



**NORTH DAKOTA
WORKFORCE DEVELOPMENT COUNCIL**

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

**AGENDA
Tuesday July 21, 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 May 12, 2015 minutes• Legislative planning• Committee review	Dave Farnsworth
10:15 am	Directors Report <ul style="list-style-type: none">• Budget & Membership update	Susan Gunsch
10:30 am	WIA Incentive grant projects	Jim Walker
11:00 am	Department of Human Services	Tom Solberg
11:15 am	Business presentation – Transportation NIT – Northern Industrial Training Knife River (invited) MBI Energy Services	Merle Bobbitt Nate Jorgensen
Working Lunch – Review and Discussion of Policies, Resolutions and Charters		
12:45 pm	Vote to update WIOA Policy <ul style="list-style-type: none">• Youth Eligibility	Dave Farnsworth
1:00 pm	Resolutions & Charters action <ul style="list-style-type: none">• Transition from Prison to Communities• Career Development• Child Care• Career Readiness Certificate• High School Transition• Integrated Performance Information• Local Youth Council• Workforce Intelligence Strategic System	Susan Gunsch
1:30 pm	Review and action on updated Workforce Development Council Charter and Bylaws	Susan Gunsch

2:00 pm

WIOA Actions

Susan Gunsch

- Eligible Training Provider List transition and Policy
- Standing youth committee
- Standing committee for services to individuals with disabilities
- Training – in demand occupations
- OJT reimbursement percentage – should the amount be increased to 75%
- Controlled substance testing and sanctioning

Adjourn



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MEMBERS PRESENT: Pat Bertagnolli, Drake Carter, David Farnsworth, Valerie Fischer, Cheri Giesen, Uma Hoffman, Lee Ann Johnston, David Kemnitz, Wayne Kutzer, Leslie Lzicar, Russ McDonald, Jane Priebe, Dan Rood, Rae Schobinger, Jim Walker

MEMBERS ABSENT: Sonja Bommersbach, Wendlin Piatz, Bruce Walker

DESIGNEES PRESENT: Wayde Sick, Russ Cusack, Brenda Vennes, Debbie Painte, Tom Solberg

EX-OFFICIO MEMBERS PRESENT: Susan Gunsch

GUESTS PRESENT: Sheena Schwindt, Merle Bobbitt, Nate Jorgensen

STAFF PRESENT: Ruth Lacher, Phil Davis, Tammy Barstad

CALL TO ORDER: (David Farnsworth)

- Welcome and Introductions
- Strategy meeting in January 2016

APPROVAL OF AGENDA:

Valerie Fischer motioned to approve the agenda, Wayne Kutzer seconded. All in favor. Approved.

APPROVAL OF MINUTES:

David Kemnitz motioned to approve minutes. Valerie Fischer seconded. All in favor. Approved.

DIRECTORS REPORT: (Susan Gunsch)

- Reviewed WDC budget.
- Susan is recruiting members to fill open Board positions.

WIOA Incentive Grant Projects: (Jim Walker)

- Jim reviewed the incentive grant projects totaling \$3 million. Job Service ND, Adult Education, and Career & Technical Education all met the WIA requirements making ND eligible to receive incentive funds.

Department Of Human Services: (Tom Solberg)

- Reviewed the mission statement.
- Provided an overview of programs and services and role in workforce development.

Business Presentation – Transportation

- NIT – Northern Industrial Training - Merle Bobbitt
 - Provided an overview of training services
- MBI Energy Services - Nate Jorgensen
 - Provided an overview of company services, marketing and hiring strategies

Working Lunch – Review and Discussion of Policies, Resolutions and Charters

Vote on WIOA Policies (David Farnsworth)

- Out-of-School Youth Eligibility
Dave Kemnitz motioned to adopt, Rosella Grant seconded. All in favor. Approved

Resolutions & Charters action(Susan Gunsch)

