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MEETING MINUTES
NORTH DAKOTA WORKFORCE DEVELOPMENT COUNCIL
NORTH DAKOTA YOUTH DEVELOPMENT COUNCIL
January 9, 2008

Meeting Date, Time, & Place: January 9, 2008 at 5:30 PM, Grand International, Minot, North Dakota.

Members Present:

NDWDC: Cathy Kruse, Dave Gottberg, Dave Massey, Lee Lampert, Bruce Walker, Wanda Bye for Carol Olson, Charles Axtman, Dave Kemnitz, Jackie Velk, Jim Walker, , Maren Daley, Shane Goettle, T. J. Russell, Wayne Kutzer, Cheryl Kulas, Debbie Painte for Dr. David Gipp, Leo Cummings, Jerry Jurena, and Jim Hirsch.

NDYDC: Dave Ellingson, Leo Cummings, Ann Pollert, Tim Eissinger, Wayne Kutzer, Kent Ellis, Gloria Maragos, Gaylene Massey, Debbie Painte, Cheryl Penny, Patty Allery, Al Austad,

Members Absent:

NDWDC: Candice Dietz, Dr. David Gipp, Paul Steffes, Alvin "Butch" Brandt,, Dr. Joseph McCann, William "Bill Goetz", Jerry Splonskowski, Carol Olson, Jim Dahlen, Rosella Grant,

NDYDC: Anita Kostek, Jolene Crosswhite, Harley Engelman.

Guests Present: Jerry Houn, Larry Anderson, Ryan Volk, Dr. Chandice Covington, Kathy Holle, Representative Elliot Glassheim, Korrine Lang, Kris Stellon.

Opening Remarks & Introductions: T. J. Russell provided a welcome and members and guests introduced themselves.

Administrative Announcements: Travel vouchers are available for members. We will have a working dinner and plan to be out by 7:30 PM.

Approval of Agenda: T. J. Russell asked for a motion to approve the January 9, 2008, agenda.

Motion: Dave Kemnitz moved to approve the January 9, 2008, agenda. Dave Massey seconded the motion. Motion carried.

Approval of Minutes:

T. J. Russell asked for a motion to approve the June 14, 2007, minutes of the NDWDC.

Motion: Dave Massey moved to approve the June 14, 2007, minutes. Wayne Kutzer seconded the motion. Motion carried.

Dave Ellingson asked for a motion to approve the June 12, 2007 minutes of the NDYDC.

Motion: Gloria Maragos moved to approve the June 12, 2007, minutes. Kent Ellis seconded the motion. Motion carried.

Chairs Report

2005-2007 Budget Update:

Jim Hirsch referred to the November 2007, budget handout. As of November, 2007 21% of the Biennium has lapsed. The Council's Operating Budget expenditure is 14% and overall expenditure is 17%.

Motion: Bruce Walker moved to approve the 2007-2009 Budget Update. Wayne Kutzer seconded the motion. Motion carried.

Electronic Vote Affirmation

Jim Hirsch reported that one electronic votes since the June 14, 2007 meeting needed to be affirmed.

The Workforce Information Grant Electronic Vote was completed on September 14, 2007 with 21Yeas, One Abstention, and 3 no votes.

Motion: Leo Cummings moved to approve the Electronic Vote for the Workforce Innovation Grant. Chuck Ackerman seconded the motion. Motion carried.

Information:

WIA Incentive Projects:

Ft. Berthold Governor's Set-Aside Update

The WIA Incentive Grant Projects was updated to support and clarify DPI's need to add an additional project site to be funded with the incentive award contract.

Project Site: Skills Center in Fargo
Project Director: Mel Olson
Grantee: ND College of Science
Project Duration: Nov., 2007 - June 30, 2008

Description of the Project: The project proposes to serve 35 New Americans in the Fargo area. It also proposes to build additional language skills needed for daily communication, build specific employment related skills and other soft skills in the areas of employability, career advancement etc.

The Incentive Award Contact with Job Service North Dakota was modified to allow this activity.

