

# Hennepin – Carver Workforce Development Board Business Category Verification Form

Thank you for your expressed interest in serving on the Hennepin-Carver Workforce Development Board (HC WDB). The HCWDB serves suburban Hennepin County (excluding the City of Minneapolis) and Carver County. We value your interest and expressed commitment to workforce development within our service area. Please complete the following information as it relates to the business you represent.

## Applicant Information

Applicant Name:	
Applicant Address:	
Applicant Phone Number:	
Applicant Email Address:	
Applicant Position Title:	
Business Name:	
Business Address:	
HC WDB Term of Service:	3 years

## Business Category

Which in-demand industry sector does your business represent?

- Business Services     Construction     Healthcare     IT     Manufacturing  
 Public Sector     Other (please explain): \_\_\_\_\_

Do you have substantial management, hiring or policy authority?

- Yes     No

Does your business provide employment opportunities in in-demand industry sectors or occupations (such as those listed above)?

- Yes     No

Do you have employees working within Suburban Hennepin or Carver Counties?

- Yes     No

Are you applying to represent small business as defined by the Small Business Association, 50 employees or less?

- Yes     No

Please identify who recommends/nominates you to serve on this board as a business representative:

Name:

Agency:



Position:

Address:

Phone:

Business representatives are appointed from among individuals who are nominated by local business organizations and business trade associations.

Describe your experience relating to the position:

## Overview & Definitions

### Governance of the Hennepin-Carver Workforce Development Board

Chief local elected officials are required by law to establish a formal nomination and appointment process, consistent with the criteria established by the Governor and State WDB under sec. 107(b)(1) of WIOA. For Workforce Development Area (WDA) 9 of Suburban Hennepin & Carver Counties. For WDA 9, the chief local elected official is the Hennepin County board.

### Business Seats

A majority of the members of the Local WDB must be representatives of business in the local area. At a minimum, two members must represent small business as defined by the U.S. Small Business Administration

### Essential Requirements

Each Business representative must<sup>1</sup>:

1. Be an owner, chief executive officer, chief operating officer, or other individual with optimum policy-making or hiring authority; and
2. Provide employment opportunities in in-demand industry sectors or occupations, as those terms are defined in WIOA sec. 3(23)
3. Have employees in WDA 9
4. Work in WDA 9

Collectively, business seats must:

1. Make up at least 50 percent of the board
2. Represent at least two small businesses
3. Have voting privilege

Definition of key terms:

1. Small business: 50 employees or less.<sup>2</sup>
2. Employee: W2 as opposed to a 1099

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<sup>1</sup> [WIOA Section 107\(b\)\(2\)\(A\) and Minn. Statute](#) § 116L.666, Subd. 3

<sup>2</sup> Minnesota Statutes 645.445



Thank you again for your time and consideration. If you have any further questions please contact Hennepin-Carver Workforce Development Board Director Erik Aamoeth (651-396-2041 [erik.aamoeth@hennepin.us](mailto:erik.aamoeth@hennepin.us))

