elected official in LWDA 5 shall serve as the local grant recipient and shall be liable for any misuse of the grant funds allocated to the local area. The current Joint Powers Board (JPB) Agreement... designates that CMJTS is responsible for receiving grant funds..."	"CMJTS serves as the administrative entity, fiscal agent, and grantee for WIOA Title I activities... As fiscal agent, CMJTS is responsible for receiving, managing, and disbursing WIOA Title I funds... The CMJTS Executive Director serves as staff to the CMJTS Local Workforce Development Board (LWDB), ensuring that fiscal disbursement activities remain aligned with board policy and direction."	The statement that the chief elected official "shall be liable for any misuse of the grant funds" is removed. The staff title referenced changes from "chief executive officer" to "Executive Director."

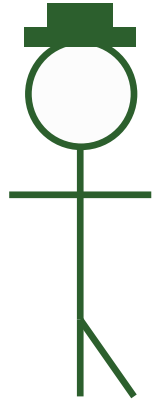
Section	Original Language	Updated Language	What Changed
B.27 - High-Performing Board Criteria	"Establish Inclusive Criteria: Develop criteria for board membership that prioritize diversity in terms of race, ethnicity, gender, age, disability status, socioeconomic background, geographic location, and professional expertise. Ensure that these criteria are clearly outlined in the board's bylaws..."	"Establish Skills-Focused Criteria: Develop board membership criteria centered on qualifications, professional expertise, relevant experience, and demonstrated skills that advance the organization's mission. Consider a broad range of perspectives - including varied professional backgrounds, industry experience, geographic location, organizational tenure, and subject-matter expertise..."	Board membership criteria shift from an explicitly diversity-based framework (race, ethnicity, gender, age, disability status, socioeconomic background) to a skills- and qualifications-based framework.

Section	Original Language	Updated Language	What Changed
B.28 - Vacancy-Filling Policy, Opening Statement	"Our commitment to diversity in the Workforce Development Board membership is not just a goal but a fundamental principle. It is a key driver for promoting inclusivity and effectively representing the	"When a vacancy arises, the WDB proactively engages with our local communities through targeted outreach efforts..."	The opening statement affirming diversity as a "fundamental principle" of board membership is removed; the section now opens directly with the outreach process.

	needs of our diverse communities. When a vacancy arises..."		
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Section	Original Language	Updated Language	What Changed
B.28 - Vacancy-Filling Policy, Closing Statement	"...The WDB believes that this process, guided by our commitment to diversity and inclusivity, leads to the best outcomes for our board and the communities we serve."	"...The WDB believes that this process leads to the best outcomes for our board and the communities we serve."	The phrase "guided by our commitment to diversity and inclusivity" is removed from the closing statement.

Section	Original Language	Updated Language	What Changed
C.16 - On-the-Job Training (OJT) Wage Reimbursement	"Through OJT funding, up to 75% of the participant's wages may be reimbursed to the employer to offset the expense of training a less skilled or experienced employee."	"Through OJT funding, up to 50% of the participant's wages may be reimbursed to the employer to offset the expense of training a less skilled or experienced employee."	The maximum OJT wage-reimbursement rate to employers is reduced from 75% to 50% of participant wages.



CMJTS Employer Services

A Bite-Sized Board Orientation

Central Minnesota Jobs and Training Services, Inc.

