

2011-13

BIENNIAL REPORT

JOB SERVICE

NORTH DAKOTA



26TH BIENNIAL REPORT TO THE GOVERNOR

JULY 1, 2011 TO JUNE 30, 2013

JOB SERVICE NORTH DAKOTA
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NOVEMBER 2013

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Nov. 29, 2013

The Honorable Jack Dalrymple
Office of the Governor
600 East Boulevard Avenue
Bismarck, ND 58505

Dear Governor Dalrymple,

It's my privilege to present the Job Service North Dakota Biennial Report for the biennium ending June 30, 2013.

This report presents a brief history of our agency and highlights the accomplishments and activities for our Workforce Programs, Unemployment Insurance and Labor Market Information areas. The report also contains an overview of the many publications Job Service produces as well as a legislative summary.

North Dakota's tremendous economic growth and low unemployment rate over the past biennium attracted businesses and job seekers who were in search of prosperity. Jobs have been plentiful from the oil-booming west to the banks of the Red River. In fact, the Job Service North Dakota website, jobsnd.com, averaged an incredible 19,893 online job openings per month over the course of the biennium.

While we welcome and are eager to serve new businesses and job seekers, the demands placed on our agency at a time when we are experiencing continually declining federal funds creates challenges unlike any our agency has experienced before. This report serves as a testament to the hard work and dedication our staff continually exhibit to help meet the demands of a booming economy and our state's growing workforce needs.

Through continued professional partnerships and strategic use of our resources and talent, Job Service North Dakota aims to bring employers and job seekers together and be a strategic partner in the delivery of workforce services.

Respectfully submitted,

A handwritten signature in blue ink that reads "Darren Brostrom".

Darren Brostrom
Interim Executive Director
Job Service North Dakota

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HISTORY

Job Service North Dakota's history is rooted in the Wagner-Peyser Act of 1933 and the Social Security Act of 1935.

The Wagner-Peyser Act of 1933 established a nationwide system of public employment offices known as the Employment Service. In 1998, the Wagner-Peyser Act was amended to make the Employment Service part of the One-Stop services delivery system. Job Service North Dakota is part of the One-Stop system aimed at providing employment and training services to workers, job seekers, and businesses.

The Social Security Act of 1935 created the Federal-State Unemployment Compensation Program to provide temporary and partial wage replacement to unemployed workers during the Great Depression. Job Service North Dakota administers the North Dakota unemployment insurance program which is based upon federal law, but administered under North Dakota state law. The federal government provides funding for state program administration and oversees state law and operations to ensure program compliance and conformity. North Dakota sets forth the benefit and tax structure within the federal requirements.

Job Service North Dakota maintains a presence throughout the state with 16 customer service offices to serve our growing customer base. In addition, Job Service North Dakota has an increased online presence through jobsnd.com, the Labor Market Information Center website, ndworkforceintelligence.com, and Twitter (@JobServiceND).

The Job Service North Dakota website, jobsnd.com, is host to the largest number of job openings in the state. The number of job openings averaged 19,146 per month during the first half of the biennium and 20,640 per month during the second half. These numbers continue to grow in relation to North Dakota's growing economy. In addition to job postings, jobsnd.com serves as a repository for thousands of searchable resumes. The number of active resumes posted to jobsnd.com during the 2011-13 biennium averaged 14,490 per month.

Job seekers, employers, state officials, economic development entities, and media from North Dakota, across the country, and around the world have come to rely on jobsnd.com and the Labor Market Information Center as reliable sources for labor exchange services and labor market information.

North Dakota is currently in a unique position – plentiful jobs and a growing economy. Our state is the envy of the nation. Job Service North Dakota's mission to provide customer-focused services to meet the current and emerging needs of our state continues.

VISION, MISSION, VALUES

Vision

Job Service North Dakota strengthens the economy of North Dakota as a strategic partner in the delivery of workforce services.

Mission

Job Service North Dakota provides customer-focused services to meet the current and emerging workforce needs of the state.

Values

Integrity is action based on a consistent framework of values and is the cornerstone for our value system. Job Service believes in and adheres to the following S.E.R.V.I.C.E. values:

Synergy: Job Service employees and work units collaborate across organizational boundaries to achieve results greater than those possible through individual efforts.

Empowerment: Empowerment is the authority and accountability to achieve results at the customer level. Individuals and groups within Job Service are empowered and encouraged to use their talents, skills and initiative to creatively and responsibly meet our customers' needs. We value the unique contributions each person brings to the team.

Respect: Respect is the individual and collective treatment of others that honors their abilities and contributions. Respect is founded in integrity and generates trust and sensitivity to the needs, opinions, and feelings of all those with whom we interact.

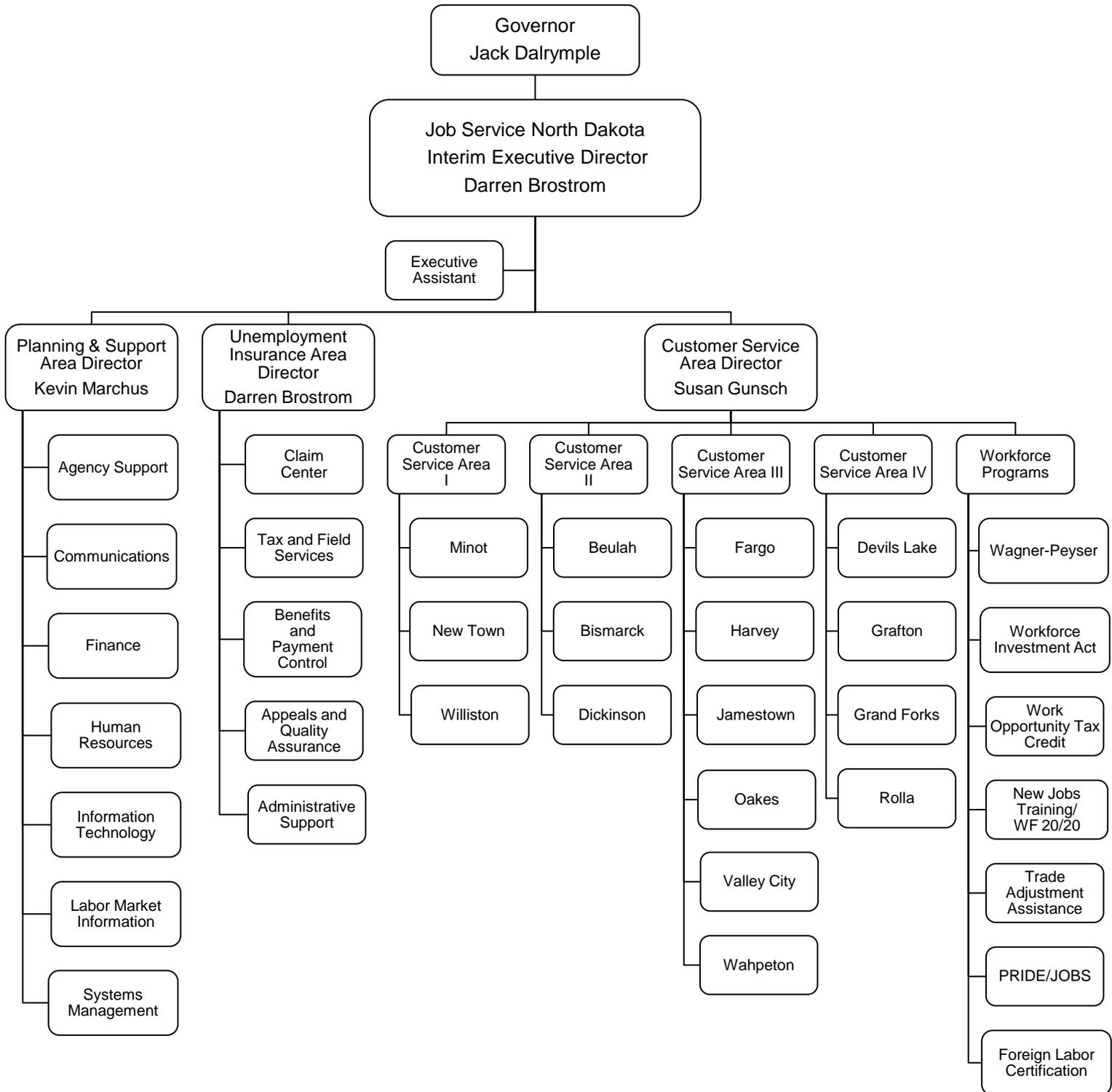
Vision: We continually reach beyond our paradigms for the best solutions to meet the needs of our customers. We welcome the challenges of the future.

