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NORTH DAKOTA WORKFORCE DEVELOPMENT COUNCIL

MINUTES April 08, 2010

MEETING DATE, TIME, & PLACE: January 14, 2010, at 9:00 a.m., Job Service North Dakota, Bismarck, North Dakota.

MEMBERS PRESENT: Alvin "Butch" Brandt, Leo Cummings, *Beth Zander (for Maren Daley)*, Candice Dietz, David Farnsworth, Valerie Fischer, *Debbie Painte (for David Gipp)*, Rosella Grant (via telec), David Kemnitz, Cathy Kruse (via telec), Wayne Kutzer, Jim Melland, Jane Priebe, T.J. Russell, *Terry Saul (for Paul Steffes)*, David Trottier, Jackie Velk, Bruce Walker, and Jim Walker.

MEMBERS ABSENT: Greg Allen, Shane Goettle, Marsha Krotseng, Lee Lampert, Carol Olson, and Larry Skogen.

EX-OFFICIO MEMBERS PRESENT: Jim Hirsch, Frank Brager

GUESTS PRESENT: Barbara Schmidt-UTTC, Dale Hoerauf-Voc Tech Center, Dave Ellingson-Burdick Job Corp, Council, Susan Gunsch-Job Service, and Dr. Wayne Sanstead- DPI.

STAFF PRESENT: Cheryl Leach, Jerry Houn, and Larry Anderson

CALL TO ORDER:

Opening Remarks & Introductions: T.J. Russell called the meeting to order at 9:00 a.m. T.J. welcomed everyone and asked for introductions.

Administrative Announcements: Jim Hirsch mentioned travel vouchers are available for members and to see Cheryl Leach after the meeting.

APPROVAL OF AGENDA:

T.J. Russell motioned for approval of the April 08, 2010 agenda.

MOTION: Valerie Fischer moved to approve the April 08, 2010 agenda as presented. Dave Trottier seconded the motion. All in Favor. Motion carried.

APPROVAL OF MINUTES:

T.J. Russell motioned for approval of the January 14, 2010 minutes.

MOTION: David Kemnitz moved to approve the January 14, 2010 minutes as presented. Jim Melland seconded the motion. All in Favor. Motion carried.

ELECTRONIC VOTE RATIFICATION:

- Electronic Vote Ratification: February 12, 2010
Policy 2-15-10 (0) - Definition of Family for WIA Eligibility

MOTION: Motion to approve the adoption of Policy 2-15-10 (0) - Definition of Family for WIA Eligibility.

- **Votes in favor: (20) Motion Carried.**

T.J. Russell motioned to approve the Electronic Vote Ratification for Policy 2-15-10 (0) - Definition of Family for WIA Eligibility.

MOTION: Rosella Grant moved to approve the Electronic Vote Ratification for Policy 2-15-10 (0) as presented. Dave Trottier seconded the motion. Motion carried.

- Electronic Vote Ratification: February 19, 2010
Recommending Governor WIA Set Aside Stimulus Funding For DOCR.

MOTION: Motion to recommend the use of Governor Set Aside Stimulus funding to support the proposal from the Department of Corrections and Rehabilitation to provide welding training to inmates using a Virtual Welding Training Unit.

- **Votes in favor: (13) Abstain: (1) Motion Carried.**

T.J. Russell motioned to approve the Electronic Vote Ratification for the use of Governor Set Aside Stimulus funding.

MOTION: Bruce Walker moved to approve the Electronic Vote Ratification for the use of Governor Set Aside Stimulus funding to support the proposal from the Department of Corrections and Rehabilitation to provide welding training to inmates using a Virtual Welding Training Unit. Dave Farnsworth seconded the motion. Motion carried.

CHAIRS REPORT:

Meeting Attendance: Jim Hirsch reviewed the Attendance Record making each member aware of their attendance and the attendance policy. Jim mentioned that if members cannot make the meeting they have the option to send an alternate.

2010-11 Quarterly Meeting Dates:

Jim Hirsch reviewed the future quarterly meeting dates: Jim noted that there will not be a meeting in June 2010. We will process any information electronically until the October meeting.

Joint Retreat: Medora, August 2-3, 2010: Jim Hirsch reported that the Joint Retreat scheduled for August 2-3, 2010 has had an excellent response and we are no longer promoting the event. We are almost completely booked and anyone not registered should do so right away. Jim mentioned that a good number of legislators have responded and will be attending the meetings. Some of the items that will be reviewed at these meetings will be the Consolidated Biennial Statewide Strategic Plan, State Service Plan, and the ND Talent Strategy. Greg Newton will be facilitating the Retreat and the meetings will be held at the Cowboy Hall of Fame.

