

WORKFORCE DEVELOPMENT COUNCIL EXECUTIVE COMMITTEE MEETING AGENDA

Tuesday, February 19, 2019

3:00 P.M. – 4:00 P.M.

LOCATION: | Job Service North Dakota Central Office, 3rd floor Conference Room
| To Attend by Audio: 701-328-7950 / Participant Code: 567000#

| TIME | AGENDA ITEM | PRESENTER |
|-------------|---|--|
| 3:00 p.m. | Call Meeting to Order – Roll Call Approve minutes of October 22, 2018 <ul style="list-style-type: none">• Discuss the use of Governor's Set Aside Funds• Legislative Update | Dave Farnsworth Michelle Kommer |
| 4:00 p.m. | Adjourn | Dave Farnsworth |

WORKFORCE DEVELOPMENT COUNCIL

Minutes of the

**WORKFORCE DEVELOPMENT COUNCIL
EXECUTIVE COMMITTEE**

Tuesday, February 19, 2019

Job Service North Dakota Central Office

And via audio
1000 E Divide Ave, Bismarck ND 58503

Dave called the meeting to order at 3:00 pm.

Members present: Dave Farnsworth, Cindy Griffin, Kurtis Karn, Don Shilling, Arnie Strebe

Ex-officio members present: Michelle Kommer, Bryan Klipfel

Staff present: Susan Gunsch, Tammy Barstad

It was moved by Perry Lubber, seconded by Don Shilling, and carried on a voice vote to approve minutes from the October 22, 2018 Executive Committee meeting.

Bryan Klipfel is the interim director for Job Service and will represent the agency as a member of the Council. Michelle Kommer will continue as lead for the Workforce Development Council and committees.

Discuss the use of Governor's Set Aside Funds

Under WIOA, the federal government designated 15% of funds as set aside funds for the governor to decide how to use the funds to address unique workforce issues within each state. An RFP has been drafted to invite proposals to address workforce challenges identified within the WDC Report of Recommendations. The WDC Executive Committee will evaluate submitted proposals and make a recommendation to the Office of the Governor. The intent is to help a good idea loft but not sustain it.

The state procurement rules are very specific. This committee will determine a rating system that gives more weight to areas of priority, for example, more weight might be assigned to proposals that include private sector matching funds.

North Dakota vendors will be notified of the RFP through the state procurement site. Once finalized, this RFP may also be shared by any of the council members.

Next steps: Susan and Michelle will work with the state procurement office to complete the RFP and get the weight/rating system in place. Then this committee will approve the RFP. Homework for committee members is to help build a distribution list for the RFP. Email your recommendations to Michelle.

Legislative Update

Michelle is helping create a one-page fact sheet to be distributed to the legislative assembly that includes every bill addressing workforce issues. The document will help Legislators recognize that they are voting for or against workforce issues.

The WDC active presence in this next phase is going to be very important. The March meeting of the full Council might be an opportunity to do another wave of rallying members to meet with legislators and industry groups around focused points.

It was moved by Perry Lubbers, seconded by Arnie Strebe to adjourn the meeting.