Ft. Berthold Governor's Set-Aside Update

Leo Cummings provided a report on the results of the equine assisted psychotherapy program which was funded by Governor's WIA Set Aside and offered on the Ft. Berthold Reservation. The project trained 14 individuals to deliver psychotherapy to 40 at-risk and out-of-school youth. Mr. Cummings reported that the project had some initial challenges in maintaining funding and momentum, but is now being sought after by other Reservations. This has created a business and entrepreneurship opportunities.

Committee Reports:

Youth Development Council Report

Dave Ellingson reported that the Youth Development Council had not met since June and did not have a report. He requested input for any of the Youth Development Council members who had something to share. There were no additional comments.

Planning Committee Report

Jim Walker gave the Planning Committee Report. The Committee has not formally met, but gave an update on the Longitudinal Data Warehouse project and the Statewide Strategic Plan Process. Jim Walker also provided an update on the status of the MOU for the One-Stop. We have most partners' signatures, but are awaiting two or three at this time.

Dave Kemnitz request the Workforce Development Division to develop a flow chart of how all of the piece and initiatives (State Strategic Plan, Workforce Intelligence,

Performance Accountability) fit together and provide reports on Agency and Program effectiveness in addressing each of the Pillars of the Talent Initiative.

Motion: Motion: Dave Kemnitz moved to approve the North Dakota Workforce Development Council Planning Committee report. Shane Goettle seconded the motion. Motion carried.

Agency Report

Job Service North Dakota:

WIA Financial Report & WIA Report on Performance & Participation:

Korrine Lang provided the Job Service North Dakota reports. The Financial Reports were not included in the agenda packet and will be sent out to members. Korrine did review the 1.74% across the board funding cut for the WIA Programs and the \$250,000 Rescission of WIA funds.

Korrine referred the members to the Performance and WIA Participation reports and asked if there were questions. That concluded her report.

T.J. Russell asked for a motion to approve the Job Service North Dakota reports.

Motion: Dave Massey moved to approve the Job Service North Dakota reports. Dave Kemnitz seconded the motion. Motion carried.

State Plan for Career & Technical Education:

Wayne Kutzer provided an overview of the State Plan for Career & Technical Education which is now operating under a new Carl Perkins law.

The complete one year transition plan is on the CTE website. The five year plan is due by April 2008. Public input into the plan started during the fall of 2007. A total of 10% of state allocation will be set aside to target funding to eligible recipients. There is no Tech Prep Option.

Funding availability of \$4.5 million is allocated based on Title I enrollment/Pell Grants. Minimum allocation is \$15,000 for secondary schools and \$50,000 for postsecondary institutions. (Highlights Copy Attached)

Motion: Chuck Axtman moved to accept the Career & Technical Education Report. Jackie Velk seconded the motion. Motion carried.

Robert Wood Johnson Grant:

Dr. Chandice Covington and Kris Stellon provided an overview of the UND Robert Wood Foundation Grant. Dr. Covington's report included demographic information on

the demand and supply of nurses. Over the next 13 years, North Dakota's shortage of skilled nurses will escalate. The demand for nurses will continue to increase as the supply decreases. A shortage of faculty was identified as one of the barriers to expanding the number of nurses trained in North Dakota. Having approved clinical sites was another. A major contributor is the limited number of Master's Degree Nurses in the State. To respond to these issues, the North Dakota Nursing Career Lattice Consortium Initiative was formed to increase both student recruitment and increase the number of qualified Master's degree nursing faculty. Bill 2379 provided \$200,000 in funding and the Robert Woods Johnson Grant provided \$358,000 to help launch these initiatives.

Governor's WIA Set Aside Request:

The State Veterans Affairs Committee along with the North Dakota National Guard, United States Army Reserve and Job Service North Dakota has submitted a request for Governor's WIA Set Aside funding of \$32,750 to help support Transition Assistance Program (TAP) services to get National Guard and ARMY Reserve prepared for civilian life and back into the workforce. The goal is to reach 120 veterans.

