

Meeting Minutes: Apprenticeship Advisory Board

Date: April 10, 2025

Prepared by: Nou Yang

Location: In person in the Minnesota, Department of Labor and Industry and online via Microsoft Teams

Attendance

Members Present:	DLI Staff Present:	Visitors Present:
<ul style="list-style-type: none"> • Mary Berg • Tom Dicklich • Erin Larsen • Norma Miller • Sarah Paul • Dienna Sabol • Melissa Stachovich • Sophie Thaden 	<ul style="list-style-type: none"> • Lyla Brown • Adam Case • Vicky Castorena • Naomi Cowan • Annie Jenkin • LaRohn Latimer • Darcus Mitchell • Paul Nikstad • Grace Ouellette • Jeremy Parker • Leslie Philmon • Meghana Shroff • Nou Yang 	<ul style="list-style-type: none"> • Dwayne Benson • Mary DesJarlais • Dillion Donnelly • Dave Dressler • Megan Fink • Kim Frontzak • Tim Gareia • Sheila Getz • Bruce Hanstad • Kimberly Johnson • Nick Judge • Christy Kuehn • Gary Larsen • Dan McGuire • Ryan Mulso • Jess Niebuhr • Chris Palmer • Ashley Rinn • Greg Schnipke

Agenda items:

1. Call to order

- The meeting was called to order by Tom Dicklich at 1:30 p.m. Roll call was taken by Erin Larsen and a quorum was declared.

2. Approval of agenda

- A motion was made, seconded, and carried to approve the Apprenticeship Advisory Board Meeting agenda for April 10th, 2025.

3. Approval of drafted meeting minutes

- A motion was made, seconded, and approved for the January 9th, 2025, board meeting minutes.

4. Board member updates

- Board member updates
 - Tom Dicklich shared a cohort of 115 apprentices will be graduating from Minnesota Building Trades pre-apprenticeship program administered through Building Strong Communities.
 - Norma Miller reported several of her clients will soon be joining apprenticeship programs.
 - Sophie Thaden reported a 33% increase in applicants in pipe trades apprenticeship programs.
 - Mellisa Stachovich announced the approval of MREA's apprenticeship standards.
 - Sarah Paul expressed enthusiasm about learning from other long-standing industries and its relationship to registered teacher apprenticeships. She noted there are currently 50 registered teacher apprentices and over 90% of the apprentices are on track to complete.

5. LEAP Grant

- Sarah Shapiro, Career Development Counselor shared information on the Karen Organization of Minnesota's LEAP program.
 - A pre-apprenticeship program for career seekers
 - Program started 2018
 - Funded by LEAP and DEED

6. Apprenticeship Program Development

- Leslie Philmon, Senior Field Representative from Minnesota Department of Labor and Industry provided an update on program development.
 - New programs
 - Qualus Service LLC (Utilities) – Relay Technician
 - KMC Electric (Construction)- Electrician

- Minnesota Rural Electric Association (Utilities) – Electrical line worker
 - Polar Semiconductor (Manufacturing) – Equipment Maintenance Technician
- Program development highlights
 - Accelerator meetings
 - Standards revisions
 - Updated provisional to permanent policy

7. New Program Highlight: Essentia Health

- Theresa Nystrom, Director-Workforce Strategy from Essentia Health provided an overview on Essentia Health’s newly registered apprenticeship program.
 - Surgical Technologist
 - Program qualified to give apprentices the credentials to take the National Surgical Technologist Certification

8. Apprenticeship Program Compliance

- Darcus Mitchell, Senior Field Representative from Minnesota Department of Labor and Industry, provided an update on compliance.
 - 2025 program reviews; 28 reviews completed
 - 38 programs with no apprentices cancelled/transferred
 - Posting EEO posters
- Program Compliance Highlights
 - Program review trainings
 - New review summary format

9. Apprenticeship Minnesota Update

- Erin Larsen, Director of Apprenticeship, Minnesota Department of Labor and Industry provided an update on registered apprenticeship programs.
- An updated demographics
 - 10,695 active apprentices
 - 27.9% people of color
 - 8.39% women
 - 5.2% veterans
- Program updates:
 - Outreach Activities
 - Construction Careers Foundation
 - Apprenticeship Summit (Rochester)
 - Apprenticeship for America Conference
- Upcoming Outreach Projects
 - Registered Apprenticeship Program Application Directory
 - General Website Updates

- Upcoming Apprenticeship Minnesota Events
 - Registered Apprenticeship Summit – April 22, 2025
 - National Apprenticeship Day – April 30, 2025
- Future Steps
 - Legislative session wrap-up
 - Federal grant funding

10. Board Discussion-Approval of Report

- A motion was made, seconded, and approved.

11. Adjourn

- A motion was made, seconded, and meeting was adjourned. The next Apprenticeship Advisory Board meeting will be on July 24, 2025 at 1:30pm.