

Minutes: Nursing Home Workforce Standards Board

Date: Thursday, Sept. 11, 2025

Minutes prepared by: Linnea Pignatello

Location: Hybrid – Minnesota Room at the Department of Labor and Industry and via Webex

Attendance

Members present	Visitors present	DLI staff members present
Michelle Armstrong	Todd Bergstrom	Krystle Conley
Commissioner Nicole Blissenbach	Maisie Blaine (remotely)	Paul Enger
Kim Brenne (joined remotely at 11:34 a.m.)	Jeff Bostic (remotely)	Ken McGurran
Jamie Gulley	Casey Murphy (remotely)	Josiah Moore
Michele Fredrickson (remotely)	Kayla Revier (remotely)	Linnea Pignatello
Maria King (remotely)		Leah Solo
Katie Lundmark (remotely)		
Paula Rocheleau		
Mary Swanson (remotely)		

Agenda items

1. **Call to order** – The meeting was called to order by Jamie Gulley at 11:05 a.m. Roll call was taken. A quorum was declared.
2. **Approval of agenda** – A motion to approve the agenda as presented was made by Michelle Armstrong and seconded by Mary Swanson. A roll call vote was taken and the motion passed unanimously.
3. **Approval of drafted meeting minutes** – A motion to approve the July 10, 2025, drafted meeting minutes as presented was made by Armstrong and seconded by Swanson. A roll call vote was taken and the motion passed unanimously.
4. **Board updates** –
 - a. Gulley started the meeting with an acknowledgement of violence in our communities and the heaviness of this season. Leah Solo recognized the acts of violence around the country, as well as the anniversary of Sept. 11, 2001. Solo also acknowledged it has been two years of the board's formation.
 - b. Solo provided an overview of the rest of the year, highlighting that the Waivers and Variances Workgroup is finishing up a revised process and there are five coming public forums. Solo noted the rate add-on deadline is coming up and the PDPM switch is also occurring, while noting the minimum-wage standards are most likely becoming effective Jan. 1, 2026. Solo suggested calling all nursing home administrators around the state to give them information and she solicited feedback from the board. Swanson asked when Solo would start calling; Solo said her plan is after the October board meeting.

- c. Solo summarized the Certification/Training Workgroup's previous meeting. The workgroup came up with two recommendations: the deadline for certification of all workers trained is Sept. 30, 2027, and; the date for annual review of curriculum should be within 60 days of the new year. There was discussion about the deadline of Sept. 30, 2027. It was clarified the timeline for training starts at the date of hire. A motion was made by Commissioner Nicole Blissenbach to approve a recommendation that the time period for certification of workers being trained be Oct. 1, 2025, through Sept. 30, 2027. The motion was seconded by Paula Rocheleau. There was a call for discussion and no discussion occurred. A roll call vote was taken and the motion passed unanimously. Solo discussed this review could be added to a regularly scheduled board meeting. Rocheleau asked if this is a review of the requirements or the actual curriculum; Blissenbach and Ken McGurran responded that it is a review of the curriculum requirements. Paul Enger clarified that within 30 days of the change, certified worker organizations must resubmit the curriculum they intend to teach. A motion was made by Commissioner Blissenbach to approve the workgroup's recommendation to review the curriculum within 60 days of the new year, seconded by Michele Fredrickson. A roll call vote was taken and the motion passed unanimously.
- d. Solo updated the board about the Public Hearing Workgroup by walking through the memo for the board about public forums. Solo noted the biggest change in the forums from the previous round is that there are some sample questions attached to the registration form to spark discussion and share responses with the board.
- e. Solo updated the group about the Waivers and Variances Workgroup and its work toward a revised application. Rocheleau asked when it would be ready; Solo said it will go to the workgroup at the beginning of October and, if it passes, it will come to the full board at the October board meeting. Blissenbach reminded the board that all the applicant's information is public upon the approval of the waiver or variance.
- f. Solo updated the board about the Data Workgroup. The first items shown were the maps created by the Department of Labor and Industry's Research and Data Analytics unit. The group discussed the different maps and data sets that were used to build the visuals. Rocheleau suggested adding a question for the public forums: What data do you think would be good for the board to measure?

5. New business –

- a. Chair elections take place every two years within the Nursing Home Workforce Standards Board. A chair must be elected today. The process is to entertain nominations, second, discuss, vote to close nominations, second and vote on the nominees.
 - Lundmark made a motion to nominate Rocheleau as chair, seconded by Swanson. Fredrickson made a motion to nominate Gulley to remain as chair, seconded by Armstrong. Blissenbach made a motion to close the nominations, seconded by Armstrong. A roll call vote was taken and the motion passed unanimously. Commissioner Blissenbach requested each nominee speak about why they want to be chair of the board, beginning with Rocheleau and followed by Gulley. Each board member spoke the name of the person they decided to vote for during a roll call vote. Gulley was elected chair for a second term with five votes for him, including two commissioner and/or commissioner designees, and three votes for Rocheleau. Gulley accepted the role of chair; his term will run for another two years.

6. Next meeting – The next meeting is Thursday, Oct. 9, 2025, at 11 a.m. in the Minnesota room.

Adjournment

A motion was made by Armstrong to adjourn the meeting at 12:04 p.m. and seconded by Rocheleau. A roll call vote was taken and the motion passed unanimously.