

**WORKFORCE DEVELOPMENT COUNCIL
ADMINISTRATIVE COMMITTEE MEETING AGENDA**

MONDAY, AUGUST 26, 2019

1:30-2:30 p.m.

CONFERENCE CALL DIAL-IN: | 701-328-0950 / Participant Code: 2787771#

TIME	AGENDA ITEM	PRESENTER
1:30 p.m.	Call Meeting to Order	Dave Farnsworth
	1. Administrative	
	- Review Agenda	Michelle Kommer
	- Approve Minutes – July 30, 2019	
	2. State Plan Discussion	
2:30 p.m.	Adjourn	Dave Farnsworth

Minutes of the
**WORKFORCE DEVELOPMENT COUNCIL
ADMINISTRATIVE COMMITTEE**

Monday, August 26, 2019
Via conference call

Michelle Kommer called the meeting to order at 1:30 p.m.

Members present: Michelle Kommer, Wayde Sick

Staff present: Tammy Barstad, Ruth Lacher, Sherri Frieze

Guests present: Arnie Strebe

Approval of Minutes

Minutes of July 30th were not approved, due to no quorum.

Unified State Plan

Under the Workforce Innovation and Opportunity Act (WIOA), the Governor of each State must submit a Unified or Combined State Plan to the Secretary of the U.S. Department of Labor (DOL) that outlines a four-year strategy for the State's workforce development system. ND has elected to submit a [Unified State Plan](#).

Based on preliminary guidance, it appears the structure of the plan will remain the same and the committee work could start making edits to their sections of the plan. The new unified state plan will be submitted per federal requirements, through an online portal by April 2020.

Workforce Director

The interview process for a Workforce Director is moving along, with many good candidates. A possible hire could happen by the end of September.

Future Meeting

The next administrative committee meeting monthly for the next six months, to work on the development towards the new unified state plan.

Adjourn

Meeting was unanimously adjourned at 1:45 p.m.