

## 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:

- Mary Berg
- Tom Dicklich
- Erin Larsen
- Norma Miller
- Sarah Paul
- Dienna Sabol
- Melissa Stachovich
- Sophie Thaden

#### DLI Staff Present:

- 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

#### Visitors Present:

- 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 10<sup>th</sup>, 2025.

## 3. Approval of drafted meeting minutes

- A motion was made, seconded, and approved for the January 9<sup>th</sup>, 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.