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**NORTH DAKOTA WORKFORCE DEVELOPMENT COUNCIL  
PLANNING COMMITTEE**

**MINUTES  
March 20, 2009**

A meeting of the North Dakota Workforce Development Council – Planning Committee held at 1:00 p.m. on March 20, 2009 via teleconference at the North Dakota Department of Commerce, Icelandic Conference Room.

**MEMBERS PRESENT:** Dave Ellingson (teleconf), Jim Hirsch, Cathy Kruse (teleconf), Debbie Painte (for David Gipp), and Jim Walker.

**EXOFFICIO MEMBERS:** Valerie Fischer and Wayne Kutzer

**MEMBERS ABSENT:** Leo Cummings, Candice Dietz, Jane Priebe

**GUESTS PRESENT:** Susan Gunsch, Cheryl Leach, and Beth Zander

**CALL TO ORDER:**

**Welcome & Introductions:** Jim Walker provided a welcome and introductions.

**Administrative Announcements:** None

**APPROVAL OF AGENDA:** By consensus the agenda was adopted as published.

**APPROVAL OF MINUTES:** Jim Walker motioned to approve the February 03, 2009 minutes.

**MOTION:** Cathy Kruse moved to approve the February 03, 2009 minutes as presented. Dave Ellingson seconded the motion. Motion carried.

## **NEW BUSINESS:**

### **Status on Strategic Plan Extension:**

Jim Hirsch mentioned that it was decided to do a strategic plan extension for the Fifth year of the five year plan instead of doing a modification. We got all the information to the Governor's office. The Governor's office has been very busy and has not had time to sign and the deadline is April 15, 2009.

The next item to proceed with is the American Recovery and Investment Act. We are required to do a modification. Due to the time frame we would like to have a draft by April 23, 2009, which would be the next Workforce Development Council meeting. The draft will be approved and go out with public comment and have the final vote by the Council through an electronic voting process. We should have everything ready to be submitted by June 01, 2009. It would be in our benefit to make sure we have the document ready so if there is anything that needs to be negotiated it will be taken care of early on so we don't drag the process out. April 07, 2009 will be the first Planning Committee meeting for the modification process in which we will go through and organize the assignments and pull the data together.

### **WIA Incentive Awards for 2008 Funds:**

- **Peer Review Committee Recommendations**

Jim Walker mentioned that the Planning Committee Peer Review Group met March 19, 2009 to review and rank the Incentive Award proposals. The Peer Review Committee prioritized the proposals and recommended that WIA Incentive funding be provided to the following proposals based upon availability of funding:

#### **#1 Emerging Technology Module "Demonstration"**

\$145,000 First Year  
\$139,000 Second Year (Optional)

Recommendation to pursue this project using the following funding options:

1. WIA Incentive
2. WIA Stimulus
3. WIA Governor Set aside

#### **#2 Encouraging Middle School and Nontraditional Students Participation in STEM education and STEM related Careers**

\$79,200

Recommendation to pursue this project using the following funding options:

1. WIA Incentive
2. WIA Stimulus
3. WIA Governor Set aside

#### **#3 Increasing Math Rigor in CTE**

\$225,000

Recommendation to pursue this project using the following funding options:

1. WIA Stimulus
2. WIA Incentive

**#4 Transferrable Occupations Relationship Quotient (TORQ)**

\$67,000 One Year License  
\$115,900 Two Year License

Recommendation to pursue this project using the following funding options:

1. WIA Stimulus
2. WIA Incentive

**#5 Expanding Opportunities for Students in Information Technology**

\$83,000

Recommendation to pursue funding if sufficient WIA Incentive funding is available.

**#6 Career Outlook Update**

\$50,000

Recommendation to pursue funding if sufficient WIA Incentive funding is available.

**APPROVAL OF WIA INCENTIVE AWARDS RECOMMENDATIONS:**

Jim Walker motioned to approve the WIA Incentive Award Peer Reviews Committees recommendations as presented.

**MOTION: Cathy Kruse moved to approve the WIA Incentive Award Peer Review Committees recommendations as presented. Debbie Painte seconded the motion. Motion carried.**

Jim Hirsch commented that we will take this to the April 23, 2009 Workforce Development Council meeting. Unless we are notified that the application needs to be in earlier, we will then work through and electronic process.

**Update on Preliminary Planning for Recovery Stimulus and Timetable for Plan Modification Completion:**

Jim Hirsch mentioned that we received this week the TEGL which gives us the planning instructions for the modification that is due by June 30, 2009. This is to be a stand alone document that responds to specific questions issued. This is a document that would help to ensure we have everything we need. The next step in proceeding with the modification is to meet on April 07, 2009 with the Planning Committee and expanded workgroup and dig into the requirements that we have to fulfill for the plan modification, assign duties, and establish deadlines for completion

**ADJOURNMENT:**

**MOTION: Cathy Kruse moved to adjourn the meeting at 1:30 p.m. Dave Ellingson seconded the motion. Motion carried.**