

Meeting minutes: NHWSB Data Workgroup

Date: Nov. 16, 2023, at 1 p.m.

Minutes prepared by: Carey Wagner

Location: Hybrid – Washington Room, DLI, 443 Lafayette Road N., St. Paul, MN, and Webex

Members present

- Kim Brenne
- Michele Fredrickson
- Paula Rocheleau (remotely)

DLI staff members present

- Ali Afsharjavan (remotely)
- Carey Wagner
- Leah Solo

Visitors present

- Brian Elliot
- Rick Varco
- Todd Bergstrom
- Jeff Bostic

Agenda items

1. **Call to order** – the meeting was called to order at 1:03 p.m. Roll call was taken noting a quorum.
2. **Approval of agenda** – a motion to approve the agenda as presented was made by Kim Brenne and seconded by Paula Rocheleau. A roll call vote was taken and the motion carried.
3. **Approval of meeting minutes** – a motion to approve the previous meeting’s minutes as drafted was made by Michele Fredrickson and seconded by Rocheleau. A roll call vote was taken and the motion carried.
4. **Board updates and regular business** – Brenne presented wage data about certified nursing assistants (CNAs) and dietary aides from samples across 96 facilities, pulled from the Department of Human Services. She also presented data samples of random nursing home facilities, a rural 50-bed facility, a metro 100-bed facility and hourly wages based on the work of service force incentive grant applications. There was discussion about: median, average, minimum and maximum wages; geographic areas; types of facilities; the “Rule of 50”; peer groups; and profit versus nonprofit, collective bargaining units and job classifications.
5. **Next steps and assignments** – Brenne will run wage samples of data from other occupations, such as licensed practical nurses, registered nurses, health unit coordinators, housekeeping workers, activity assistants and laundry workers. Fredrickson will research contracts of unions of various districts (north, south, central areas). Solo will work on proposing a timeline to the board.
6. **Next meeting** – the next meeting is Dec. 8, 2023, at 10:30 a.m.

Adjournment

A motion was made by Fredrickson to adjourn the meeting and was seconded by Brenne. A roll call vote was taken and the motion carried. The meeting was adjourned at 2:29 p.m.