Initiative: Initiative is valued, expected, and rewarded. Staff will be encouraged to develop the skills required to be solution providers.

Communication: Communication is the unrestricted exchange of information that leads to understanding and a collective pursuit of all goals and objectives.

Excellence: Excellence is the continuous pursuit of customer-driven quality and improvement by highly competent and skilled employees.

ORGANIZATIONAL STRUCTURE



STRATEGIC PLAN

The Job Service North Dakota strategic planning team determines the agency's direction for the upcoming program year (July 1 through June 30). This team is made up of the executive director, area directors and subject matter experts. The strategic planning process is an ongoing process and includes several steps:

Strategic Analysis

The strategic planning team carefully and methodically analyzes the agency's strengths, weaknesses, opportunities, and threats (S.W.O.T. analysis) and uses this information to develop the strategic direction and plan of action.

Strategic Direction

The issues and opportunities outlined during the strategic analysis help chart the direction of the agency. It's during this stage that the strategic planning team develops factors that are critical to the success of the agency and the tactics that will lead to the attainment of each critical success factor. When developing the strategic plan, the team carefully considers other factors critical to the agency's success including the agency budget, information technology plan, and the ongoing commitment to employee training and professional development.

Action Planning

The strategic planning team determines how the critical success factors and tactics will be accomplished through action planning. The action plan includes specifying a purpose for each tactic and the steps that will be taken to implement each tactic. During this step, the following are identified for each tactic:

- Action leader(s)
- Steps for completion
- Timeline
- Resources
- Measurement of success

Alignment for Implementation

Aligning Job Service North Dakota with our strategy is one of the most important things we do beyond formulating the strategic plan. Every function in Job Service North Dakota corresponds with our strategic alignment.

Review and Monitor

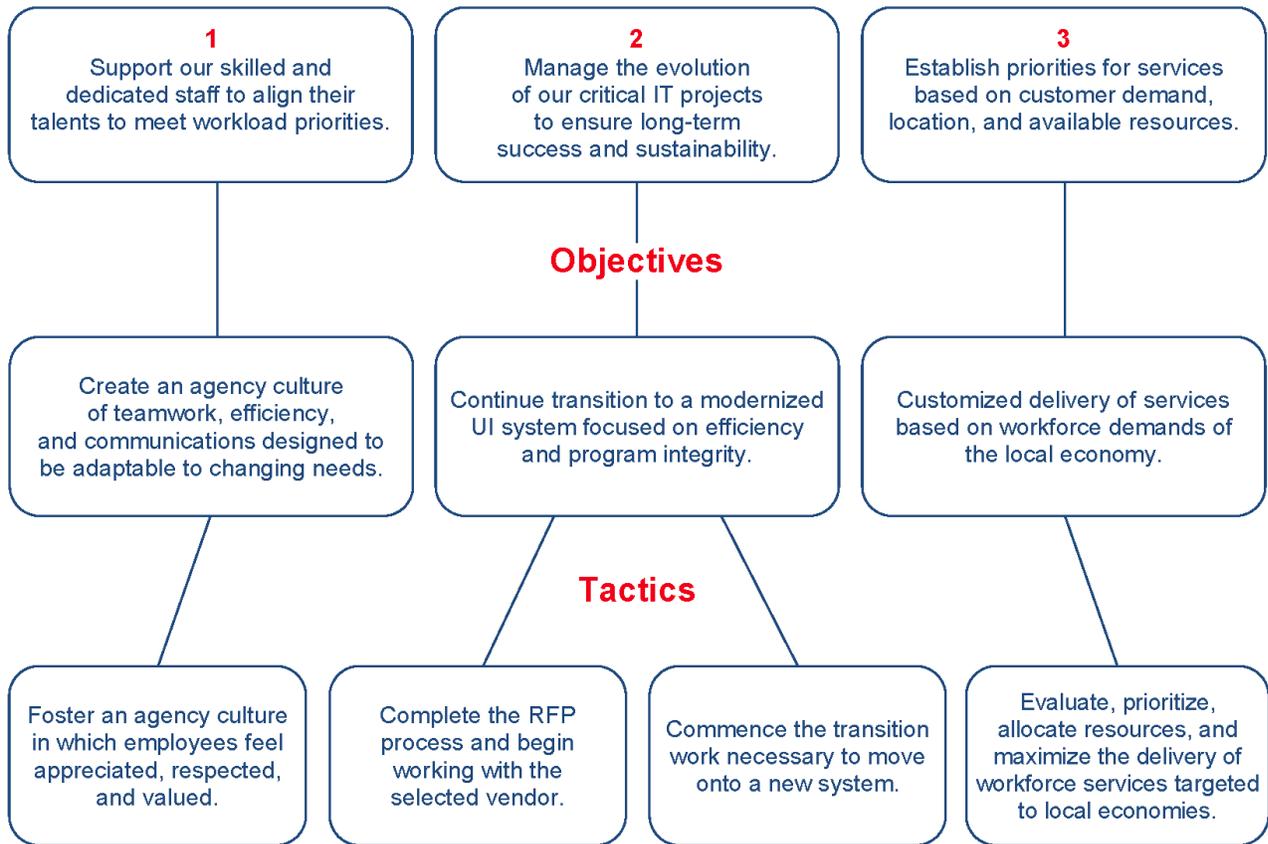
Job Service staff monitors, evaluates and reviews strategic plan progress and accomplishments each month. The PY 2012 and PY 2013 strategic plan maps are on the following pages.

2012 STRATEGIC PLAN MAP

Mission

Job Service North Dakota provides customer-focused services to meet the current and emerging workforce needs of the state.

Critical Success Factors



Vision

Job Service North Dakota strengthens the economy of North Dakota as a strategic partner in the delivery of workforce services.

2013 STRATEGIC PLAN MAP

Mission

Job Service North Dakota provides customer-focused services to meet the current and emerging workforce needs of the state.

Critical Success Factors

Objectives

Tactics

1

Prioritize service delivery based on workforce demands of the local economy and develop plan scenarios to optimize agency-wide cost reduction strategies based on the assumption of reduced resources.

Apply the following criteria to develop the plan scenarios:

- High return on investment
- Provide high level of customer service
- Maintain compliance to the extent of meeting requirements

1. Build the budget model.
2. Design an agency service delivery model by prioritizing and maximizing resources.

2

Manage the evolution of our critical IT projects to ensure sustainability and alignment with business needs.

1. Continue transition to a modernized UI system focused on efficiency and program integrity.
2. Evaluate and determine the appropriate suite of tools required for employment services.
3. Develop and communicate the plan to implement and train staff for use of the Microsoft business intelligence tool.

1. Develop timeline and feasibility of transition and conversion of existing programs in conjunction with WyCAN
2. Explore the procurement process for VOS replacement
3. Leverage the reporting structure of WDQI to make it an agency-wide infrastructure

3

Retain staff and build high-performing teams

1. Foster a work environment respectful of employee happiness.
2. Encourage a culture of effective communication and respect.

1. Continue ongoing review of agency staffing for maximum efficiency, cooperation among departments, and overall employee well-being.
2. Create a positive work environment through the promotion of flexibility, cooperation, and staff recognition.
3. Support and encourage staff as they adapt to change.

