

Meeting minutes: NHWSB Data Workgroup

Date: Dec. 8, 2023, 10:30 a.m.

Minutes prepared by: Carey Wagner

Location: Hybrid – Webex and Washington Room, DLI, 443 Lafayette Road N., St. Paul, MN 55155

Members present

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

DLI staff members present

- Carey Wagner
- Leah Solo

Visitors present

- Brian Elliot
- Jeff Bostic
- Matthew Burdick
- Nicole Stockert
- Peter Butler (Department of Human Services)
- Rick Varco (remotely)
- Todd Bergstrom
- Val Cooke (Department of Human Services)

Agenda items

1. **Call to order** – the meeting was called to order at 10:52 a.m. Roll call was taken, noting a quorum.
2. **Approval of agenda** – a motion to approve the agenda as presented and the approve the Nov. 16, 2023, meeting minutes as drafted was made by Michele Fredrickson and was seconded by Kim Brenne. A roll call vote was taken and the motion carried.
3. **Board updates and regular business** –
 - Peter Butler and Val Cooke from the Minnesota Department of Human Services (DHS): Butler gave a presentation about fiscal notes. He described the process of fiscal notes, compared budget proposals and fiscal notes, gave examples and explained the role DHS has in the process. Discussion was had about language, rate, wage increases and wage data.
 - Brenne presented an overview of random wage samples of certified nursing assistants (CNAs), cooks, dietary aides and housekeepers. Discussion was had about average hourly, median and below median wages.
 - Leah Solo provided an overview of the updated timeline for the NHWSB Data Workgroup. Discussion about the dates and process were had.
4. **Next meeting** – Jan. 9, 2024, 11 a.m.

Adjournment

A motion was made by Paula Rocheleau to adjourn the meeting and seconded by Fredrickson. A roll call vote was taken and the motion carried. The meeting was adjourned at 12:05 p.m.