

## Meeting minutes: Certification/Training Workgroup

Date: Wednesday, Oct. 11, 2023

Minutes prepared by: Carey Wagner

Location: Hybrid – DLI, Minnesota Room

### Members present

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

### DLI staff members present

- Ali Afsharjavan (remote)
- Brittany Wysokinski
- Carey Wagner
- Leah Solo

### Visitors present

- Brian Elliot
- Todd Bergstrom
- Erin Huppert

## Agenda items

1. **Call to order** – meeting was called to order by Carey Wagner at 3:34 p.m.
2. **Announcements and introductions** – roll call attendance was taken and a quorum was met. A motion was made by Commissioner Nicole Blissenbach inviting the visitors to the table and was seconded by Jamie Gulley. A roll call vote was taken and the motion carried.
3. **Approval of meeting agenda** – a motion to approve the agenda as presented was made by Katie Lundmark and was seconded by Gulley. A roll call vote was taken and the motion carried. Noting that the next workgroup meeting will combine moving visitors to the table and the agenda approval into one motion.
4. **Approval of previous meeting minutes** – Commissioner Blissenbach made a motion to approve the Sept. 29, 2023, drafted minutes as presented and it was seconded by Lundmark. A roll call vote was taken and the motion carried.
5. **Board updates and regular business** – Leah Solo reviewed a memo of Models for Certification of Worker Organizations. She reviewed an application model from the Department of Labor and Industry's (DLI's) Construction Codes and Licensing Division. There was discussion about background checks needed to enter facilities for training, with an understanding the Minnesota Department of Health (MDH) will not require background checks for trainers when they are entering facilities. It was requested information allowing this to be set forth in writing. Further discussion about the certification process, continuing education, trainer's workers' compensation versus liability insurance, criteria for training, whether training will be allowed virtually versus in person, training location sites, data privacy policy and data sharing agreement.

Solo also reviewed the timeline for and request for proposals (RFP) application memo and process.

There was concern and discussion about the timeline being too aggressive, though it's a guide to aspire to and is not set in stone.

6. **New business** – a sample application will be drafted by Solo and reviewed at the next meeting. Lundmark will report to the board a summary of work being done in this workgroup.
7. **Next meeting** – Oct. 23, 2023, at noon.

## **Adjournment**

A motion was made by Commissioner Blissenbach, and seconded by Lundmark, to adjourn at 4:40 p.m. A roll call vote was taken and the motion carried.