2010 Winter Meeting and Workforce Development Symposium for the Nat'l Assoc. of State Workforce Board Chairs and Nat'l Assoc. for State Liaisons or Workforce Development Partnerships – Wayne Kutzer reported that many states were represented at this meeting and there were a number of speakers from across the country that spoke on various topics. Some of the things discussed were certifications for individuals, middle level skilled jobs, and the supply of jobs that are out there. One item discussed for the workforce boards was to be ready for the post recession economy. We are to start program building and be ready when the economy turns around. Also discussed was that high schools are critically important in building workforce skills; building educational ladders, career counseling, build the level of credentials both secondary and post secondary, and the increase in the emphasis on credentials.

The Assistance Secretary for Office of Vocational Adult Education spoke about the need for middle level skilled jobs that are on the rise. This is an area that needs to be focused on. The Assistant Secretary from the Department of Labor mentioned that there are no new administrative processes; also discussed was, don't train for jobs that don't exist, and the Department of Education and Department of Labor working together making sure things are being aligned according to all the bills that are passed and focus on certifications. Other topics discussed were: the dropout rate in both college and high school levels, the remediation rate, staff credentials, and integrated educational and occupational CTE training. There was discussion on partnership and linkages with high schools, community colleges and various agencies. The main focus was the need to be ready for when the economy turns around.

Jim commented that he attended the National Association of Workforce Boards and similar themes were discussed. Jane Oates Assistant Secretary of Labor presented their number of priorities. Job Corps recently was put back under the employment administration so one of Jane's goals is to visit every single Job Corps Center. She mentioned that she is not well versed on rural and is try to obtain input to supplement her lack of knowledge on rural. Jim mentioned that we would invite her to the August retreat, however we have not heard back from her at this point. Jim mentioned another workshop he attended was in Michigan where we know they have serious high unemployment. One of the SW boards really took a new emphasis on contracting directly with their community college, and their whole focus was on training. Michigan also has a skill shortage. They have jobs but no skilled people to fill those positions. They are focusing primarily on training. They have moved their number of individuals

trained from 40 to 2000. It is a partnership where they identify what the demand training occupations are and it is a collaborative effort. It is the only training they will support. They will only train where the supply demand is.

2009-2011 Budget Updates: Jim Hirsch reviewed the 2009-11 budget stating that the budget update is through February 2010. Thirty-three percent of the biennium is lapsed. Personnel are at 34% and Operating is at 23%, overall expenditures are at 28% with no foreseeable issues.

NORTH DAKOTA WORKFORCE DEVELOPMENT COUNCIL					
2009-2011 BIENNIUM BUDGET					
July 1, 2009 - June 30, 2011					
28-Feb-10					
33% Lapsed					
BUDGET			TO DATE	BALANCE	
PERSONNEL:					
Total Salaries	\$ 100,197.00	\$ 34,103.00	\$ 66,094.00		34%
	\$ -	\$ -	\$ -		
NON-PERSONNEL:					
OPERATING BUDGET					
	\$ -	\$ -	\$ -		
	\$ -	\$ -	\$ -		
ITD	\$ 1,428.00	\$ 551.00	\$ 877.00		
IT Telephone	\$ 816.00	\$ 895.00	\$ (79.00)		
Travel	\$ 63,200.00	\$ 11,413.00	\$ 51,787.00		
IT Software	\$ 800.00	\$ -	\$ 800.00		
Postage	\$ 1,500.00	\$ 231.00	\$ 1,269.00		
IT-Contractual	\$ 1,000.00	\$ -	\$ 1,000.00		
Lease-Equip	\$ 500.00	\$ 93.00	\$ 407.00		
Lease-Building	\$ 10,100.00	\$ 1,978.00	\$ 8,122.00		
Prof Develop	\$ 24,000.00	\$ 10,485.00	\$ 13,515.00		
Operating Fee	\$ 3,200.00	\$ 80.00	\$ 3,120.00		
Repairs	\$ -	\$ 89.00	\$ (89.00)		
Prof Services	\$ 6,000.00	\$ -	\$ 6,000.00		
Insurance	\$ 537.00	\$ -	\$ 537.00		
Office Suppl	\$ 2,000.00	\$ 2,752.00	\$ (752.00)		
Printing	\$ 1,100.00	\$ 50.00	\$ 1,050.00		
Prof. Supplies	\$ 1,000.00	\$ 10.00	\$ 990.00		
Misc. Supply	\$ 500.00	\$ -	\$ 500.00		
Office Equip under \$5,000	\$ 1,600.00	\$ -	\$ 1,600.00		
IT Equip under \$5,000	\$ 3,500.00	\$ 48.00	\$ 3,452.00		
Total Operating	\$ 122,781.00	\$ 28,675.00	\$ 94,106.00		23%
	\$ -	\$ -	\$ -		
Total Salaries & Operating:	\$ 222,978.00	\$ 62,778.00	\$ 160,200.00		28%

* Reduction of \$6,187 from 2007-2009 Biennium

T.J. Russell motioned to accept the 2009-2011 budget update.

