



Friday, February 17, 2017
10:45 A.M. – 12:00 P.M.
InterContinental Hotel, Saint Paul
Room: Minnesota East (Lower/Basement Level)

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