
Rural Minnesota CEP, Inc.
WORKFORCE DEVELOPMENT BOARD MEETING
803 Roosevelt Avenue, Detroit Lakes, MN
November 25, 2025

Members present: Carol Anderson, Jerry Arneson, Jeff Bjornson, Terry Blake, Kathy Cottew, Amanda Hanson, Lisa Hanson, Troy Haugen, Justin Holley, Duane Johanning, Amy Johnson, Brittany Nordick, Darrell Lende, Julie Sachs, Tammy Schatz, Lori Schwartz, Leigh Shebeck, and Sandy Voigt

Members excused: Ed Bolas

Members unexcused:

Staff present: Heather Bergseid, Arlyce Cucich, Tina Jaster, and Chrys Kirschbaum

Guests: Anthony Schaffhauser, DEED; and Curtis Anderson, Beltrami County

MINUTES

Business Committee Meeting – Arlyce Cucich

Ms. Cucich reviewed reports for the month ending October 2025. This included the Program Progress, MFIP/DWP County Performance Standards, WIOA Performance Standards, SNAP, and Ticket to Work reports.

Program Progress

Ms. Cucich reviewed all current programs. Overall, there are no concerns.

MFIP/DWP County Performance Standards

- ✓ MFIP
 - Entered Employment Rate: 11 counties are exceeding, and 2 are meeting.
 - Successful Placements: 10 counties exceeding, and 2 are meeting.
 - Wage at Placement: 15 counties are exceeding, and 1 is meeting.
- ✓ DWP
 - Entered Employment Rate: 9 counties are exceeding and 1 is meeting.
 - Wage at Placement: 13 counties are exceeding, and 1 is meeting.

WIOA Performance Standards

First quarter of PY25: July – Sept. 2025. At this point, there are no concerns with the areas below goal.

Adult:

- | | |
|------------------------------------|------------------------------------|
| ▪ Employment Q2: 94.13% of goal | ▪ Credential: 88.24% of goal |
| ▪ Median Earnings: 103.32% of goal | ▪ Measurable Skill Gain: No report |
| ▪ Employment Q4: 89.86% of goal | |

Dislocated Worker:

- | | |
|------------------------------------|---|
| ▪ Employment Q2: 103.94% of goal | ▪ Credential: 108.30% of goal |
| ▪ Median Earnings: 137.77% of goal | ▪ Measurable Skill Gain: 20.20% of goal |
| ▪ Employment Q4: 91.77% of goal | |

Youth:

- Employment Q2: 116.33% of goal
- Median Earnings: 124.52% of goal
- Employment Q4: 111.26% of goal
- Credential: 87.98% of goal
- Measurable Skill Gain: No report

SNAP Slots

Region IV is at 1 of 17 slots enrolled.

Region V is at 2 of 12 slots enrolled.

Ticket to Work

There are currently 17 active enrollments with 71 cumulative enrollments.

Revenue to date (DEED and ADEN) is \$446,002.67.

Remaining Ticket to Work funds are \$149,836.16.

Revenue from 2014-2018 (DEED) is \$104,574.67.

Revenue 2018-present (ADEN) is \$341,428.00.

2025 Revenue to Date is \$45,389.25.

Call to Order – Carol Anderson, Chair

Ms. Anderson called the meeting to order at 10:00 a.m.

Introduction of New Members – Tina Jaster

Lori Schwartz and Lisa Hanson were introduced. The group conducted self-introductions.

October 21, 2025, Minutes – Ms. Anderson

Moved by Terry Blake and seconded by Darrell Lende to approve the minutes from the October 21, 2025, meeting as presented. Motion carried.

Guest Speaker: Anthony Schaffhauser, DEED

Mr. Schaffhauser, DEED Labor Market Analyst, shared his “What’s Happening in the Regional Labor Market” presentation reporting on the current employment conditions in the RMCEP service area.

Topics included:

- The labor market is loosening
- Unemployment Rate lower than pre-pandemic while unemployment insurance initial claims are higher
- Harder for Unemployed workers to land jobs
- Long-term labor force trend shows decreasing worker availability, until recently
- Workforce availability into the future
- All northwest MN’s population growth is from net migration from 2021-2024
- Northwest net migration estimates for “Traditional Working Age” chart
- Workforce availability into the future chart

- Demographics of the Growing Workforce, WDB Region 2
 - Most of the workforce growth was from BIPOC groups
- Demographics of the Growing Workforce
 - More females are foregoing work for caregiving than before the pandemic – not just a short-term pandemic impact
- Industry Trends
 - Construction, Agriculture and Forestry, Health Care and Social Assistance
 - Other sectors adding many jobs: Wholesale Trade; Other Services; Manufacturing; Arts and Entertainment; and Retail and Food Service
- Wage Trends
 - A lot higher than they were, even adjusted for inflation
- Is AI Impacting the Labor Market?
 - The impact is still very uncertain
- Measuring AI in Minnesota's Economy chart
- Exposure to AI slides – Education and Wages, Example Occupations, Industries, Geography
- Expected Impacts from AI: AI will not replace most jobs anytime soon
- Timeframe of Job Shifts
- Summary of the Significant Trends

Mr. Schaffhauser answered several questions following the presentation.

