



Hennepin-Carver Workforce Development Board

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Action Request: 2023 - 5

Topic: 2024 Board Meeting Dates

Board Meeting Date: September 11, 2023

Item Description

Regular board meetings shall be held at a date and time established by a majority of the Workforce Development Board (WDB).

Action Needed

A motion and second to establish the 2024 meeting dates and times.

2024 Meeting Dates

Board members completed a survey with options for 2024 HCWDB meeting dates and times. Meetings will be held in-person at the Bloomington CareerForce location unless an alternate meeting space is requested in advance.

Full board meetings will be scheduled for the second Wednesday of every other month from **12:30 pm – 2:00 pm** and will be **in-person**. Work group meetings should be scheduled between regular full Board meetings as either virtual or in-person.

2023 Meeting Schedule:

Wednesday, January 10

Wednesday, March 13

Wednesday, May 8 (Annual Meeting)

Wednesday, July 10

Wednesday, September 11

Wednesday, November 13

Background

The WDB shall hold an annual meeting in May. Regular meetings shall be held at a date and time established by a majority of the WDB. Special meetings shall be called by the Chair and/or Committee Chairs as necessary or when such meetings are requested by at least six members of the WDB. All WDB meetings shall be held in compliance with the Open Meeting Law and [WIOA §107\(e\)](#). A majority of duly appointment members shall constitute a quorum. Each member shall have one equal vote.

Staff Recommendation: Approve **Attachments:** None