STATUTORY AND DESIGNATED RESPONSIBILITIES

North Dakota Century Code, Title 52, outlines Job Service North Dakota's primary duties. These duties include:

- Administration of the New Jobs Training program – NDCC §52-02.1
- Maintenance/administration of the Unemployment Compensation Fund – NDCC §52-03
- Administration of the North Dakota Workforce 20/20 Program – NDCC §52-08.1
- North Dakota agent for the Wagner-Peyser Act – NDCC §52-08-02

North Dakota's Governor also designates Job Service North Dakota as the administrator of the Workforce Investment Act.

WORKFORCE PROGRAMS, SERVICES, AND OPERATIONS HIGHLIGHTS

A highly-skilled workforce is crucial to North Dakota's economy. Staff in 16 Job Service North Dakota customer service offices throughout the state administers a variety of employment and training programs that help our state meet that need. Services are also available through the Job Service North Dakota website, jobsnd.com.

Job Service North Dakota receives funding for workforce programs through the state and federal government and targets services to specific populations based on the program or service.

The majority of funding comes from the U.S. Department of Labor's Workforce Investment Act and the Wagner-Peyser Act. The Workforce Investment Act enables Job Service North Dakota to assess job seekers' skills and fund training in the Governor's five targeted industries and in high-wage, high-demand occupations.

The Wagner-Peyser Act provides universal employment services to job seekers and businesses such as arranging job fairs, providing testing services, and offering personal reemployment services.

The Workforce Programs area within the administrative offices in Bismarck interprets regulation and ensures compliance with state and federal workforce program legislation and regulations.

STATE-FUNDED SERVICES

WORKFORCE 20/20 PROGRAM

The North Dakota legislature enacted the Workforce 20/20 program in 1991 (known then as Workforce 2000) as an integral component of North Dakota's talent strategy efforts. This program targets North Dakota manufacturers to help them maintain global competitiveness as new and improved technologies, equipment, and processes become available.

Today's manufacturing industry is heavily reliant on constantly changing technology and this technology often requires a more highly-skilled workforce. Rather than letting an employee go because of a lack of computer skills to run a new piece of equipment, for example, an employer participating in the Workforce 20/20 program can arrange employee training and keep the employee on board. The focus is on talent expansion and retention rather than hiring and training new employees.

The state-funded Workforce 20/20 program is especially important during times of low unemployment and high labor force participation when finding workers to fill positions may be difficult. Workforce 20/20 is also a valuable tool to attract and retain employers and employees, provides financial assistance for training workers, and helps employers offset the costs of upgrading workforce skills.

Workforce 20/20 provides funds directly to participating employers to help employees maintain or improve their job skills. A total of 97 business project applications were funded in the 2011-13 biennium. These projects provided skills training to 1,479 North Dakota workers. Total project costs were \$3.86 million with employers contributing \$2.9 million and Workforce 20/20 contributing \$879 thousand. Rural projects reflected 19 percent of the Workforce 20/20 funding used. The complete Workforce 20/20 Biennial Report is available on jobsnd.com.

NORTH DAKOTA NEW JOBS TRAINING PROGRAM

The North Dakota New Jobs Training program is a state program that provides incentives to primary sector businesses that are creating new employment opportunities through start-up, expansion, or relocation to the state. These primary sector businesses receive funding to help offset the cost of training new employees. Funds are generated through the capture of state income tax withholdings based on newly-created jobs.

This program targets primary-sector businesses or businesses engaged in interstate commerce that are creating new employment opportunities in North Dakota. New companies or those opening new locations in North Dakota must commit to adding a minimum of five new jobs to qualify for the program. Existing employers can participate if they expand by one or more jobs within the state.

The complete North Dakota New Jobs Training Program Report is available on jobsnd.com.

FEDERALLY-FUNDED SERVICES

WORKFORCE INVESTMENT BOARD

North Dakota is a single state workforce investment area under the Workforce Investment Act of 1998 (WIA). The North Dakota Workforce Development Council serves as both the state and local workforce investment board as outlined in WIA.

The Workforce Development Council functions and Council Director responsibilities transitioned from the North Dakota Department of Commerce to Job Service North Dakota in September 2011. These responsibilities included the statewide Youth Development Council.

The Workforce Investment Act (WIA) of 1998 provides for these Councils which are partnerships of private sector employers and the state workforce system. Each Council has its own charter and organization but shares central roles to address underemployment, skills gaps, and economic change in North Dakota through workforce investment activities.

EMPLOYMENT SERVICES

The Wagner-Peyser Act funds employment services for employers and job seekers. Reemployment services are designed to help individuals receiving unemployment insurance benefits return to employment as quickly as possible. Services are available to all customers and may be tailored to meet specific needs. The core customer services include:

Employers:

- Business consultation related to hiring and retaining workers
- Labor market information resources
- Assistance with the online job posting and resume search tool on jobsnd.com
- Job fairs and other recruitment assistance

Job Seekers:

- Job search assistance
- Assistance with the online job search and resume posting tool on jobsnd.com
- Access to labor market information
- Referral to job training
- Career guidance
- Skill assessment and testing
- Interest evaluations
- Skill development

Out-of-state job seekers have capitalized on the employment opportunities in North Dakota. This interest has generated increased traffic in all Job Service customer service offices. The majority of customers in the Williston office, for example, are out-of-state job seekers. One way Job Service helps all customers is by hosting job fairs to connect employers and job seekers. The number of job fairs around the state has ballooned over the biennium. Job Service posted 150 job fairs during PY 2011 and 223 in PY 2012 and we anticipate this trend to continue for the foreseeable future.

JOBSND.COM

The Job Service North Dakota website, jobsnd.com, is an invaluable tool for employers, job seekers, and the public in general. Individuals, businesses, veterans, media, state officials, economic developers, and many others turn to jobsnd.com as *the* resource for workforce information.

The majority of North Dakota's available jobs are posted on jobsnd.com. The numbers of openings continues to climb as our state enjoys great economic success. Job seekers looking for their next jobs can find workforce-related news and job fair activity, and use the advanced job search tool to build and store resumes, save job searches, and apply for jobs. The job search tool can also be used as a virtual recruiter that matches job seekers' skills to available jobs and sends notices of new or updated job postings directly to the job seekers' email accounts or cell phone.

Veterans can find contact information for their veterans' employment team members who are all veterans themselves. Veterans who visit jobsnd.com can learn about veterans' priority of service and find links to veterans' preference and information on translating military skills into civilian skills.

The unemployment insurance section of jobsnd.com is helpful to claimants as well as employers. Claimants can file claims online, complete weekly certifications, and perform a wide variety of tasks online. Employers can file quarterly contribution and wage reports, make electronic payments, learn how to help control unemployment insurance costs, and more.

VETERANS EMPLOYMENT AND TRAINING SERVICES

The U.S. Department of Labor's Veterans' Employment and Training Services (DOL-VETS) offers employment and training services to eligible veterans through the non-competitive Jobs for Veterans State Grant (JVSG) program.

Disabled Veterans' Outreach Program (DVOP) Specialists – all veterans themselves – assist educationally and economically disadvantaged veterans helping to resolve barriers to employment by providing one-on-one intensive services and conducting community outreach. These services include, but are not limited to, translation of military skills and experience into understandable terms, current labor market information, career guidance and planning, resume assistance, interview techniques, and referrals to supportive services.

Job Service North Dakota assures that veterans and eligible spouses of veterans receive access, on a priority of service basis, to the full range of the Department of Labor's employment and training programs and services. This means that veterans and eligible spouses of veterans' who meet all the eligibility requirements for a program or service, will receive access to that program or service either earlier in time or instead of persons who are not eligible for priority of service.

The following chart shows how Job Service North Dakota performed in comparison to the performance measures negotiated with U.S. DOL-VETS.

