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**MEETING NOTES
NORTH DAKOTA WORKFORCE DEVELOPMENT COUNCIL
PLANNING COMMITTEE
MAY 9, 2005**

A meeting of the North Dakota Workforce Development Council – Planning Committee was held at 1:00 p.m. on Monday, May 9, 2005, at the North Dakota Department of Commerce, 1600 East Century Avenue, Suite 2, Bismarck, ND 58503.

MEMBERS PRESENT: Jim Walker, Cathi Christopherson, Lyn Dockter-Pinnick, and Jim Hirsch.

MEMBERS ABSENT: Dr. David Gipp, Leo Cummings, Scott Holdman.

GUESTS PRESENT: Korrine Lang, DeAnn Berg, and Jill Splonskowski.

Welcome & Introductions:

Jim Walker called the meeting to order.

Administrative Announcements: None.

Approval of Agenda:

Jim Walker asked for approval of the May 9, 2005, agenda.

Motion: Cathi Christopherson moved to approve the May 9, 2005, agenda. Lyn Dockter-Pinnick seconded the motion. Motion carried.

Approval of Meeting Notes:

Jim Walker asked for approval of the April 14, 2005, meeting notes.

Motion: Lyn Dockter-Pinnick moved to approve the April 14, 2005, meeting notes. Cathi Christopherson seconded the motion. Motion carried.

Jim Hirsch informed members that the state received notification through the April 27, 2005, Federal Register that North Dakota is eligible for \$772,770 in Incentive Award funds. This is \$22,770 more than the original \$750,000 which was planned for. Once the incentive funds are transferred to the incentive pool, they become Department of Labor funds subject to Section 503 of WIA. The Department of Labor did not to put any funds into the Incentive Awards pool in 2005.

Jim Hirsch explained the State Priorities for WIA Incentive Award Funds, the 2005 Incentive Award Project Recommendations, and the Funding Request Comparisons vs. Recommendations.

In making recommendations for use of WIA Incentive Funding for 2005, the Department of Public Instruction's request was reduced by \$30,300. This amount was for CNA training through the Bismarck Adult Learning Center. An offer was made to offset this reduction by making available funding under the H1B Technical Skills Demonstration to support CNA training. The Fargo Adult Learning Center has utilized H1B funds (\$12,080 to date); however, the Bismarck Adult Learning Center has not participated in the H1B program. One option Jim Hirsch recommended is to put the additional \$22,770 into the Bismarck Adult Learning Center pool for CNA training.

After member discussion, Lyn Dockter-Pinnick and Cathi Christopherson both agreed that the High School Reform Initiative is where they would recommend placing the additional \$22,770.

Motion: Cathi Christopherson moved to recommend the additional funding should go to the High School Reform Initiative at Career & Technical Education. Lyn Dockter-Pinnick seconded the motion. Motion carried.

Jim Hirsch stated that the additional \$22,770 recommendation for the High School Reform Initiative will be sent out to all Council members for approval via an electronic vote. The Incentive Award application will then be updated to reflect the additional funds allocation.

The 2005 Summer Retreat will be held on August 16-17, 2005. Members were asked for locations ideas and they responded with the following suggestions:

- 1) Medora
- 2) New Town (Four Bears Casino)
- 3) Williston

Adjournment:

Jim Walker asked for a motion to adjourn the meeting.

Motion: Lyn Dockter-Pinnick moved for adjournment. Cathi Christopherson seconded the motion. Motion carried.

The meeting was adjourned.

Action Steps:

- **The additional \$22,770 recommendation for the High School Reform Initiative will be sent out to all Council members for approval via an electronic vote and the Incentive Award application will be updated to reflect the additional funds allocation by Jim Hirsch.**