



**NORTH DAKOTA
WORKFORCE DEVELOPMENT COUNCIL**

**Job Service North Dakota
1601 E Century Ave.
Bismarck, ND 58501**

**AGENDA
Wednesday, October 21, 2014 10:00 AM – 3:00 PM**

| TIME | ACTIVITY | PRESENTER |
|-------------|--|---|
| 10:00 am | Call to Order <ul style="list-style-type: none">• Welcome and Introductions• Review and approve today's agenda• Review and approve July 16, 2014 minutes | Dave Farnsworth |
| 10:15 am | Directors report <ul style="list-style-type: none">• Amended agendas• Budget & Membership update | Susan Gunsch |
| 10:30 am | Education and workforce connection | Valerie Fischer Dr Larry Skogen Kirsten Baesler Cheri Giesen |
| | Working Lunch - Review of sunset Policies (paper copies in packet) | |
| 12:30 pm | Discuss and approve policies | Susan Gunsch |
| 1:00 pm | Agency Reports and Workforce Training updates <ul style="list-style-type: none">• Job Service North Dakota• Department of Public Instruction• Vocational Rehabilitation• Depart of Commerce, Workforce Development Division | Ruth Lacher Valerie Fischer Russ Cusack Wayde Sick |
| 2:00 pm | Update on the Workforce Innovation & Opportunity Act | Susan Gunsch |
| 2:45 pm | Member updates | |



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October 21, 2014**

MEMBERS PRESENT: David Farnsworth, Pat Bertagnolli, Sonja Bommersbach, Valerie Fischer, Cheri Giesen, Rosella Grant, Hans Halvorson, Jan Kamphuis, David Kernnitz, Laetitia Mizero, Wendlin Piatz, Jane Priebe, Dan Rood, Greg Schmalz, Rae Schobinger, Larry Skogen, Jim Walker

MEMBERS ABSENT: Drake Carter, Uma Hoffman, Wayne Kutzer, Bruce Walker

EX-OFFICIO MEMBERS PRESENT: Susan Gunsch

DESIGNEES PRESENT: Brenda Vennes, Wayde Sick, Debbie Painte

STAFF PRESENT: Ruth Lacher, Tammy Barstad, Phil Davis

GUEST PRESENT: Barry Dutton

CALL TO ORDER: (David Farnsworth)
Welcome and Introductions

APPROVAL OF AGENDA:
Jan Kamphuis motioned to approve the agenda as presented.
Dan Rood seconded the motion. All in favor. Motion passed.

APPROVAL OF MINUTES:
Review and approve July 16, 2014 minutes
Rosella Grant motioned to approve the minutes as presented.
Jan Kamphuis seconded the motion. All in favor. Motion passed.

DIRECTOR'S UPDATE: (Susan Gunsch)
Susan presented amended agendas to the July 30, 2013 and October 24, 2013 minutes to reflect actual meeting activity be in compliance with audit findings.
Jane Priebe motioned to accept the minutes for both meetings as presented.
Valerie Fischer seconded the motion. All in favor. Approved.
Susan reviewed the biennial budget through June 30, 2014.

MEMBERSHIP UPDATE:
Lee Ann Johnston will be coming on to the board as a School Board member from Devils Lake, replacing Donna Fishbeck who chose not to run for another term and is no longer on the school board.

EDUCATION AND WORKFORCE CONNECTION: (Valerie Fischer)

- Kirsten Baesler, State Superintendent of Public Instruction, provided an overview of the agency goals and vision. There are currently 110,000 students in K-12 schools and enrollment is expected to continue to increase. There will be a website update in December 2014 that will include value comparisons within the school districts.
- Cheri Giesen, Director of Job Service ND, provided an overview of the agency goals and vision. It's important to maintain relationships and collaborate with partner agencies to understand employer and economic development needs. North Dakota has been nominated to receive a Department of Labor funded consultant to help develop sector strategies.

- Dr Larry Skogen, Interim Chancellor ND University System, provided an overview of the agency goals and vision. The Chancellor's Cabinet includes all 11 institution presidents. ND is one of 6 sites to pilot UAS (Unmanned Aircraft Systems) in the US. ND public institutions are second in the nation in the percentage of Young Adult Degree attainment and the fifth lowest in tuition increases.
- Barry Dutton, State Director Department of Labor Office of Apprenticeship, there are currently 70-75 programs with almost 1200 apprentices in North Dakota working to retrain the workforce. It's important to work closely between Registered Apprenticeship and College Consortium (RACC).

WORKING LUNCH - REVIEW OF SUNSET POLICIES (Susan Gunsch)

Susan presented each of the policies for review and reinstatement.