PERFORMANCE GOALS – VETERANS SERVICES

Performance Goals for Job Service North Dakota's One-Stop System	2012 Negotiated Goal	Actual Rate for period ending 6/30/13	Actual Rate for period ending 6/30/12
Veterans Entered Employment Rate (EER)	65%	70.8%	70.2%
Veterans Employment Retention Rate (ERR)	84%	85.2%	84.1%
Veterans Average Earnings	\$15,300	\$21,386	\$20,018
Disabled Veterans EER	56%	67.6%	65.8%
Disabled Veterans ERR	84%	85.7%	83.3%
Disabled Veterans Average Earnings	\$15,500	\$21,522	\$19,716

Performance Measures for Disabled Veterans Outreach Program Specialists Funded by the Jobs for Veterans State Grant	2012 Negotiated Goal	Actual Rate for period ending 6/30/13	Actual Rate for period ending 6/30/13
Disabled Veterans EER (following staff assisted services)	52%	63.7%	61.6%
Disabled Veterans ERR	80%	81.5%	80.6%

WORKFORCE INVESTMENT ACT SERVICES

North Dakota's Governor designated Job Service North Dakota as the administrative entity for services provided under Title I of the Workforce Investment Act and the Worker Adjustment and Retraining Notification (WARN) Act.

The Workforce Investment Act funds target adults, dislocated workers, and youth and are provided at graduated levels for adults and dislocated workers, with the intensity of assistance increasing when participants are unable to locate employment and become self-sufficient. These tiered services are categorized as core services, intensive services, and training services. Services and assistance ranges from guided self-help services to personal career guidance and training.

Adult Services – Adult services include career guidance, financial support, skills and interest assessment, employment/employability assistance, and training for eligible participants ages 18 and older who need assistance attaining employment that leads to self-sufficiency. Eligibility criteria include applying a priority of service to economically disadvantaged individuals.

Dislocated Worker Services – Dislocated worker services include such services as career guidance, financial support, skills and interest assessments, employment/employability assistance, and training for eligible participants. Individuals who have been laid off, notified of layoff, terminated, are unlikely to return to the occupation, have significant wages showing attachment to the workforce, or are seeking and unable to locate employment leading to self-sufficiency may be eligible for dislocated worker services. Self-employed businesspersons, farmers or ranchers, and displaced homemakers may also be eligible.

Youth Services – North Dakota receives federal funds to help provide a comprehensive array of youth services that focus on low-income youth, ages 14-21, who face one or more of the following defined barriers: deficiency in basic literacy skills; school dropout; homeless, runaway or foster child; pregnant or parenting; offender; require additional assistance to complete an educational program, or to secure and hold employment (including a youth with a disability). A comprehensive array of youth services focus on preparing youth for post-secondary education and employment opportunities, helping youth attain educational and/or skills training credentials and secure employment with career/promotional opportunities.

Assistance includes a variety of services including:

- Alternative secondary school activities
- Work experience/occupational skill training
- Leadership development opportunities
- Tutoring, study skills training, and instruction leading to secondary school completion
- Summer employment opportunities linked to academic and occupational learning
- Mentoring
- Follow-up, and support services
- Comprehensive guidance and counseling

Dislocated Worker Office – The Dislocated Worker Office is housed in Workforce Programs at the Job Service central office. The Dislocated Worker office receives business closing and substantial layoff notices. Job Service then provides rapid response services to address the needs of employers and employees impacted by a business closing or a substantial layoff.

Performance Levels – States must exceed 90 percent of the negotiated performance level for each individual measure and 100 percent of negotiated measures overall to be eligible for WIA Incentive funds. Job Service's performance measures are outlined in the following tables.

WORKFORCE INVESTMENT ACT PERFORMANCE MEASURES SUMMARY, PY 2011

State of North Dakota ETA #38005	Total Participants Served	Total Exiters
Adults	101,145	89,393
Dislocated Workers	244	164
Youth	432	256

Adult Program Results Common Performance Measures (Exit period Oct '10 to Sept '11)	Negotiated Performance Level	Actual Performance Level	Percent of Negotiated Level Achieved
Entered Employment Rate	77%	72.7%	94.4%
Employment Retention Rate*	83.5%	84.0%	100.6%
Average Earnings* (to nearest dollar)	\$9,400	\$12,078	128.5%
Average	100%		107.8%

All individual Adult measures were achieved at 90% or better; overall measures achieved over 100%.

Dislocated Worker Program Results Common Performance Measures (Exit period Oct '10 to Sept '11)	Negotiated Performance Level	Actual Performance Level	Percent of Negotiated Level Achieved
Entered Employment Rate	84.5%	82.3%	97.4%
Employment Retention Rate*	90.5%	95.3%	105.3%
Average Earnings* (to nearest dollar)	\$11,400	\$17,969	157.6%
Average	100%		120.1%

All individual Dislocated Worker measures were achieved at 90% or better; overall measures achieved over 100%.

Youth Program Results Common Performance Measures (Exit period Oct '10 to Sept '11)	Negotiated Performance Level	Actual Performance Level	Percent of Negotiated Level Achieved
Placement in Employment or Education	64.0%	70.7%	110.5%
Attainment of Degree or Certificate	43.5%	64.2%	147.6%
Literacy or Numeracy Gains**	20.0%	49.2%	246.0%
Average	100%		168%

All individual Youth measures were achieved at 90% or better; overall Youth measures achieved over 100%.

* PY 11 exit period covered – April '10 to March '11

**PY 11 exit period covered – July '11 to June '12

WORKFORCE INVESTMENT ACT PERFORMANCE MEASURES SUMMARY, PY 2012

State of North Dakota ETA #38005	Total Participants Served	Total Exiters
Adults	74,301	73,586
Dislocated Workers	147	97
Youth	444	223

Adult Program Results Common Performance Measures (Exit period Oct '11 to Sept '12)	Negotiated Performance Level	Actual Performance Level	Percent of Negotiated Level Achieved
Entered Employment Rate	74.1%	77.0%	103.9%
Employment Retention Rate*	83.5%	82.3%	98.6%
Average Earnings* (to nearest dollar)	\$11,900	\$12,475	104.8%
Average	100%		102.4%

All individual Adult measures were achieved at 90% or better; overall measures achieved over 100%.

Dislocated Worker Program Results Common Performance Measures (Exit period Oct '11 to Sept '12)	Negotiated Performance Level	Actual Performance Level	Percent of Negotiated Level Achieved
Entered Employment Rate	85.0%	90.4%	106.4%
Employment Retention Rate*	93.2%	93.1%	99.9%
Average Earnings* (to nearest dollar)	\$17,000	\$18,107	106.5%
Average	100%		104.3%

All individual Dislocated Worker measures were achieved at 90% or better; overall measures achieved over 100%.

Youth Program Results Common Performance Measures (Exit period Oct '11 to Sept '12)	Negotiated Performance Level	Actual Performance Level	Percent of Negotiated Level Achieved
Placement in Employment or Education	70.0%	71.2%	101.7%
Attainment of Degree or Certificate	64.2%	67.8%	105.6%
Literacy or Numeracy Gains**	47.0%	41.8%	88.9%
Average	100%		98.8%

Two individual Youth measures were achieved at 90% or better; overall Youth measures achieved 98.8%.

* PY 12 exit period covered – April '11 to March '12

**PY 12 exit period covered – July '12 to June '13

SKILLBUILDND

North Dakota's oil boom and strong economy has created rapid growth and a wealth of jobs in our state. It has also resulted in workforce shortages in some areas. Job Service North Dakota recognized this need and requested funding to help employers overcome their workforce shortages. Our efforts paid off when the U.S. Department of Labor awarded Job Service a demonstration grant in July 2012.

SkillBuildND is aimed at preparing eligible participants for jobs in North Dakota's growing oil industry and building trades – areas in which activity is expected to continue for years to come. The program provides financial assistance to unemployed, underemployed and dislocated workers with priority given to Veterans and Native Americans. Financial assistance may include tuition, books, fees and required training tools. If training is not needed, financial support may be available to help eligible individuals find employment or to relocate for a job within North Dakota.

SkillBuildND training takes place at eligible North Dakota schools and some programs in bordering states. Program training must be completed by June 2014.

