



**NORTH DAKOTA
WORKFORCE DEVELOPMENT COUNCIL**

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

**AGENDA
Tuesday, May 7, 2013
10:30 AM – 4:30 PM**

TIME	ACTIVITY	PRESENTER
10:30 am	Call to Order <ul style="list-style-type: none"> • Welcome and Introductions • Admin. Announcements/reappointment members • Review and approve today's agenda • Review and approve January 10, 2013 minutes 	Dave Farnsworth
10:45 am	Chair's Message & Director's Update <ul style="list-style-type: none"> • Budget • Integrated State Workforce Plan modification • Attendance Policy 1-02-03 approval • Turtle Mountain Community College Project CHOICE MOU 	Dave Farnsworth Susan Gunsch
11:00 am	SkillBuildND demonstration grant update	Ruth Lacher
11:15 am	Agency Reports and Workforce Training updates <ul style="list-style-type: none"> • Job Service North Dakota • Department of Public Instruction • Career and Technical Education • Vocational Rehabilitation • Depart of Commerce, Workforce Development Division 	Ruth Lacher Valerie Fischer Wayne Kutzer Russ Cusack Beth Zander
Lunch		
12:45 pm	Tourism Labor Market Information	Michael Ziesch
1:00 pm	Department of Commerce Tourism	Sara Otte-Coleman
1:15 pm	NDSU Tourism and Hospitality Mgmt Program	WooMi Phillips Amelia Asperin
1:30 pm	Panel discussion and sharing Randy Haztenbuler - Medora Foundation Doug Hevenor – International Peace Garden Kyle Blanchfield – Woodland Resort	
3:00 pm	Break	
3:15 pm	Panel discussion and sharing Michelle Blakeman - TMI Hospitality in Fargo Lee Bertsch - Riverdale High Lodge and Knights Bar and Grill	
4:00 pm	Group discussion	



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1601 E Century Ave.
Bismarck, ND 58503
May 07, 2013**

MEMBERS PRESENT: Greg Allen, Alan Anderson, Russ Cusack, Maren Daley, David Farnsworth, Valerie Fischer, David Gipp, Rosella Grant, Hans Halvorson, Jan Kamphuis, David Kemnitz, Cathy Kruse, Wayne Kutzer, James Marshall, Michelle Olsen, Wendlin Piatz, Jane Priebe, Dan Rood, Nancy Gravning, Larry Skogen, Paul Eidenschink, Bruce Walker, Jim Walker

MEMBERS ABSENT: Lonnie Wangen, Leo Cummings, Candice Dietz

EX-OFFICIO MEMBERS PRESENT: Susan Gunsch, Scott Davis

GUESTS PRESENT: Beth Zander, Debbie Painte, Ruth Lacher, Michael Ziesch, Sara Otte-Coleman, WooMi Phillips, Amelia Asperin, Randy Haztenbuler, Doug Hevenor, Michelle Blakeman, Lee Bertsch, Irene Bear Runner, Wade Sick, Brenda Vennes

STAFF PRESENT: Larry Wegleitner

CALL TO ORDER: (David Farnsworth)

- Welcome and Introductions
- Admin announcements

APPROVAL OF AGENDA:

Jan Kamphuis motioned to approve the agenda as presented
Cathy Kruse seconded the motion. All in favor. Motion passed

APPROVAL OF MINUTES:

Rosella Grant motioned to approve the January 10, 2013 minutes as presented
Bruce Walker seconded the motion. All in favor. Motion passed

CHAIR'S MESSAGE & DIRECTOR'S UPDATE: (David Farnsworth, Susan Gunsch)

- Budget (Susan Gunsch)
- Integrated State Workforce Plan (Susan Gunsch) covered the modifications. Plan was posted on May 1, 2013 for public comments, will go to the Governor in June for his signature. No comments were provided by council members.
- Attendance Policy (Susan Gunsch) covered the attendance policy, no changes have been made.

Valerie Fischer motioned to approve the Attendance Policy as presented
Jan Kamphuis seconded the motion. All in Favor. Motion passed.

- Turtle Mountain Community College (TMCC) Project CHOICE (Choosing Health Opportunities for Indian Career Enhancement) MOU (Irene Bear Runner) CHOICE is a Health Professions Opportunity grant.
The CHOICE progress report was reviewed,. There are six objectives of the program: Outreach Engagement, Licensed Vocational Nursing program, Pharmacy Tech program, Health Information Management, Certified Nursing assistant, TMCC enrollment.
 - TMCC and WDC have agreed to enter into a collaborative agreement for the purpose of recruiting and training TANF recipients and low income individuals for health care careers consistent with the goals of the North Dakota Talent Strategy to fully engage underutilized target populations and reduce unemployment in the areas of the State which is above the State's average.
 - WDC is committed to be an active partner by assisting Project CHOICE in connecting with other federal and state workforce programs and facilitate the project's coordination with other healthcare initiatives being implemented in the State. The Council will include time on our agenda for progress reports from Project CHOICE. David Farnsworth and Susan Gunsch will sign the MOU.

SkillBuildND demonstration grant update (Ruth Lacher) 2nd Grant modification transferred an additional \$341,000 from Personnel, Travel, and Contractual into training. As of the end of March 2013, funds available are as follows: training \$468,485, support services \$16,959. The training enrollments goal is 168 with 146 enrolled and the program enrollments goal is 280 with 214 enrolled.