- 1-01-03 Conflict of Interest. No changes suggested. Greg Schmalz made a motion to reinstate the policy, Jan Kamphuis seconded. All in favor. Approved.
- 1-03-03 Member Expense Reimbursement. No changes suggested. Brenda Vennes made a motion to reinstate the policy, Jane Priebe seconded. All in favor. Approved.
- 1-04-03 Council Member Attendance at Out-of-State Conferences and Training Events. No changes suggested. Rosella Grant made a motion to reinstate the policy, Brenda Vennes seconded. All in favor. Approved.
- 2-01-03 Criteria for Determining Self-Sufficiency for WIA Eligibility. No changes recommended. Jane Priebe made a motion to reinstate the policy, seconded by Wayde Sick. All in favor. Approved.
- 2-03-03 Hard to Serve Special Participant Populations. No changes recommended. Jane Priebe made a motion to reinstate the policy, Rosella Grant seconded. All in favor. Approved.
- 2-04-03 Removal from Eligible Trainer Provider List. No changes recommended. Hans Halvorson made a motion to reinstate the policy, Laetitia Mizero seconded. All in favor. Approved.
- 2-05-03 Transfer of Funds Between Adult and Dislocated Worker Programs. No changes recommended. Dan Rood made a motion to reinstate the policy, Jan Kamphuis seconded. All in favor. Approved.
- 2-06-03 Waiver requests. No changes recommended. Jane Priebe made a motion to reinstate the policy, Hans Halvorson seconded. All in favor. Approved.
- 2-08-03 Selection of Service Providers. No changes recommended. Dan Rood made a motion to reinstate the policy, Greg Schmalz seconded. All in favor. Approved.
- 2-09-04 Displaced Homemaker. No changes recommended. Jan Kamphuis made a motion to reinstate the policy, Jane Priebe seconded. All in favor. Approved.
- 2-10-04 Service to Individuals with Multiple Barriers to Employment. Suggested changes include removing "young women" and "older individuals" from the list and add "single parent" to the list. Laetitia Mizero made a motion to reinstate the policy with the changes, Hans Halvorson seconded. All in favor. Approved.
- 2-11-06 Veterans Priority of Service. Suggested change of the title to "Priority of Service to Veterans and Eligible Spouses of Veterans." Wayde Sick made a motion to reinstate the policy with the suggested change of title, Pat Bertagnolli seconded. All in favor. Approved.

AGENCY REPORTS AND WORKFORCE TRAINING UPDATES

Job Service North Dakota (Ruth Lacher)

Reviewed the WIA performance report.

Reviewed the WIA financial report. Currently 65% of dollars expended by end of June, 66% committed.

Reviewed the Workforce 20/20 program report. There are 94 contracts,

Reviewed SkillBuildND report. Performance measures are being met. Currently 321 enrollments.

Department of Public Instruction (Valerie Fischer)

Report in packet.

Vocational Rehabilitation (Brenda Vennes)

Brenda shared statistics for Sep 30-Oct 1 this year - 394 successful closures, 1165 referrals, 795 employment plans, 93% still employed after 6 months.

Department of Commerce, Workforce Development Division (Wayde Sick)

- Find the Good Life in ND digital campaign – 60,000 clicks, 51,000 visited the site, 82% accessed through mobile devices. Planned commercials will be aired through the holidays.
- Governor's Workforce and Summit was held Oct 8 and 9 with 360 registered attendees. Next year the summit will be held in September 2015 in Fargo.
- An update was provided on Workforce Enhancement grants and tribal colleges grants.

WORKFORCE INNOVATION & OPPORTUNITY ACT (Susan Gunsch)

Susan shared an outline of WIOA highlights that need to be addressed by the state board or the governor.

MEMBER UPDATES

- Lutheran Social Services has had resettlements from 2 Ebola countries, Liberia not since 2012 and Sierra Leone not since 2010. There are screenings before they leave and then again when they arrive in the US. Alicia Hellion has been hired as the ND State Refugee Health Coordinator and is located in Cass County Public Health office.
- Guardian Foundation provides services for qualified veterans and, as a result of contacts on this Council, has been offered up to \$300,000/year.
- Manufacturing industry associations are providing proactive strategies to replace retirees.
- Career and Technical Education is developing a soft skills assessment for career readiness.
- It's hard to find employees in NW MN, Polaris Industries is flying in employees from NM and other areas.
- WalMart in Bismarck is bringing in workers from SD.

David Farnsworth made a motion that the Workforce Development Council formally recognize Susan Gunsch's efforts to organize and prepare for the Council. Hans Halvorson seconded. All in favor. Approved.

ADJOURNMENT

Jane Priebe made a motion to adjourn, Dan Rood seconded. All in favor. Approved.

Meeting adjourned at 3:15 pm.