WORK OPPORTUNITY TAX CREDIT (WOTC)

Employers may receive wage tax credits through the Work Opportunity Tax Credit program. Tax credits provide a tax credit to employers on wages paid to individuals hired from these targeted groups:

- Designated community residents
- Supplemental Nutrition Assistance Program (SNAP) benefit recipients
- Temporary Assistance for Needy Families (TANF) recipients
- Ex-felons hired within one year of conviction and/or release from incarceration
- Vocational Rehabilitation Services recipients
- Social Security Income (SSI) recipients
- Summer Youth Employees
- Veterans
 - Veterans who receive SNAP benefits
 - Disabled Veterans hired within one year of discharge
 - Disabled Veterans without wages for six months prior to being hired
 - Veterans unemployed for four weeks but less than six months prior to being hired
 - Veterans unemployed for at least six months prior to being hired

JOB OPPORTUNITIES AND BASIC SKILLS (JOBS)

The North Dakota Department of Human Services contracts with Job Service North Dakota to provide the JOBS program. The JOBS program is designed to help TANF recipients transition from welfare to work and self-sufficiency by providing services including job search preparation, work experience, support services and case management. Job Service North Dakota provides JOBS program services in Rolette, Cass, Richland, Sargent, Traill, Steele, and Ransom counties.

PARENTAL RESPONSIBILITY INITIATIVE FOR THE DEVELOPMENT OF EMPLOYMENT (PRIDE)

The Parental Responsibility Initiative for the Development of Employment (PRIDE) is a collaborative program between Job Service North Dakota, the judiciary, and the Department of Human Services. PRIDE helps parents who are or may become delinquent in the payment of court-ordered child support by providing useful and effective work activities and individualized employment services.

These activities help parents obtain work or overcome underemployment in order to meet their obligations. Parents are required to participate in appropriate job readiness, job search and other work activities as part of their plan for sustainable employment. The ultimate goal is to help participants become employed and meet their child support payment obligations.

TRADE ADJUSTMENT ASSISTANCE (TAA)

Trade Adjustment Assistance provides job training, job-search assistance, relocation assistance, and related services to workers who become unemployed as a result of foreign competition. The program provides for reemployment services and allowances to help eligible workers return to suitable employment.

FOREIGN LABOR CERTIFICATION PROGRAM

Employers who want to bring foreign laborers into the United States must be certified by the Office of Foreign Labor (OFL). Job Service North Dakota administers the Alien Labor Certification Grant, which helps the OFL by managing certain agriculture employers' job orders. This includes reviewing the job orders for correctness, writing and posting job listings, and conducting housing inspections. Job Service North Dakota's Labor Market Information Center conducts annual wage and prevailing practice surveys for guidance and compliance purposes.

A total of 292 and 270 applications were submitted for agriculture employment in fiscal years 2011 and 2012, respectively.

MIGRANT & SEASONAL FARM WORKER (MSFW) PROGRAM

Code of Federal Regulations, title 20, sections 651 and 653 mandate service equity to migrant and seasonal farm workers (MSFW) through Wagner-Peyser grant funding. Job Service North Dakota must ensure that MSFWs receive services that are qualitatively equivalent and quantitatively proportionate to services provided to non-MSFWs. At a minimum, Job Service North Dakota must meet four out of five service area requirements. The five areas are:

- Job referral
- Received staff assisted services
- Referral to supportive services
- Career guidance
- Job development contacts

Job Service North Dakota exceeded all service area requirements for PY 2011 and PY 2012.

SHARE NETWORK – ONLINE RESOURCE DIRECTORY

The Sharing How Awareness of Resources Empowers (SHARE) Network is an online, self-help services directory which lists community- and faith-based organizations that provide workforce development services to help people obtain, retain, or advance in employment. Organizations can become SHARE Network members at no cost. The SHARE Network embodies the vision of the One-Stop Delivery system and enables individuals to overcome barriers to sustainable employment.

UNEMPLOYMENT INSURANCE

Job Service North Dakota's Unemployment Insurance (UI) area administers the state's unemployment insurance program as authorized by the federal Social Security Act and North Dakota Century Code, Title 52. The UI area oversees the UI Trust Fund and payment of millions of dollars in unemployment insurance benefits annually.

The UI program serves individuals who have are attached to the labor force but are temporarily out of work through no fault of their own. The UI program aims to help protect the financial health of the unemployed and also cushion the impact of economic downturns. Unemployment Insurance benefits not only help claimants meet their day-to-day financial needs, they also benefit community businesses by providing an income source that allows impacted individuals to continue patronizing local businesses.

TAX AND FIELD SERVICES SECTION

The Tax and Field Services section collects employer unemployment insurance taxes and deposits them into the UI trust fund from which unemployment insurance benefits are paid.

In addition to administrative staff, Job Service North Dakota has ten Tax and Field Services staff stationed in North Dakota's major cities to help employers understand their UI program rights and responsibilities. The field staff also audits randomly-selected and targeted employer records to ensure compliance with unemployment compensation law.

Employers report quarterly employee wage information and pay taxes as a percentage of taxable wages per employee. Job Service North Dakota assigns UI tax rates based on employers' experience rates (the employers' history of taxes paid into the UI trust fund versus the amount of UI benefits paid to employees).

Employers whose contributions into the trust fund exceed benefit payments to former workers are known as positive balance employers. Negative balance employers are employers whose former workers have drawn more in benefits than the employer has paid in contributions.

The UI tax rates shown in the table below are applied to each worker's taxable wages. The taxable wage limit is set each year at 70 percent of the statewide average annual wage. The taxable wage base for calendar year 2011 was \$25,500 and \$27,900 for calendar year 2012.

Employer UI Tax Rates (% of taxable wages)	Tax Rate Calendar Year 2011	Tax Rate Calendar Year 2012
Positive Balance Employers	0.20 – 1.52	0.20 - 1.51
Negative Balance Employers	6.32 – 10.00	6.27 - 9.91
New Employers (non-construction)	1.37	1.36
New Employers (construction)	10.00	9.91

The Tax and Field Services Section has worked to provide services in the most convenient and accessible format as possible. To this end, the internet-based Unemployment Insurance Employer Account System (**UI EASY**), which was implemented in early 2005, has been extensively modified to provide ever increasing access to capabilities to employers. This system operates in a secure environment that encrypts data to protect employer information. Use of this system, or one of our other electronic options, is required for employers with 24 or more employees by statute.

UI EASY allows employers to:

- File and amend quarterly reports
- Pay unemployment insurance taxes
- Notify Job Service North Dakota of changes in business operations or ownership
- Calculate and make voluntary contribution payments
- Obtain certification for Federal Unemployment Tax (FUTA) purposes
- Review the status of requests for refunds and Corporate Officer Exemption from UI coverage
- Receive certain decisions and appeal determinations
- File appeals
- File past due reports
- Update contact information

Job Service North Dakota continues to receive positive feedback on the **UI EASY** application, driving us to enhance the system further in order to provide the best possible service to North Dakota employers. **UI Easy** usage increased 128 percent over the biennium.

BENEFITS SECTION

The UI Benefits Section pays unemployment insurance benefits to eligible claimants. Performance quality is measured in terms of two key factors: timeliness and accuracy.

Job Service North Dakota continuously monitors payment promptness in order to fulfill the UI program's purpose. The Secretary of Labor established a standard that 87 percent of intrastate claimants and 70 percent of interstate claimants must receive their first payment within 14 days of the end of their first compensable week. Job Service North Dakota's monthly performance average for intrastate and interstate claims was between 91 and 98 percent for PY 2011 and PY 2012. North Dakota consistently ranks among the leaders in the nation in these performance standards.

Job Service North Dakota conducts ongoing, comprehensive eligibility reviews to ensure benefit payment accuracy. Individuals initially determined to be qualified for benefits must continue to maintain a genuine attachment to the labor market by actively seeking employment. We continuously verify claimant, employer and public information, and perform comprehensive prepayment screening and post-payment monitoring to help prevent program abuse.

The unemployment insurance claims center, a centralized telephone claims center, has provided unemployment insurance customer service since 2002. In May 2005, Job Service North Dakota implemented online services through the Unemployment Insurance Internet Claims Entry (**UI ICE**) system. Approximately 40 percent of unemployment insurance claimants use the online system to file their claims, complete weekly certifications, participate in reemployment activities, and monitor the status of their claims.

