NOTES

10:45 A.M. Susan Morris called the meeting to order; Committee members were welcomed to inaugural meeting of the Education & Training Committee.

11:00 A.M. Meeting dates were selected with a follow-up Doodle Poll

- Friday, February 17, 2017
  Legislative Conference, Intercontinental Hotel, St. Paul
- Thursday, April 6, 2017 | 9:00 a.m.
  Leadership Summit, Grandview Lodge, Nisswa
- Wednesday, July 26, 2017 | 12:00 p.m.
  Association of Minnesota Counties (AMC) Boardroom
- Thursday, September 14, 2017 | 8:00 a.m.
  Fall Policy Conference, Breezy Point Resort
- Monday, December 4, 2017 | 7:00 a.m.
  AMC Annual Conference, River’s Edge Convention Center, St. Cloud

11:20 A.M. Education Topics & Priorities for 2017 were discussed and reviewed in small group and large group discussions. Results compiled below.

- Regional trainings, topics included:
  - Lessons learned/Case studies/Redesign
  - Succession planning & Leadership development
  - Workforce development
  - Data-based decision-making
  - Helping Boards to use Strategic Plans
  - Challenging conversations
  - Lean/Continuous improvement
  - Public speaking practice/Influencing others/Running meetings
  - Data practices
  - County finance
  - Management training
  - Performance management/Performance evals/Goal setting
  - Planning for Comp. Studies
  - Diversity & Inclusion
  - Parliamentary procedure
  - Community engagement: Opportunities to expand public involvement
  - Facilities planning
- More training opportunities at Policy, Annual, and Legislative Conferences
- Mentorship group for new administrators and coordinators
- Strategic Planning Model – Financial, Facilities, and Marketing
  Creating & implementing plan; Teaching commissioners how to use a strategic plan; Importance of using a plan
- Online training modules for high-turnover county jobs
- Technology training
  - Using new technology
  - Advanced computer interactive workshops
  - Going Paperless
  - Partner with state to provide staff training to use software programs
  - Website enhancement
  - Social media
  - Training County IT staff
  - Cybersecurity
- Best Practice Sharing (Blogs, Calls, Sessions)
- Checklists and guidelines for onboarding new employees & succession planning
- Mini-newsletter with Education & Resource updates
- College & University Partnerships and Professional Organization Partnerships
- AmeriCorp interns (areas: grants, tech)

Laurie Klupacs, AMC Deputy Director, attended to review the Leadership Summit logistics at Grandview Lodge; Keynote speaker ideas were collated

Julie Ring, AMC Executive Director, attended to answer questions and thank members for service to the committee.

12:00 P.M.  Meeting adjourned