

Meeting Minutes: Apprenticeship Advisory Board

Date: October 9, 2025
Prepared by: Nou Yang
Location: In person at the Minnesota, Department of Labor and Industry

Attendance (Attendees are listed alphabetically order by last name)

Members Present:	DLI Staff Present:	Visitors Present:
<ul style="list-style-type: none">• Mary Berg• Tom Dicklich• Erin Larsen• Norma Miller• Don Mullin, Chair• Sarah Paul• Melissa Stachovich• Sophie Thaden	<ul style="list-style-type: none">• Vicky Castorena• Naomi Cowan• Dana Eichhorst• Annie Jenkin• Gerri McGimpsey• Darcus Mitchell• Paul Nikstad• Jeremy Parker• Meghana Shroff• Ruth Taylor• Nou Yang	<ul style="list-style-type: none">• Julie Anderson• Mary DesJarlais• Megan Fink• Daniel Gillis• Joel Hanson• Adam Hanson• Darlene Heiskary• Heather Hilson• Stephanie Holland• Kimberly Johnson• Tom Kennedy• Michele Köppinger• Marie Larson• Darlia Martinez• Harrell Mathieu• Julie Meier• Brandon Nelson• Jess Niebuhr• John Slama• Warren Villebrun

Agenda items:

1. Call to order

- The meeting was called to order by Don Mullin 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 October 9, 2025.

3. Approval of drafted meeting minutes

- A motion was made, seconded, and approved for the July 17, 2025, board meeting minutes.
- A second motion was made, seconded, and approved for the August 22, 2025, Special Meeting board meeting minutes.

4. Greeting and Update

- Kate Perushek, Deputy Commissioner, Minnesota Department of Labor and Industry shared several updates:
 - Efforts are underway to raise awareness about suicide prevention in the construction industry. Funds will be allocated to address mental health needs within the construction sector.
 - Part of the initiative will include distributing grants. A new grant will soon be announced to support mental health programs within the construction industry.

5. Board member updates

- Don Mullin, Chair, shared information about how schools are looking for more information about apprenticeship and any efforts from DLI to share that information would be appreciated.
- Mary Berg reported efforts to develop dual enrollment options and teacher apprenticeship pathways for high school students.
- Tom Dicklich announced that DLI had certified Building Strong Communities as a recognized apprenticeship preparatory program.
- Norma Miller highlighted outreach efforts at high schools to get students interested in apprenticeship programs.
- Sarah Paul shared updates from North Branch, where students have been touring programs and earning credits toward future trade careers.
- Melissa Stachovich discussed upcoming partnerships with educational institutions, creating new opportunities for journeyworkers.
- Sophie Thaden updated the board on the Construction Careers Foundation's 20th anniversary celebration and shared plans for new school-based exploration initiatives.

6. New Program Spotlight

- Tim Wilson, Farm Education Manager, provided an overview of a new registered apprenticeship program at the Minnesota Landscape Arboretum.
 - The program requires 3,175 hours of on-the-job learning, totaling approximately three growing seasons

7. Apprenticeship Program Development

- Paul Nikstad, Senior Field Representative, Minnesota Department of labor and industry shared updates on program development.
- New Programs added:
 - Bergerson-Caswell, Inc. – Construction
 - Cirrus Aircraft – Manufacturing
 - Elder Circle – Healthcare
 - Otter Tail Power Company – Utilities
 - Blue Pine Works – Agriculture

8. Apprenticeship Program Compliance

- Jeremy Parker and Meghana Shroff, Senior Field Representatives presented an overview of program compliance.
- Compliance updates:
 - 72 reviews completed; 72 remaining
 - 75 programs with no apprentices have been cancelled or transferred
 - Field representatives continue to ensure on-the-job learning hours are distributed across work process schedule as part of the program review

9. Workforce System Alignment

- Gerri McGimpsey, Senior Field Representative, Minnesota Department of Labor and Industry, shared updates on alignment between registered apprenticeship and the workforce system.
 - Registered apprenticeship programs are automatically eligible to be included on the Eligible Training Provider List (ETPL)
 - Collaboration with US DOL and DEED on WIOA/ Registered Apprenticeship Program (RAP) co-enrollment has resulted in updated policies and procedures to streamline processes for registered apprenticeship sponsors

10. Apprenticeship Minnesota Update

- Erin Larsen, Director of Apprenticeship, Minnesota Department of Labor and Industry provided an update on registered apprenticeship programs:
 - Updated demographics
 - 12,119 active apprentices

- 28.7% people of color
- 8.2% women
- 4.9% veterans
- Program Updates:
 - National Apprentice Week is scheduled for April 26 to May 2, 2026
 - Apprenticeship Summit for sponsors is scheduled for April 27th, 2026, at the Carpenters Training Institute
- Upcoming Events
 - Construction Inclusion week will begin October 13-17, 2025
 - Apprenticeship Instructor Training Series
 - Apprenticeship Preparation Programs
 - Apprenticeship 101
- Clean Economy Grant
 - No new applicants/awards during the last quarter
- LEAP Grant
 - 16 applications received; maximum of \$100,000
 - 10 grants awarded
- Registered teacher apprenticeship Grant
 - Awards will be announced in November 2025
- Federal Updates
 - Remain under Interim Non-enforcement of Department's Equal Employment Opportunity in Apprenticeship Regulations at 29 CFR part 30
 - No additional updates on the Notice of Proposed Rule Making

11. Board Discussion-Approval of Report

- A motion was made, seconded, and approved.

12. Adjourn

- A motion was made, seconded, and meeting was adjourned. The next Apprenticeship Advisory Board meeting will be on January 15, 2025, at 1:30pm.