DISASTER UNEMPLOYMENT ASSISTANCE

Disaster Unemployment Assistance (DUA) benefits are federally-funded and provide temporary income to individuals who suffer disaster-related unemployment and who do not qualify for state unemployment benefits. The majority of DUA recipients are self-employed individuals, including farmers and migrant farm laborers.

There was one qualifying disaster declaration during the 2011-2013 biennium. This disaster declaration was for flooding occurring in the spring and summer of 2011 in multiple counties in the state. DUA benefits paid for this disaster totaled \$2,456,253.

EMERGENCY UNEMPLOYMENT COMPENSATION

Emergency Unemployment Compensation (EUC) is a 100 percent federally funded program that provides benefits to individuals who have exhausted regular state benefits. The EUC program was created on June 30, 2008, and has been modified several times. The American Taxpayer Relief Act of 2012 (P.L. 112-240) extended the expiration date of the EUC program to January 1, 2014. As a federally-funded program, EUC does not impact North Dakota employers' unemployment insurance experience ratings or unemployment insurance tax rates.

Individuals are not eligible for EUC if they are eligible for any other type of unemployment insurance benefits. Under updated federal law, North Dakota claimants can currently receive up to 14 additional weeks of UI benefits. The number of additional weeks individuals receive is dependent upon various eligibility factors associated with their original UI claims. From June 30, 2008 through June 30, 2013, more than 26,000 EUC claims have been filed and in excess of \$101 million in benefits has been paid.

QUALITY ASSURANCE

Quality is a primary focus in all areas of the UI program. A variety of external and internal audits and reviews ensure that the UI program is administered accurately, with high quality, and with the utmost integrity.

The Job Service North Dakota Quality Assurance Section conducts several reviews to help ensure compliance with federal requirements and internal quality standards. Quality assurance staff members perform:

- Tax Performance System (TPS) reviews of employer status determinations, report delinquency, cashiering, collections, field audits and account maintenance.
- Data validation studies to verify:
 - Workload counts including the number of initial claims, weeks claimed, nonmonetary determinations, and appeals reported to the U.S. Department of Labor (USDOL). These workload items determine funding for the UI program. The Quality Assurance Section reviews sample workload items to assess data-reporting accuracy
 - The accuracy of data elements used to establish workload item counts.
- UI program risk analyses.
- Benefits Timeliness and Quality (BTQ) reviews of nonmonetary determinations. BTQ reviews are conducted internally each quarter. A subset of these reviews undergoes a federal multi-state review annually. This review ensures consistency of scoring and results across states. Additionally, Job Service UI staff members conduct monthly in-house reviews.

- Lower authority appeals reviews, of which a subset of cases is forwarded to the USDOL for review to ensure scoring consistency among states. Lower authority appeals reviews are performed quarterly.
- Benefit Accuracy Measurement (BAM) reviews of paid and denied claims to verify program accuracy and integrity
- An annual State Quality Service Plan (SQSP). The SQSP details major project and initiative progress and corrective action plans for prior year deficiencies to help improve UI claimant and employer services

APPEALS SECTION

Claimants and employers have the right to appeal any Job Service North Dakota UI benefits or UI tax determination. The UI Appeals Section conducts informal hearings and renders decisions on those appeals. The Appeals Section rendered 5,436 reportable decisions in PY 2011 and PY 2012. These decisions involved claimants and employers as appellants.

Job Service North Dakota must render 60 percent of appeal decisions within 30 days and 85 percent within 45 days of the date the appeal was filed per Secretary of Labor Standards. Job Service North Dakota rendered 24.63 percent of the decisions within 30 days, and 49.81 percent within 45 days. Appeals performance was impacted significantly by increased workload during the biennium.

STATE SOCIAL SECURITY ADMINISTRATOR

Job Service North Dakota administers the Social Security Contribution Fund (North Dakota Century Code Chapter 52-10). The State Social Security Administrator serves as a liaison between the state and federal government, ensuring that state political subdivisions provide basic retirement protection to their employees, employees' dependents, and survivors as required under the Social Security Act.

REEMPLOYMENT

The unemployment insurance area also recognizes the importance of helping claimants rejoin the workforce and as such places an ever-increasing focus on innovative approaches to enhance our reemployment services.

Key reemployment assistance includes:

- An online labor exchange through jobsnd.com:
 - Enables employers to post job openings and immediately review qualified applicants' resumes
 - Gives job seekers access to employers' job postings
 - Provides an online "virtual recruiter" that can automatically notify employers and job seekers of matches between job openings and job seekers' skills
- Job-search workshops, resume-writing assistance, and career guidance
- Online reemployment tools to provide rapid reemployment assistance
- State-of-the-art One-Stop Career Centers located throughout the state
- Notifications to claimants informing them of upcoming job fairs and job seeking information

During 2011 and 2012, Job Service North Dakota received Reemployment Eligibility Assessment Initiative (REA) grants which provided federal funding for the reemployment unit within the unemployment insurance area. Through the REA program, claimants worked with case managers who assessed their job skills, offered resume and job seeking assistance, and provided job referrals. In addition, claimants completed a variety of online activities to improve their reemployment opportunities. This reemployment approach helped get claimants back to work more quickly.

UNEMPLOYMENT INSURANCE ADVISORY COUNCIL

The 2005 legislative assembly provided for an Unemployment Insurance Advisory Council. The Governor appoints eight members (five members representing employers, two members representing employees, and one member representing the state at large). The UI Advisory Council advises Job Service North Dakota regarding issues relating to the operations, effectiveness, fairness, and efficiency of the UI program.

SYSTEM MODERNIZATION PROJECT

Job Service North Dakota's unemployment insurance mainframe-based technology system is more than 30 years old and a major barrier to the agency's efficiency efforts and ability to provide enhancements and streamlined processes and procedures.

Outdated technology is financially challenging to maintain and increasingly difficult to physically maintain as the number of individuals with old system knowledge dwindles. Until a new system is developed, Job Service North Dakota must rely on expensive contractors, specialists, and retirees to troubleshoot problems and perform system maintenance.

The U.S. Department of Labor recognizes the challenges of antiquated technology systems and has a strong interest in system modernization. The U.S. Department of Labor also understands the costs associated with modernization and provides priority to states that work in partnership with other states in their efforts toward modernization.

Approximately 12 states have moved forward with consortium efforts while the remaining states use a combination of Reed Act funds, state borrowing, state general funds, and employer surcharges to fund their system modernization projects

North Dakota is in a federally-funded consortium with Wyoming, Colorado, and Arizona. Job Service North Dakota received funding from the U.S. Department of Labor in two phases. The first phase, for feasibility planning and requirements development is complete. As part of Phase 2, a vendor has been selected via a competitive RFP process and the GAP analysis, requirements definition and system development has begun. The project is funded by the USDOL and must be completed by December 31, 2016 based upon federal fund expenditure rules.

Some of the more immediate benefits of our participation include:

- Federal funds cover the cost of gathering system requirements
- Multiple-state staff contributions allow for more in-depth and timely analysis
- All consortium member states share best practices
- Access to unemployment insurance expertise from federal resources and consortium states
- Development of detailed system requirements
- Significant cost savings to North Dakota

The consortium project will also provide long-term benefits including increased efficiencies, lower technology costs, increased customer satisfaction, unemployment insurance trust fund protection, and the ability to meet federal compliance requirements in a more timely and cost effective manner. These benefits will lead to the development of a blueprint to successfully modernize our tax and benefit system.

LABOR MARKET INFORMATION

The Job Service North Dakota Labor Market Information (LMI) Center provides up-to-date labor market information which helps job seekers, career explorers, and employers make more informed decisions. The LMI Center's work is funded through contract with the Bureau of Labor Statistics (BLS) and a Workforce Information Grant (Workforce Investment Act funds).

The LMI Center collects, analyzes, and publishes a wide array of information about North Dakota's labor market. The information is current, relevant and provides information that is invaluable to employers and job seekers as they make important business and career decisions.

