



**NORTH DAKOTA
WORKFORCE DEVELOPMENT COUNCIL**

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

**AGENDA
Tuesday May 12, 2015 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 January 28, 2015 minutes • Next meeting date and membership suggestion for sector presentation 	Dave Farnsworth
10:15 am	Directors Report <ul style="list-style-type: none"> • Budget & Membership update • Update on efforts to implement the Eligible Training Provider List • Update on the One-Stop Operator procurement requirement • WIA Incentive for North Dakota for PY 13 = \$3,000,000 	Susan Gunsch
10:30 am	Career Services MOU CAREER SERVICES; DESIGNATION OR CERTIFICATION AS ONE-STOP OPERATORS.—A local board may provide career services described in section 134(c)(2) through a one-stop delivery system or be designated or certified as a one-stop operator only with the agreement of the chief elected official in the local area and the Governor.	Susan Gunsch
10:45 am	Labor Market Information	Michael Ziesch
11:00 am	ND Strategic Plan for Workforce Development	Wayde Sick
11:15 am	Bakken Briefing	Jeff Zarling DAWA Solutions Group
Working Lunch – Review and Discussion of Policies		
12:45 pm	Vote on obsolete WIA Policies <ul style="list-style-type: none"> • Displaced Homemaker • Criteria for Determining Self-Sufficiency for WIA Eligibility • WIA Adult Program Priority of Service • Hard-to-Serve Special Participant Populations –ITAs • Fund Transfer • Waiver request • Priority of Service to Veterans and Eligible Spouses of Veterans • Service to Individuals with Multiple Barriers to Employment • Council Member Attendance at Out-of-State Conferences and Training Events • Training Provider Performance Levels • Removal from Eligible Trainer Provider List 	Dave Farnsworth

- Selection of Service Provider

Vote to update WDC policies to reflect WIOA

- Attendance
- Conflict of Interest
- Member Expense Reimbursement
- Definition of Family for WIOA Eligibility
- Youth Eligibility

1:20 pm

Agency Reports and Workforce Training Legislative Updates

- Job Service North Dakota
- Department of Public Instruction
- Vocational Rehabilitation
- Career & Technical Education
- Department of Commerce, Workforce Development Division

Ruth Lacher
Valerie Fischer
Russ Cusack
Wayne Kutzer
Wayde Sick

2:45 pm

WIOA Core Partner Progress Report

Ruth Lacher
Valerie Fischer
Russ Cusack

3:15 pm

Next meeting topics to address

- Eligible Training Provider List transition process
- North Dakota One-Stop Career Center Certification
- Job-driven training – WDC recommendations discussion
- OJT reimbursement percentage
- Controlled substance testing and sanctioning
- Resolutions and Charters

Adjourn



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WORKFORCE DEVELOPMENT COUNCIL
Job Service North Dakota
1601 E Century Ave
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May 12, 2015**

MEMBERS PRESENT: Pat Bertagnolli, David Farnsworth, Valerie Fischer, Cheri Giesen, Rosella Grant, Laetitia Hellerud, Uma Hoffman, Jan Kamphuis, David Kemnitz, Wendlin Piatz, Jane Priebe, Dan Rood, Greg Schmalz, Rae Schobinger, Bruce Walker, Jim Walker

MEMBERS ABSENT: Sonja Bommersbach, Drake Carter, Wayne Kutzer, Larry Skogen

DESIGNEES PRESENT: Wayde Sick, Russ Cusack

EX-OFFICIO MEMBERS PRESENT: Susan Gunsch, Lonnie Wangen

GUESTS PRESENT: Debbie Painte, Mike Ziesch, Jeff Zaring

STAFF PRESENT: Ruth Lacher, Phil Davis, Tammy Barstad

CALL TO ORDER: (David Farnsworth)

- Welcome and Introductions
- Next meeting date and membership suggestion for sector presentation
 - July 28, 2015 (tentative)
 - Future Sector presentation possibilities include value-added agriculture, unmanned aerial vehicles, trucking/transportation.

APPROVAL OF AGENDA:

Jan Kamphuis motioned to approve the agenda with one addition, Dan Rood will share information on Dakota Build. Valerie Fischer seconded. All in favor. Approved.

APPROVAL OF MINUTES:

Jane Priebe motioned to approve the January 28, 2015 minutes. Greg Schmalz seconded. All in favor. Approved.

DIRECTORS REPORT: (Susan Gunsch)

- Budget & Membership update
 - Reviewed WDC budget, 58.7% is expended as of December 31, 2014
 - Reviewed membership
 - Provided an update on efforts to implement the Eligible Training Provider List
 - Provided an update on the One-Stop Operator procurement requirement
 - The proposed regulations are out and the final regulations will be available in January 2016.
 - North Dakota received a WIA incentive award for in the amount of \$3,000,000. North Dakota was one of only 3 states who received the award. To qualify, all three programs, WIA, Adult Education and CTE all met their performance for PY 13. These funds will be shared among these partner agencies. This is the last WIA incentive award

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CAREER SERVICES MOU: (Susan Gunsch)

- WIOA Law sec 107(g)(2) CAREER SERVICES; DESIGNATION OR CERTIFICATION AS ONE-STOP OPERATORS.—A local board may provide career services described in section 134(c)(2) through a one-stop delivery system or be designated or certified as a one-stop operator only with the agreement of the chief elected official in the local area and the Governor.

