



**Meeting called by:** Kevin Beyer, Chair  
**Minutes:** Anne Christensen  
**Attendees:** **Present**  
Kevin Beyer  
Pam Jensen  
Travis Floyd (phone)  
Ben Humphrey (phone)  
Lori Meader (phone)  
Terri Pelzel  
**Staff Present**  
Brent Christensen  
Anne Christensen

**Absent**  
Kristi Westbrook

**AGENDA TOPIC**      **Call to Order/Roll Call**      **Beyer**

Mr. Beyer called the meeting to order at 10:02 am and reminded members that the meeting would be held in accordance to the MTA's Anti-Trust Compliance Policy, a copy of which is available on the MTA's website.

**AGENDA TOPIC**      **Additions to Agenda**      **Beyer**

None

**AGENDA TOPIC**      **Approval of Minutes**      **Beyer**

None

**AGENDA TOPIC**      **Resignation of Monty Johnson**      **Christensen**

Mr. Christensen stated that Mr. Johnson is no longer with Wadena. It is unknown if Wadena will be participating in the future. Ms. Pelzel will get a hold of Janet, who is with Wadena, to see if they will participate.

**AGENDA TOPIC**      **Old Business**      **Jensen**

- a) Minnesota West Program Update:
  - i. High School – Ms. Jensen stated that Minnesota West is partnering with several high schools on health care, Diesel Technology in Canby, medical coding, medical secretary and information tech concepts. One of the issues they have is transportation. These courses are design to be taught by MN West or by

local teachers. The curriculum is free and the training for teachers is free. The feedback Ms. Jensen is getting is that the schools don't have the personnel. Ms. Jensen and Ms. Pelzel will be going out to four schools, Wabasso, Redwood, Lamberton and Windom six times to teach them how to log on and how to use the system. Students will be meeting together for labs and they will also have labs interactively online. In addition, students will go to the Minnesota West campus for some hands on training. The committee discussed different types of equipment and equipment needs. Ms. Jensen and Pelzel gave the committee an update on how the curriculum works and program's descriptions of different technologies. Ms. Jensen also stated that they have hired a new marketing person and she is doing a wonderful job. If anyone is interested in this program they need to contact Minnesota West by January 1<sup>st</sup>. Ms. Pelzel handed out program information for the committee. Ms. Pelzel stated that they do like to get the students out and into the field. Mr. Beyer stated that Calix has a headquarters in Plymouth, MN and he will talk to the manager to see if he can arrange a tour. Ms. Jensen also shared two workshops: Discovering IT on Dec 6, General Mills in Golden Valley they will accept 35 students. Also one that is being done by Microsoft called Sparks does Microsoft. Ms. Jensen will forward the information.

**Action Item:** Mr. Christensen will send out an email to the membership to see if they have any equipment they are going to retire and can give it to the Minnesota West for the program.

**Action Item:** Ms. Pelzel will send Mr. Christensen the electronic version of the course information.

- ii. Curriculum Updates – Ms. Jensen stated that they have not made huge changes in the curriculum since the last committee meeting. The certificate program is 30 credits and Telecommunications AES is 60 credits. It is working well however, Ms. Jensen stated that she would like to make significant changes to the Intro to Telecommunications course and is looking for input from the committee. The committee then discussed the curriculum topics. Ms. Pelzel stated that she would like to have some videos or clips on the history of telecommunications. Mr. Christensen will give Ms. Pelzel a telecommunication history book and MTA membership videos where the members talk about their companies. Mr. Beyer then mentioned that Home Wi-Fi and Smart Homes is a topic that needs to be discussed. Most of his technicians are spending a large amount of time working on Home Wi-Fi's. Ms. Pelzel and Ms. Jensen would like more information on Home Wi-Fi and Smart Homes.

**Action Item:** Mr. Beyer will try to get a tour of Calix for the students and talk to Keith about Calix Giga Center and Calix training materials.

**Action Item:** Brent will set up a ride with technician during the summer for Terri and will send the video link for Calix Gig a center and Calix manager.

b) Advance IT Program updates – Covered above.

c) Jobs – Ms. Pelzel stated that the market is good. If they had the students they could place them.

AGENDA TOPIC	New Business	Christensen
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- a) Wisconsin Indianhead Technical College Broadband Academy – Mr. Christensen stated that Indianhead received a grant from the federal government. Their focus is on continuing education for telecommunications employees. They contacted Mr. Christensen wanting to expand the program to Minnesota. Mr. Christensen advised the

Board and Mr. Beyer and the board didn't see a conflict with Minnesota West and so MTA is promoting the program.

**Action Item:** Mr. Christensen will facilitate introductions between Dan Schullo, Wisconsin Indianhead Technical College, Ms. Pelzel and Ms. Jensen.

- b) The committee discussed a possible booth for Minnesota West at the 2018 MTA Annual convention. Mr. Christensen stated that he was thinking about setting aside a few minutes so that the students would have some face to face time with some general managers to hear the state of the industry and what they are looking for in an employee. The general managers would be able to tell them what skillsets they are looking for and emphasize that good customer skills are needed as well.

**Action item:** Mr. Christensen will work on time and space to meet at the Annual Convention.

Mr. Humphrey stated he is willing to go with Ms. Jensen and Ms. Pelzel to meet with local school boards to talk about their program in Southwest Minnesota.

<b>AGENDA TOPIC</b>	<b>Next Meeting</b>	<b>Beyer</b>
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The next meeting is scheduled for May 14, 2018 at 10:00 AM in Brandon.

<b>AGENDA TOPIC</b>	<b>Adjournment</b>	<b>All</b>
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There being no further business, the meeting was adjourned at 11:18 am