Grants – Ms. Jaster

Northwest MN Foundation Child Care Grant

Planned participants:

- 40+ youth and 15+ adults engaged in ECE career exploration.
- 8-10 participants completing internships or paid experiences.
- 6+ ECE providers supported through job fair participation and candidate outreach.

Budget: \$60,000

Operation period: 01/01/2026 – 12/31/2026

Funding sources: Northwest Minnesota Foundation

A motion was made by Terry Blake, seconded by Amanda Hanson, to approve the Northwest MN Foundation Child Care Grant. Motion carried.

Cannabis Training Grant Opportunity

Planned Participants: 25

Budget: \$200,000

Operating Period: 01-01-2026 – 06-30-2027

Funding Source: DEED

Discussion ensued on the Can Train grant.

A motion was made by Amanda Hanson, seconded by Justin Holley, to approve the Cannabis Training Grant Opportunity. Motion carried.

Subsequent Designation – Ms. Jaster

A motion was made by Terry Blake, seconded by Amanda Hanson, to approve the Workforce Development Board Chair to sign and submit a letter jointly with the Board of Directors Chair requesting continued Subsequent Designation. Motion carried. It will now be brought to the Board of Directors.

Youth Council Report – Troy Haugen

Mr. Haugen reported on the November 24, 2025, Youth Council meeting. Highlighted topics included a MN WAY Grant presentation and brainstorming 2026 Youth Priorities.

GWDB/MAWB Annual Joint Meeting – Ms. Jaster/Ms. Anderson

Ms. Jaster, Ms. Anderson, and Mr. Haugen attended the annual joint meeting of the Governor's Workforce Development Board (GWDB) and the Minnesota Association of Workforce Boards (MAWB). An overview of the event was given. Key 2026 topics were the State Plan Goals and the MAWB State Legislative Priorities and Platforms. Overall, the event was found to be informative, very well attended, and organized.

Director's Report – Ms. Jaster

Ms. Jaster provided an update on Recent Accomplishments and Current Activities, Staffing Changes, and Agency Outreach Efforts.

Draft Annual Report – Ms. Jaster

The draft RMCEP Annual Report was reviewed.

Regional Planning/Career Advising – Chrys Kirschbaum

Career Advising

- Career Advising has been going well in all contracted schools.
- The Info Graphics posted on the RMCEP website have been updated.

Regional Planning

- The Community Workforce Inclusion Council (CWIC) has met to begin brainstorming the direction of I-WE designation.
- Ms. Kirschbaum is working on the agenda for the next quarterly Regional Workforce Alliance (RWA) meeting.

Second Chances Stronger Futures Grant

- The Second Chances meetings with participants at Perham 180 and REWIND have been proceeding very well.
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Member Updates – Roundtable Contribution

Carol Anderson

- Growing Careers Grant: MN Farmers Union has issued a letter of support. Ms. Anderson has been promoting the program.

Lori Schwartz

- Lakes and Prairies was asked by Reach (non-profit located in Hawley) if they would be interested in acquiring Reach. The Leadership of both agencies are in the final stages of the acquisition, which would be effective January 1, 2026.

Jerry Arneson

- There is a large reduction in sugar beet value. Beet stock share values will be impacted, and thus, the local economies.

Terry Blake

- Fuel prices are coming down.

Kathy Cottew

- The first group of Essentia Health Surgical Technician apprentices have graduated.

Darrell Lende

- The Cement Masons and Plasterers Local No. 633 apprenticeship program is going strong. Apprentice statistics include: Out of 119 total apprentices, 9% are female, 91% are male, 19% are Native American, 4% are Asian, 10% are Black, 26% are Hispanic, and 43% are White.

Celebrate Wins – Ms. Jaster

Success Stories were shared in the packet.

Adjourn – Ms. Anderson

Ms. Anderson adjourned the meeting at 12:04 p.m.

Respectfully submitted,

**Terry Blake, Secretary
Workforce Development Board**