

# WORKFORCE DEVELOPMENT COUNCIL MEETING AGENDA

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Tuesday, September 17, 2019  
1:00 – 3:00 p.m.

Meeting Location: ND Department of Commerce / WSI Boardroom  
1600 E. Century Ave, Bismarck, ND  
Conference Dial-In: (701) 328-0950, Passcode: 26155954#

| TIME      | AGENDA ITEM   | PRESENTER        |
|-----------|---|------------------|
| 1:00 p.m. | 1. Call Meeting to Order  | Dave Farnsworth  |
| 1:05 p.m. | 2. Approve Minutes<br>June 11. 2019<br>July 16. 2019                          | Michelle Kommer  |
| 1:10 p.m. | 3. Administrative Matters   | Michelle Kommer  |
| 1:20 p.m. | 4. Subcommittee Kickoff   | Michelle Kommer  |
| 1:50 p.m. | 5. CareerBuilder Scholarship  | Brenda Zastoupil |
| 2:00 p.m. | 6. WDC Member Updates<br>- WDC member "open mic" – what's been going on?<br>- | All              |
| 2:45 p.m. | 7. Next Steps   | Michelle Kommer  |
| 3:00 p.m. | 8. Adjourn  | Dave Farnsworth  |

WORKFORCE DEVELOPMENT FULL COUNCIL MEETING

WDC Minutes

Tuesday, September 17, 2019

ND Department of Commerce and via conference call  
1600 E Century Ave, Bismarck, ND 58503

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Dave Farnsworth opened the meeting at 1:00 pm.

**Members present:** Pat Bertagnolli, Dave Farnsworth, Tifanie Gelinske, Cindy Griffin, Janelle Klinke, Perry Lubbers, Misty Porter-Belch, Don Shilling, Taya Spelhaug, Mark Hagerott, Michelle Kommer, Kasper Ziegler, Stan Schauer, Robyn Throlson, Bryan Klipfel, Nathan Joraanstad, Jan Kamphuis, Arnie Strebe, Randy Burckhard, Cindy Schreiber-Beck, Tony Grindberg, Lyn James, Landis Larson, Erica Thunder

**Staff present:** Phil Davis, Ruth Lacher, Sherri Frieze

**Guests:** Dana Bohn, Brian Sayler

**MOTION:** It was moved by Senator Burckhard, seconded by Chancellor Hagerott, and carried on a voice vote to approve the minutes from June 11, 2019 of the full Workforce Development Council.

**MOTION:** It was moved by Kamphuis, seconded by Lubbers, and carried on a voice vote to approve the minutes from July 16, 2019 of the full Workforce Development Council.

**Administrative Matters – Phil Davis  
Job Service ND**

Phil gave an overview of current projected, that staff if working on.

**WIOA (Workforce Innovation and Opportunity Act)**

- WIOA report, that contains two sessions will be sent to the Department of Labor (DOL) in the next couple of weeks. An electronic copy will be provided to the council in January.

**Unified State Plan**

- The plan, wrapped around the WIOA report and mandated by federal law, is put together every two years. This plan is made up of the full council, partners of Voc. Rehab and Adult Education. These partners will be working with the council and the Department of Commerce to put the plan together.

**Williston JobsND Fair**

- JobsND Fair took place in Williston recently, reporting 68 companies present, representing northwest ND, and 655 job seekers in attendance.

**Subcommittee kickoff – Michelle Kommer  
Department of Commerce**

The full workforce development council received an online survey from Michelle on June 11, asking for the members' help to sit on one of four subcommittees: 1) Career Exposure/Technical Skill Gap, 2) Populations with Barriers, 3) Recruit/Retain, and 4) Communication/Engagement Strategy.

## WORKFORCE DEVELOPMENT FULL COUNCIL MEETING

Subcommittee meeting expectations include:

- Members will meet 1 – 2 hours per month.
- Meetings to take place at least twice, by December 15<sup>th</sup>.
- A combined meeting with the Workforce Development Council and the Economic Development Foundation for December 17<sup>th</sup>. This meeting will bring the groups together to brainstorm ideas of Legacy Fund use and other financial partnerships.
- Help on research, data, analytics will come from Harvard student, Brian Saylor.

Michelle will finalize the charter and send out via email to the subcommittee leaders by next week Tuesday.

### **CareerBuilder Scholarship – Brenda Zastoupil ND University System**

Brenda gave a presentation highlighting HB 1171, that was passed in 2019 ND Legislative session, creating a skilled workforce scholarship and student loan repayment program to recruit individuals into “high need and emerging occupations” in the state.

- 1. Qualifying occupations relate to high need jobs and emerging occupations in the state**
  - i. 75 occupations
  - ii. 62 occupations have eligible certificates or degrees
- 2. Public/Private Match**
  - i. \$3M Bank of ND funding for scholarship
  - ii. \$3M Bank of ND funding for loan repayment
- 3. NDUS is the pass-through for all program funds**
  - i. \$1 of private-sector matching dollars received for each \$1 of public funds.
  - ii. Institutions, business and applicants become the “recruiters” for the private-sector matching funds.

### **ADJOURNMENT**

It was moved by Perry Lubbers, seconded by Cindy Griffin, to adjourn the meeting. Meeting was unanimously adjourned at 3:00 p.m.