Ensuring that North Dakota has valuable workforce information and working to build a network of workforce information with partners are key goals of the LMI Center. The LMI Center has partnered with agencies and organizations on the Workforce Investment Act (WIA) State Plan and the Career Outlook. LMI staff members are collaborative agents in the state Workforce Intelligence Council and Steering Committee, and in development of career information products.

North Dakota's LMI Center is continually recognized as one of the nation's top LMI performers. Businesses, economic developers and policy makers also recognize the LMI Center as an accurate and timely source of employment and economic information. The majority of the information gathered, analyzed, and published is for use by employers, job seekers, policy makers, governmental agencies, educators, and Job Service One Stop offices.

Based on customer feedback, the LMI Center creates new products that emphasize the labor market information that is available. Interested parties can request LMI products and services online via the NDWIN page of jobsnd.com or by calling 701-328-2868.

NORTH DAKOTA'S WORKFORCE INTELLIGENCE NETWORK (NDWIN)

North Dakota's Workforce Intelligence Network (NDWIN), is a next-generation Internet application that compiles, disseminates, and publishes the state's leading workforce data, and labor market information from wages, to projections, to the latest employment figures.

NDWIN is composed of three main sections, Analyzer, Products and the Resource Center:

- The Analyzer provides for interactive query on the state's latest economic and labor market information. A repository of sorts, Analyzer contains wage, employment, labor force, and demographic information, along with a multitude of additional workforce intelligence data. Users can create geography-specific reports depending on data availability.
- The Products section contains electronic versions of our publications. These web-exclusive publications are available for download.
- The Resource Center is dedicated to provide our customers with the tools needed to wade through the world of workforce intelligence. Available features include a Glossary, Related Sites, 20 Questions, and Contact Information, just to name a few.

EMPLOYER SURVEYS

All employers covered by unemployment insurance laws are required to submit a quarterly Employer's Contribution and Wage Report which includes the number of employees by month, total payroll, taxable payroll, and contributions. Statistical data obtained from these reports provide a wealth of information. Over the years, there have been a number of name changes for these employer-provided numbers. Past references include Covered Employment, UI Covered Employment, and ES-202. The federal government now states that this information should be designated as the Quarterly Census of Employment and Wages (QCEW).

The Labor Market Information Center has published *North Dakota Employment and Wages* annually since 1984 and makes extensive use of the QCEW data. Employment and wages are listed as annual averages from the current and previous year for the state, the eight planning regions, and all counties. Numeric changes and percent changes from the previous year are also provided. This format is used for annual average employment, total annual wages, and average annual wages. Information is displayed by major industry division at the county and regional levels, but is in finer detail at the state level, providing information for more specific industry groups. Tables show the number of firms by employment size classes for major industry groups, and the current year's data are compared to the previous year's information.

Another program, known as Current Employment Statistics (CES-790), is operated by the LMI Center in cooperation with the U.S. Department of Labor, Bureau of Labor Statistics. Each month, approximately 2,400 North Dakota employers supply information on employment, earnings, and employees' hours worked. The information is used to estimate monthly employment by industry, for the state, and the three Metropolitan Statistical Areas (MSAs): Fargo-Moorhead, Grand Forks, and Bismarck.

OCCUPATIONAL EMPLOYMENT STATISTICS

The Occupational Employment Statistics (OES) Survey is an LMI mail survey that samples establishments covered by unemployment insurance to obtain wage and salary employment by occupation. Twenty North American Industry Classification System (NAICS) categories are covered under the survey during a three-year period. Employers are asked to provide the number of employees in 770 occupational categories, distributed across 12 wage ranges. The data are used to estimate total employment by occupation and to create occupational employment projections.

The OES survey is used to create the publication *Wages for North Dakota Jobs*. The publication contains occupational Standard Occupational Codes (SOC), occupational descriptions, employment counts, entry-level wages, experienced wages, and average wages on an hourly basis; and entry-level wages, median wages, experienced wages, and average wages on an annual basis.

LONG-TERM AND SHORT-TERM PROJECTIONS

Job Service North Dakota also publishes information related to industry and occupation projections. The latest publication related to projections is the *North Dakota Employment Projections*. The publication breaks information into two sections – industry projections and occupational projections. Industry projections are based on two-, three- and four-digit NAICS industries. The publication includes base estimates and projected employment, along with numeric and percent changes between the two data sets.

Within the occupational projections section, occupations are arranged by the 22 major occupational groups. Each group contains statewide information for every disclosable occupation, including estimated and projected employment, wage information from the most recent survey, occupational codes, alternate titles, descriptions, education and training requirements, and openings due to growth and replacement.

Long-term employment projections are a ten-year look at future employment trends by industry and occupation updated every other year. Long-term employment projections attempt to identify industries and occupations in which job openings are expected to occur and provide insight into the state's rapidly-growing, stable, or declining industries and occupations. Projections can be used for career planning purposes, assess future training needs, aid in workforce recruiting efforts, or analyze industry and occupation demand trends.

Short-term employment projections are a two-year look at future employment trends by industry and occupation updated every year. Short-term employment projections attempt to identify business cycle patterns and gauge their effect on job openings in the local labor market two years into the future. Projections can be used for career planning purposes, assess future training needs, aid in workforce recruiting efforts, or analyze industry and occupation demand trends.

LONG-TERM EDUCATION AND TRAINING PROJECTIONS

This product, updated biennially, reconciles North Dakota occupation projections data with related education and training assignments. The data are grouped by typical entry-level education and arranged by Standard Occupational Classification (SOC) codes, making it easier to find occupations with similar education requirements.

FRINGE BENEFIT SURVEYS

Fringe Benefit Surveys are conducted in the state every two years. Through these surveys, data are collected on the various types of fringe benefits offered to hourly and salaried employees. The survey obtains separate data for full-time versus part-time employees. Data collected consist of wage adjustments, cost of benefits, paid time off, insurances, retirement, and additional benefits. After a two-year cycle, the results from the local areas are gathered, compiled, and combined into a biennial statewide report called the *North Dakota Benefits Guide*. The *North Dakota Benefits Guide* allows easy comparisons of benefits offered by firms.

ONLINE JOB OPENINGS REPORT

The Online Job Openings Report provides a monthly overview of North Dakota's labor market supply/demand dynamic. The number of online job openings (unfilled jobs) is used to calculate the job openings rate which is an important measure of the unmet labor demand. Knowing the job openings rate makes it possible to paint a more complete picture of the state's labor market than by looking solely at the unemployment rate which is a measure of the excess labor supply.

The Online Job Openings Report includes additional supply/demand rate calculations such as the number of unemployed per job opening and active resumes per job opening.

OIL AND GAS ECONOMY

North Dakota's Oil and Gas Economy is a report that melds together oil and gas production statistics, labor market information, and other related economic indicators to provide a current, quick-and-easy overview of the state's oil and gas economy. Due to the regional influence of the oil and gas economy, this report focuses on three main geographic groupings:

1. Core oil and gas producing counties
2. Balance of oil and gas producing counties
3. Non oil and gas producing counties.

These groupings highlight the contrast in the direct impact of oil and gas activity. Ten years of historical data have been added for most data elements so visual trends can be spotted. This report is updated with the latest data on the first working Tuesday of each month. Since data sources release their information at different times throughout a month or year, newer data may become available after an update is released but before the next scheduled update. The report will reflect the newer data in the next scheduled update. Some data cannot be released due to reliability, availability, or confidentiality restrictions.

THE BALANCING ACT

The Balancing Act is a summary of workforce issues pertaining to women and families, including data about the labor force, wages, education, child care, retirement, and family dynamics. The report aims to provide insight about the "balancing act," and bring awareness and dialogue to the current issues women encounter in the workforce.

AREA PROFILES

The *North Dakota Area Profiles* is a series of publications that provide a quick-and-easy overview of a local area's labor market and economy. The profiles summarize many primary and secondary sources of information such as industry employment and wages, unemployment and labor force statistics, demographic data, initial unemployment insurance claims, workforce statistics, and taxable sales and purchases.