Agency Reports

- Job Service North Dakota (Ruth Lacher) – JSND is meeting all the performance measures for WIA Adult, Dislocated Worker and Youth for Quarter ending 12/31/12. The financial report for WIA was reviewed. The Workforce 20/20 program report shows 101 contracts with six being cancelled and the budget was reviewed. Maren Daley spoke on three unemployment Insurance bills that were passed by the Legislature.
- Department of Public Instruction (DPI) (Valerie Fischer) The DPI report is broken down into four sections: Adult Education, GED, ESL and Displaced Homemakers. No proposed legislation was introduced or passed that would affect adult education. Received federal allocation with a decrease of 5.1%. Lutheran Social Services estimates that approximately 540 new Americans will be arriving in Fargo within the next 12-18 months. Efforts are being made with the hospitality industry in the Fargo area to promote hiring the new Americans.
- Career and Technical Education (CTE) (Wayne Kutzer) covered the performance measures for PY 11. Almost 8,000 students overall participated in CTE classes and over 1,050 are taking online courses. The 2013-2015 biennium budget for CTE was presented. Wayne reviewed the STEM program and funding, HB1228 included \$160,000 for STEM Network for \$300,000 total. CTE is currently in the process of negotiating PY 13 performance measures.
- Vocational Rehabilitation (VR) (Russ Cusack) currently has approximately 700 people on the wait list, with half of them under the age of 21. This is down from the 1,600 in October of 2012. Six months into the year and the program is at 44% of meeting goals. Referrals are up from the past. Exceeding goals for older blind. VR received an extra

\$100,000 for the older blind program to assist in buying peripherals needed for them to function in the workforce. 94% of participants are still employed after 6 months. VR has a 94% consumer satisfaction rate on consumer satisfactions surveys.

- Department of Commerce, Workforce Development Division (Beth Zander) Wade Sick spoke about Career EDventure on May 8th. The career fair will have five employers who will explain their business in 20 minute break out sessions. Students will be able to go to three sessions and mingle with over 50 business exhibitors covering nine industries. 1400 students are expected from rural and Bismarck schools. Beth Zander provided the legislative update:
 - a competitive grant for \$5 million to the five tribal colleges,
 - a \$400,000 grant to work with entities to promote health education in rural areas, Area Health Education Council (AHEC), match to their federal dollars.
 - A grant to help fund childcare facilities statewide.
 - Received \$1.5 million for Operation Intern, portion of the funds to promote the use of interns and the ease of interns.
 - Requested \$2 million grant for workforce enhancement and received \$1.5 million.Beth spoke about the Microsoft Digital Alliance and the available online software training programs. She also reminded the members of the upcoming summit September 18-20th in Fargo and will have more information at a later date.

Tourism Labor Market Information (Michael Ziesch) For LMI standards, Entertainment, Arts, Recreation, Food, and Lodging are used to make up the leisure hospitality industry, which makes up for 35,000 of the 380,000 statewide jobs which equals 9% of the workforce. Only two other industries are bigger in the state, healthcare and retail. Handouts detail the % of county's workforce for age 14 through 24, leisure & hospitality jobs by county, 2011, ND county unemployment rates, and employment wage data for 2010 and 2011.

The afternoon session consisted of presentations from professionals in the Tourism Industry. Several areas of tourism were represented and representatives spoke to the workforce council about challenges being faced and initiatives that are being implemented to meet this industry's workforce needs. The WDC members were provided with copies of research studies and data pertaining to workforce issues.

The following is a list of tourism entities and professionals who presented:

-Department of Commerce Tourism, Sara Otte-Coleman tourism supports businesses and puts people to work. One out of 12 jobs in the state is tied to tourism. For youth between the ages of 14-24, one of their first jobs is within the leisure, travel and hospitality industries which leads some to a career with the industry. 17.2 million people visited ND bringing in \$943 in taxes for each household. Approximately \$943 million in wages and salaries are generated through ND tourism.

-NDSU Tourism and Hospitality Mgmt Program (HTM), WooMi Phillips and Amelia Asperin HTM is an accredited program at NDSU. Courses in this area explore tourism and travel management and industry specific information in hotels, resort and spa, casino, restaurants and catering, and event planning. In the early stages of the program internships are required.

-Panel discussion and sharing

-Randy Haztenbuler-President of the Medora Foundation is experiencing 1.6% unemployment around Medora. Of the 325 seasonal positions, the majority are filled by international students.

95% of the hiring is done online. The international employees are offered classes on our culture and way of life.

-Doug Hevenor- CEO/COO International Peace Garden is in need of both seasonal and permanent employees. They host sports and music camps during the summer. There are 26 different types of positions available during the peak season. Housing shortage is an issue.

-TMI Hospitality in Fargo, Michelle Blakeman - TMI owns 187 hotels throughout the United States, with a majority in the Midwest. Retaining housekeepers and IT personnel is a big obstacle for TMI, there is a very high turnover rate. Some ways TMI is trying to combat it is to offer paid internship programs, employee referral bonuses and fully paid manager training programs. TMI does hire New Americans for the housekeeping positions.

-Riverdale High Lodge and Knights Bar and Grill, Lee Bertsch stated his business employs around 25 to 30 individuals. About half of the employees are international employees. Housing is available to employees who need it. Riverdale High Lodge is a renovated school made into a lodge. The lodge does offer intern positions and currently has three. The lodge offers rooms, food, lounge, sauna, basketball court, weight room and other amenities. The lodge has area basketball organizations that use the facility and offers basketball camps.

Group Discussion

- Dave Farnsworth discussed that the next WDC meeting will cover Information Technology (IT), a date has not been set.

Meeting Adjourned at 3:35 pm