

Meeting minutes: NHWSB – Certification/Training Workgroup

Date: Friday, Sept. 29, 2023

Minutes prepared by: Carey Wagner

Location: Hybrid – at the Department of Labor and Industry and via Webex

Members present

- Commissioner Nicole Blissenbach (remote)
- Jamie Gulley
- Katie Lundmark

DLI staff members present

- Ali Afsharjavan
- Carey Wagner
- Leah Solo

Visitors present

- Brian Elliot
- Danny Gillis (remote)
- Kayla Khang
- Robert Castle (remote)
- Teresa McCarthy (remote)
- Todd Bergstrom

Agenda items

1. **Call to order** – meeting was called to order by Leah Solo at 11:02 a.m.
2. **Introductions** – members of the board, staff members and visitors introduced themselves. A roll call attendance was taken and a quorum was met. A motion made to move the three audience members (Brian Elliott, Kayla Khang and Todd Bergstrom) to the table was made by Katie Lundmark and seconded by Jamie Gulley. A roll call vote was taken and the motion carried.
3. **Approval of agenda** – a motion to approve the agenda as presented was made by Commissioner Nicole Blissenbach and seconded by Lundmark. A roll call vote was taken and the motion carried.
4. **Review purpose and roles** – Solo reviewed the memo “Strategies for Successful Workgroup.”
5. **Discussion** – the relevant legal language and a summary of the statute was reviewed. Discussions were had about the definitions of worker organization, curriculum, guidelines, training requirements, nursing home employer duties regarding training, training compensation and background checks. Commissioner Blissenbach suggested that focusing on certifying organizations, before tackling curriculum, should be looked at, as well as the request for proposals (RFP) process.
6. **Next steps and assignments** – invite the Minnesota Department of Human Services (DHS) to the next meeting to discuss guidelines for access to facilities and background checks. Both Lundmark and Gulley will have curriculum conversations with their prospective association groups and report at the next meeting. A draft of the RFP process will be presented at the next meeting.
7. **Meeting schedule** – next meeting is Wednesday, Oct. 11, 2023, at 3:30 p.m.

Adjournment

A motion to adjourn was made by Gulley and seconded by Lundmark. A roll call vote was taken and the motion carried. The meeting was adjourned at 12:09 p.m.