Motion: Dave Kemnitz moved to support the Veterans Affairs Committee request. Dave Massey seconded the motion. Motion Carried.

Public Input and Discussion:

Dave Kemnitz expressed his concerns with the decision to dismiss the Workforce 2020 Advisory Committee by Job Service North Dakota.

The Advisory Committee was first established at the time the Workforce 2000 program was implemented to secure the active participation and full cooperation of North Dakota industry leaders, business owners, and employee representatives in developing programs to increase and improve worker skill training.

Larry Anderson provided input on the decision process that went into the decision to dismiss the Workforce 2020 Advisory Committee. The Committee is not required in Statute and it is the Executive Director who has the final say on the funding of Workforce 2020 Applications. Mr. Anderson had reported that his recommendation was to consider the use of the Workforce Enhancement Committee in lieu of the Workforce 2020 Advisory Committee. Shane Goettle described the process under which the Workforce Enhancement Committee came about. The Workforce Enhancement Committee, consisting of the 9 business members of the Workforce Development Council, Wayne Kutzer from Career and Technical Education and Jim Hirsch from the Workforce Training Division, was identified in legislation to provide recommendations to the Commissioner on funding applications under the Workforce Enhancement Grants. Jim Hirsch reported that this committee has not met and no applications or requests from either the Workforce Enhancement Grant Program or Workforce 2020 had been

received. Jim Hirsch did suggest that if the Workforce Enhancement Grant Committee were to review Workforce 2020 Applications, it may require a sub-committee consisting of membership from the nine business members, Wayne Kutzer, Career & Technical Education, Jim Hirsch, Workforce Development and consideration for inclusion of Organized Labor. It was suggested that Mr. Kemnitz communicate with the Executive Director directly regarding his concerns and suggestions related to the Workforce 2020 Advisory Committee.

No action will be taken by the Council since this is a decision for the Executive Director of Job Service.

T. J. Russell asked for a motion to adjourn the meeting.

Motion: Dave Kemnitz moved to adjourn the meeting. Dave Massey seconded the motion. Motion Carried.

Action Plans:

- 1. Send out copies of the Job Service North Dakota WIA Financial Reports to the members of the NDWDC and NDYDC.**
- 2. Larry Anderson is to develop a flow chart of how all of the piece and initiatives (State Strategic Plan, Workforce Intelligence, Performance Accountability) fit together and provide reports on Agency and Program effectiveness in addressing each of the Pillars of the Talent Initiative.**

Highlights of the Carl D Perkins Career and Technical Education Act of 2006

State Plan

- Completed one year transition plan – on CTE website
- 5 year state plan by April 2008 - Public meetings beginning this fall
 - Alignment with NCLB
 - Programs of study
 - High skill, High wage, High demand
 - Connection to regional economy
 - Negotiate performance with locals

Reserve fund option

- Board will set aside 10% of allocation to target funding to eligible recipients

Tech Prep option

- Board rolled TP funding into general grant, no more Tech-Prep accountability

Technical assessments –3 options

- National or industry validated; state; or locally developed and validated

Funding and allocations

- \$4.5 million allocated based on Title I enrollment / Pell grants
- Minimum allocations
 - \$15,000 for secondary schools – single districts or through consortiums
 - \$50,000 for postsecondary – single institutions or through consortiums

Local Plans must address:

Local Uses of funds

- Required uses – (9) including professional development, technology, special populations, integration of academics, programs of study, assessments – All nine must be addressed before funding permissible uses
- Permissible uses – (20) including pooling of funds, assist CTSO's, transitions from HS to 2yr to 4yr, equipment, special populations, teacher training and recruitment

Accountability

- Tied to NCLB – Math, language arts and high school graduation
- Local school, consortium, or institution must negotiate performance levels
- 90% rule to avoid improvement plan

Programs of Study

- Secondary to Postsecondary connection
- Non-duplicative sequence
- Lead to industry credential, AS or BS

Alignment of programs to rigorous technical standards

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