Resolutions

- Transition from Prison to Communities
 - Expired – remove from website
 - Career Development
 - Expired – remove from website
 - Child Care
 - Expired – remove from website
 - Career Readiness Certificate
 - Expired - remove from website
- Rosella Grant motioned to sunset all 4 resolutions, Lee Ann Johnston seconded. All in favor. Approved.
- Replace resolutions with strategic planning recommendations for legislative session on jobsnd.com

Charters

- High School Transition
 - Integrated Performance Information
 - Resulted in statute of performance accountability for the Department of Commerce
 - Local Youth Council
 - Workforce Intelligence Strategic System
 - Resulted in Department of Commerce workgroup that reported to the WDC Council. The charter led to a legislative statute requiring a workgroup that is now satisfied by efforts of ITD and SLDS.
- Dave Kemnitz motioned to sunset these charters, Rosella Grant seconded. All in favor. Approved.

The Workforce Development Council recognizes Jim Walker as the Chair of the Planning Council that developed the resolutions and charters and the success of those efforts.

Review and action on updated Workforce Development Council (Susan Gunsch)

- Charter and Bylaws
Reviewed draft of charter and bylaws. The intent is to have business representation as a majority of the membership on the Workforce Development Council. Susan applied the executive order from 1995 that then matches the intent of the WIOA law, having the membership representation as: majority of business, organized labor 15%, education 15%, 1 representative from a community based organization, and the chief administrative offices from state agencies. The Governor has sent his request to US Department of Labor to utilize this entity as the State Board. Article IV Membership has been added with business representation increasing to more than 50% majority with representation from each of the planning regions.

David Farnsworth read Articles II and III of the bylaws, the purpose and mission of the Council.

Drake Carter motioned to pass the revised charter and bylaws, Wayde Sick seconded. All in favor. Approved.

WIOA Actions (Susan Gunsch)

- Eligible Training Provider List transition and Policy
 - The Law requires a governor-approved transition policy in place for providers. Governor Dalrymple is reviewing this policy and will sign this today to meet the deadline of July 22, 2015.
 - The purpose is to satisfy the transition of eligible training providers from WIA to WIOA. Susan reviewed the transition policy. The vast majority of providers currently on the list have been notified, many will be invited to participate in conference calls and everyone will receive letters of notification.
 - Incentive dollars will be used to create a system to collect and process the data.
- Wayne Kutzer motioned to approve the policy, Rosella Grant seconded. All in favor. Approved.

Standing youth committee

- There is no longer a requirement to have a Youth Council, but instead the Law recommends a youth committee. Susan called for volunteers: Discussion held – is there an existing committee to fulfill this requirement that would represent both in-school and out-of-school youth and business?

Standing committee for services to individuals with disabilities

- There is a state statute that requires a Committee on Employment of People with Disabilities, this might be an established committee that would fulfill the requirement for this Council. Russ Cusack will periodically report to the council on the committee's efforts.

Standing committee for training for in demand occupations

- Recommendations for committee members – LMI (Michael Ziesch), BSC energy rep Kari Knudson, Wayne Kutzer, request that Jan Kamphuis suggest a representative for health care, Wayde Sick, and Dan Rood. The committee will create a list that includes the governor's targeted industries and high wage/high demand data from LMI that would be approved by the governor's office and then posted to jobsnd.com.

OJT reimbursement percentage – should the amount be increased to 75%

- Law allows for up to 75% reimbursement though currently adult funds typically run out before the end of the year with a 50% reimbursement. Is it possible to increase the rate for smaller businesses without being discriminatory or create a more complicated process? A policy is needed if the allowance increases to more than 50%.

Decision of the Council is to continue to reimburse at 50%.

Controlled substance testing and sanctioning

- Law allows for testing and sanctioning – would require statewide money to implement and must be across the board.

Consensus of the Council is to NOT test for controlled substances. Testing would not be cost effective since controlled substance testing is completed by hiring businesses/agencies and training providers don't determine hiring practices for businesses/agencies.

Next meeting date –October 13, 2015

Adjourn: 2:50 pm Jane Priebe motioned to adjourn, Rosella Grant seconded. Approved.