This MOU has been reviewed and is supported by the governor's office. It involves training dollars and funding to support staff. Dave Farnsworth held an open discussion forum. Rosella Grant motioned to approve Job Service as North Dakota's program provider, Jane Priebe seconded. All in favor. Approved.

Labor Market Information (Michael Ziesch)

ND Strategic Plan for Workforce Development (Wayde Sick)

- Reviewed Report with proposed changes

Bakken Briefing (Jeff Zarling, DAWA Solutions Group)

- Provided an overview of the Bakken area.

Working Lunch – Review and Discussion of Policies

Vote on obsolete WIA Policies (Dave Farnsworth)

- Susan reviewed the policies that will not be needed on July 1, 2015 for WIOA. Rosella Grant motioned to change the sunset dates to June 30, 2015 with the exception of Adult Priority of Service. Adult Priority of Service will remain a policy and include "basic skills deficient" in the bulleted list. Jan Kamphuis seconded. All in favor. Approved.
 - Displaced Homemaker – change sunset date to June 30 2015.
 - Criteria for Determining Self-Sufficiency for WIA Eligibility – change sunset date to June 30 2015.
 - WIA Adult Program Priority of Service – redo this one, sunset this WIA policy, create WIOA policy and keep ND residents as priority. Change last bullet to be "basic skills deficient". Motion to create a WIOA policy. Bruce Walker, 2nd Dan Rood. Approved.
 - Hard-to-Serve Special Participant Populations –ITAs – change sunset date to June 30 2015
 - Fund Transfer - change sunset date to June 30 2015.
 - Waiver request - change sunset date to June 30 2015.
 - Priority of Service to Veterans and Eligible Spouses of Veterans - change sunset date to June 30 2015.
 - Service to Individuals with Multiple Barriers to Employment - change sunset date to June 30 2015.
 - Council Member Attendance at Out-of-State Conferences and Training Events - change sunset date to June 30 2015.
 - Training Provider Performance Levels - change sunset date to June 30 2015.
 - Removal from Eligible Trainer Provider List - change sunset date to June 30 2015.
 - Selection of Service Provider - change sunset date to June 30 2015.
- Susan reviewed the policies set to take place on July 1, 2015 that will reflect WIOA. Bruce Walker motioned for the following existing WIA policies to sunset on June 30, 2015 and to accept WIOA policies with an effective date of July 1, 2015, adding the words "Provided for designated in-person meetings to the Member Expense Reimbursement. Rae Schobinger seconded. All in favor. Approved.
 - Attendance – sunset under WIA as of June 30, 2015, change effective date to July 1, 2015 for WIOA.
 - Conflict of Interest– sunset under WIA as of June 30, 2015, change effective dates to July 1, 2015 for WIOA.
 - Member Expense Reimbursement – sunset under WIA as of June 30, 2015, change effective dates to July 1, 2015 for WIOA. Add "Provided for designated in-person meetings."
 - Definition of Family for WIOA Eligibility – sunset under WIA as of June 30, 2015, change effective dates to July 1, 2015 for WIOA.
 - Youth Eligibility – sunset under WIA as of June 30, 2015, change effective dates to July 1, 2015 for WIOA.

Agency Reports and Workforce Training Legislative Updates Job Service North Dakota (Ruth Lacher)

- Reviewed WIA Program Data for PY 2014
- Reviewed WIA Program Year 2014 Financial Status Report as of December 31, 2014
- Reviewed Workforce 20/20 Report

Job Service North Dakota Legislative update (Cheri Giesen)

Department of Public Instruction (Valerie Fischer)

- Report in packet

Vocational Rehabilitation (Russ Cusack)

- Provided an update on VR programming, launching a media campaign promoting website ndadvantage.com that connects all of the WIOA agencies. ND is #1 in employing individuals with disabilities

Department of Commerce, Workforce Development Division (Wayde Sick)

- Reviewed 2015-17 Biennium Workforce Project/Programs Report that will be a digital document on the Commerce website

WIOA Core Partner Progress Report

Job Service North Dakota (Ruth Lacher)

- WIOA promotes the sharing of information between WIOA core partners
- There is a requirement for an Interface for WIOA performance measures to pull data into one computer program
- Exploring availability and costs of assistive technology to meet the needs of those with disabilities

Vocational Rehabilitation (Russ Cusack)

- Agrees with those outlined by Ruth

Scholarship Program (Dan Rood)

- Dan shared an overview on Dakota Build, a South Dakota program that has the Build Dakota Workforce Scholarship program. It has eight career areas and is open to ND residents. Students must provide a 3 year commitment to a business in South Dakota to qualify. Discussion for a similar North Dakota scholarship program will be put on the agenda at a later date.

Next Meeting Topics to Address

- Eligible Training Provider List transition process
- North Dakota One-Stop Career Center Certification
- Job-driven training – WDC recommendations discussion
- OJT reimbursement percentage
- Controlled substance testing and sanctioning
- Resolutions and Charters

The Board recognizes Greg Schmalz and thanks him for his service on the Council as his service concludes at the end of this meeting.

Adjourn: 3:05 pm