What we do

How it works

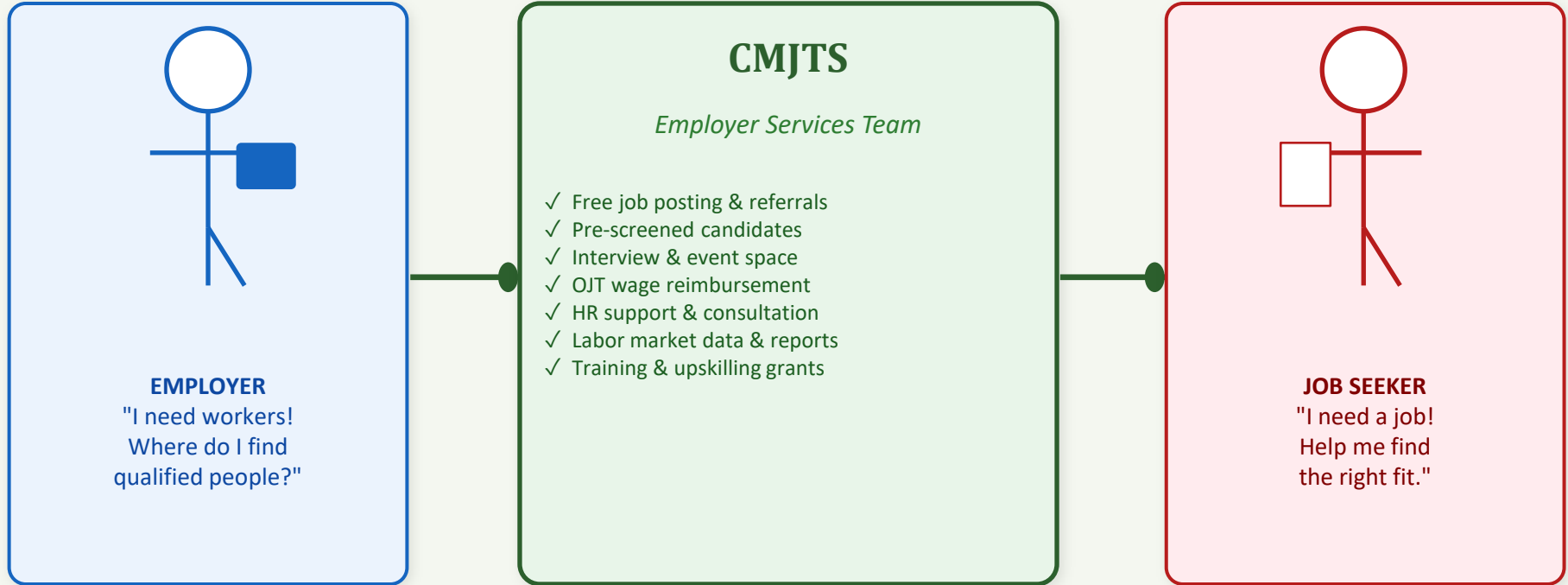
Grants & training

Your role as board



What Are Employer Services?

Slide 1 of 5



💡 Bottom line: CMJTS is a FREE matchmaker AND HR support partner for employers across 11 Central Minnesota counties — funded by federal WIOA dollars, state funds, and additional foundational grants.

Our 11-County Service Area

Slide 2 of 5

Central Minnesota Jobs and Training Services, Inc. — Serving employers & job seekers across:

 **Chisago**

 **Isanti**

 **Kanabec**

 **Kandiyohi**

 **McLeod**

 **Meeker**

 **Mille Lacs**

 **Pine**

 **Renville**

 **Sherburne**

 **Wright**

11

Counties Served

~500K

People in Service Area

Free

To All Employers

Job Posting & Screening



Free job listings on CareerForce.com job board + pre-screened candidate referrals sent directly to you from CMJTS Talent Portal

Hiring Events



CMJTS organizes and co-hosts job fairs, hiring events, and on-site recruitment at your location, or CMJTS locations

Labor Market Data



Local wage surveys, occupation outlooks, and regional hiring trends to inform your HR strategy

Interview Space



Use CMJTS Centers for interviews, orientations, or new hire paperwork — no cost (intermittent use only)

Consultation Services



Staff can help with job description writing, onboarding checklists, and connecting to legal/HR resources

Rapid Response



Facing layoffs or restructuring? CMJTS provides transition planning and outplacement services



Tip for board members: Employers who don't know about these services are leaving free support on the table. Share this slide!

NEW HIRE TRAINING SUPPORT

On-the-Job Training (OJT)



Reimburse up to 50% of new hire wages while you train them.
Average award: \$3,000–\$8,000 per employee.

Customized Training Grants



Employer-designed training programs. CMJTS funds the cost.
You set the curriculum around YOUR needs.

Work Experience / Internships



Subsidized work experience for WIOA participants. Employer pays nothing — CMJTS covers wages.

UPSKILLING EXISTING EMPLOYEES

Talent Development Program (TDP)



Grants for training your CURRENT employees. Prevents layoffs & keeps your workforce competitive. Up to 50% cost share.

Sector-Based Training



CMJTS partners with MN colleges & trade schools on healthcare, manufacturing, and construction training programs.

Digital Skills & Certifications



Support for workforce tech training — software, cybersecurity, digital literacy, and industry certifications.

Key fact: Talent Development Program(TDP) grants are one of the most underused resources in MN. If you have employees who need new skills to avoid layoffs or meet new technology demands — CMJTS can help fund it.

Why Does the Board Matter?

Slide 5 of 5

Connector

Introduce CMJTS to employers you know in your county

Advisor

Tell staff what skills & grants local employers need most

Champion

Spread the word at Chamber, HR groups & industry events

Grant Scout

Alert businesses to OJT & IWT funding they qualify for



By law, a majority of board members must be private-sector employers — your business voice shapes how CMJTS serves all 11 counties.

Your Action Checklist

Take at least ONE action this quarter:

☐

Name 2 businesses in your county that struggle to find workers

(Reach out this week — a simple text intro is enough!)

☐

Ask a local employer if they know about OJT or Talent Development Program Training grants

(Most will say "What grants?!" — that's your opening.)

☐

Mention CMJTS at your next Chamber, HR group, or industry meeting

("Did you know there's a free hiring and training resource for local businesses?")

☐

Connect an employer to CMJTS for a free employer consultation or job posting

(Forward their contact to the CMJTS employer services team)