The Area Profiles were expanded in April 2013 to focus on county geographies rather than the state's largest cities. This change in geographic coverage expands profiles to areas that previously were not available. In addition, Area Profiles are now updated monthly rather than annually, and include the latest monthly and quarterly data as well as ten-years of annual data for a longer term perspective.

Area Profiles was updated once again in November 2013 to include annual building permits data and annual school enrollment data. In addition, worker hires and separations data have been adjusted to match the U.S. Census Bureau's LED program modified methodology. This methodology now excludes short-term employment (jobs that began and ended in less than 90 days within the same quarter) from the hires and separations rate calculations. The focus is now on jobs with longer-term or continuous employment (more than one consecutive quarter).

Each Area Profile includes tables and charts that make it easy to see data changes, trends, and comparisons. They also display various QCEW information including annual average employment, number of business establishments, annual average wages, and total wages. Previous year data and the over-the-year changes are included for comparison.

QUARTERLY REVIEW

The Quarterly Review highlights the most recently released quarterly employment and wage data by industry. Data are compiled using results from quarterly contribution reports and disseminated through the Quarterly Census of Employment and Wages (QCEW) program—a near-census count of all the state’s employers and jobs and considered the most accurate source for detailed employment and wage information by industry for the state, its regions and counties. Employers report the number of employees they have on their payroll for each month of a quarter along with total quarterly wage compensation.

LARGEST EMPLOYERS IN NORTH DAKOTA

View North Dakota’s 50 largest statewide employers, in addition to select county listings. Updated annually, employer rankings are based on the number of monthly payroll jobs reported to the Quarterly Census of Employment and Wages (QCEW) program. The QCEW program uses the monthly jobs data to calculate an average annual employment number for each employer of the referenced calendar year and the results are ranked within eligible geographic areas.

JOBS REPORT

The Jobs Report is updated monthly using data extracted from the Current Employment Statistics (CES) program. The report is a snapshot of the state's current labor market and summarizes payroll or nonfarm employment estimates for North Dakota and its three metro areas (Bismarck, Fargo, Grand Forks). Data are not seasonally adjusted.

LABOR FORCE AND UNEMPLOYMENT STATISTICS

Labor force estimates include counts for the total labor force, employed, and unemployed as well as a calculated unemployment rate. Labor force estimates are generated monthly utilizing the Local Area Unemployment Statistics (LAUS) program. The labor force is defined as non-institutionalized civilians 16 years of age and older working or actively seeking work. The unemployment rate for an area is the number unemployed as a percent of the labor force. Labor force and unemployment statistics are calculated without duplication, since each person is classified as employed, unemployed, or not in the labor force. Employed persons holding more than one job are counted only once.

CAREERS IN NORTH DAKOTA

Careers in North Dakota is a comprehensive publication that covers nearly everything you ever wanted to know about North Dakota career opportunities including employment projections, wages, core tasks, work activities, skills, knowledge, and typical education and training requirements. Occupations that are considered high-wage, high-demand, or are in one of five skill clusters are tagged for easy identification.

Each occupation can also be cross-referenced with a Standard Occupational Classification (SOC) code, career cluster, or general interest area. *Careers in North Dakota* should be used as a general guide for career exploration, not as the sole determinant of a career direction or choice.

LMI GUIDE

The Labor Market Information Center created the *Labor Market Information Guide* to help users become more familiar with North Dakota's LMI products, services, and the NDWIN website, ndworkforceintelligence.com. NDWIN can also be accessed through jobsnd.com.

METHODS FOR COUNTING JOBS

A quick guide on methods for counting jobs aims to highlight methodological differences in "employment" in some of NDWIN's most popular data series. Download a PDF copy to find a breakdown of descriptions, geographies, reporting frequencies, advantages, and limitations of each series presented in an easy-to-understand, one-page matrix.

SPECIAL RESEARCH STUDIES

The LMI Center also conducts a number of special research studies on a variety of labor market and economic topics. The results of these studies, as well as any of the LMI products, can be accessed on our web site, ndworkforceintelligence.com, or by calling 701-328-2868.

AGENCY FUNDING OVERVIEW

FEDERAL FUND EXPENDITURES

Catalog of Federal Domestic Assistance Title	Year Ended June 30, 2012	Year Ended June 30, 2013
Employment Service (Wagner-Peyser)	\$ 5,637,086	\$ 5,937,414
Unemployment Insurance	32,794,739	25,435,319
Labor Certification for Alien Workers	85,185	83,084
Labor Force Statistics	606,032	610,250
Disabled Veterans Outreach Program	459,168	516,435
Local Veterans Employment Representative	155,082	72,355
Workforce Investment Act (WIA)	3,849,588	3,982,164
Trade Adjustment Assistance – Workers	1,401,234	529,401
WIA PY 2010 Performance Incentive Grant ⁽¹⁾	195,644	81,309
Food Stamp Employment & Training ⁽²⁾	86,018	93,832
Temporary Assistance for Needy Families ⁽²⁾	1,214,480	1,343,209
Workforce Quality Data Initiative	92,100	571,304
WIA Dislocated Worker National Reserve – Demonstration Grant		1,056,211
Energy Efficiency Building Improvement Program ⁽³⁾	365,364	
Other Federal Assistance	11,161	<11,046>
Transition Assistance Program	25,305	12,967
Total	\$46,978,186	\$ 40,314,208

⁽¹⁾ Passed through ND Department of Education.

⁽²⁾ Passed through ND Department of Human Services.

⁽³⁾ Passed through North Dakota Department of Commerce.

NOTE: This information was extracted from the Job Service North Dakota Financial Reports (Schedule of Expenditures of Federal Awards) for the years ending June 30, 2012 and June 30, 2013. Included in these expenditures for the years ended June 30, 2012 and 2013 are \$555,192 and \$322,881, respectively, of American Recovery and Reinvestment Act (ARRA) funds for the following programs: Unemployment Insurance and Energy Efficiency Building Improvement Program.

2013 LEGISLATIVE SUMMARY

Several bills passed through the 63rd Legislative Assembly that related to Job Service North Dakota. The major legislative bills and changes are summarized as follows:

Senate Bill No. 2016

Job Service North Dakota Appropriation; New Jobs Training Program and Workforce Training Program

Approved general fund appropriations totaling \$1,910,235 which includes \$1,541,924 for Workforce 20/20, and \$300,000 to continue the job spidering job search tool. An appropriation of \$12,407,000 in Reed Act funds was approved for the development of a modernized unemployment insurance computer system.

Signed by Governor April 29, 2013.

House Bill No. 1111

Relating to the Employer Charging/Non Charging for Unemployment Insurance Benefits

Amended subsection 3 of NDCC 52-04-07 to prohibit relieving employers from charges resulting from the improper payment of benefits to past employees when the employer is found to be at fault for the improper payment.

Signed by Governor March 26, 2013.

House Bill No. 1112

Filing of Liens to Recover Monies Owed to the Unemployment Insurance Program & Eligibility of Unemployment Insurance Benefits during a Lockout Labor Dispute

Amended subsection 2 of NDCC 52-04-12 to provide Job Service North Dakota the ability to file a lien through the Secretary of State's office. Additionally, the bill amended subsection 4 of section 52-06-02 to clarify that during any labor dispute, including lockouts, individuals participating in or potentially benefiting from the labor dispute are not eligible to receive Unemployment Insurance benefits.

Signed by Governor April, 26, 2013

House Bill No. 1358

Oil and Gas Related Labor Market Information Data

Appropriated \$120,000 to Job Service North Dakota for the purpose of upgrading collection and use of employment data to correctly identify all employees who should be included for statistical purposes in oil and gas-related employment.

Signed by Governor May 3, 2013

Senate Bill No. 2111

Penalties to Unemployment Insurance Claimants in Instances of Fraud

Amended NDCC 52-06-33 to impose a monetary penalty upon individuals who provide a false statement in order to obtain unemployment insurance benefits. The penalty amount within the bill is 15 percent of the overpaid benefit amount.

Signed by Governor March 21, 2013