MOTION: Valerie Fischer moved to accept the 2009-2011 budget update as presented. Leo Cummings seconded the motion. Motion carried.

COMMITTEE REPORTS

Youth Development Council Report - Dave Ellingson reported that the Youth Council discussed some of the growing needs within the state and the impact of the oil industry, and the challenges that many of those employers are having in expanding in that industry. There is a labor shortage of skilled workers and the skill sets of welding, fabrication, and pipefitting. Dave commented there is youth that do not have the skills and do not have motivation to engage themselves in the workforce. There is also a housing shortage when the companies do bring in skilled workers. Dave mentioned that the dropout rates were discussed as well as how bullying is a problem in schools and how that has an impact on the dropout rates.

AmeriCorps*State Project Updates:

AmeriCorps- Jerry Houn reported on the AmeriCorps Formula Competitive Grant for the 2010-11 grant year projects. The full \$500,000 for the 2009-10 grant year was awarded and all of those funds have been obligated. Jerry reported that Maddock had to end their project due the inability to meet the match requirement as well as having trouble enrolling members.

Jerry reported that the State Commission will receive \$600,000 of formula funding for 2010-11 year. In the past, the State Commission received \$500,000 of formula funding. Jerry commented that the additional funding has created some new interest and we have received several new applicants (First Lutheran, Fraser LTD, Jamestown Public Schools, and Victory Christian School). For the 2010-11 grant year, nine applications were received and the funding requests were approximately \$755,000.

The following is a summary of the competitive grant funding for 2010-11 program year.

<u>Four new applicants:</u>	<u>Funding</u>	<u>MSY</u>	<u>Slots</u>
First Lutheran Church, Bismarck	\$15,998	1.347	5
Fraser LTD	12,990	1.000	2
Jamestown Public Schools	136,509	10.584	36
Victory Christian School, Jamestown	11,000	.847	4
Subtotal	\$176,497	13.778	47

<u>Four current applicants:</u>	<u>Funding</u>	<u>MSY</u>	<u>Slots</u>
Cooperstown	\$86,019	6.784	22
Grand Forks Housing	15,940	1.378	6
Missouri Valley YMCA, Bismarck	26,330	2.120	8
Youthworks, Bismarck	60,426	4.765	14
Subtotal	\$188,715	15.047	50

<u>One Competitive applicant:</u>	<u>Funding</u>	<u>MSY</u>	<u>Slots</u>
YMCA of Cass & Clay Counties, Fargo	\$390,000	30	60
Youthworks expansion request	\$19,811	1.524	4

Some things that need to be kept in mind:

- The YMCA of Cass & Clay Counties is requesting more funds in their competitive application than what they received in formula funding the previous year, which was \$305,488. Should they not receive competitive funding you will need to address the issue of what funding level will you allow them to apply at. Your current policy requires them to come in at the level they were funded at the previous year and then request any additional funding as an expansion. Thus, you may want them to roll their funding back to the \$305,488 and request the additional in an expansion request. But that is a decision the Commission will have to make. Even funding them at the \$305,488, we have requests for funding of \$670,700; thus if the YMCA does not receive the competitive funding, someone will not be funded and it may be more than one applicant not being funded.
- The First Lutheran Church is requesting funding to help with their parish nursing program.
- Fraser LTD is requesting funding to help youth transition to independence.
- The Victory Christian School is requesting funding to help with child ages 3-5, who have developmental issues in preparing for their entry into elementary school.
- Jamestown Public Schools is the fiscal agent for a project. As you may remember, they were a previous applicant but they will not be running the program itself. The program will be run by the South East Education Cooperative. Since the Cooperative does not have the fiscal capacity they have sought out the assistance of the Jamestown Public Schools. They are requesting funding to help with literacy issues in Fargo, West Fargo and Jamestown. The program is a takeoff of a program that is operating in Minnesota called the Minnesota Reading Corps (you can find out information concerning them on the internet). The Minnesota Reading Corps receives national recognition for what they are doing. They have AmeriCorps members in Moorhead which has gotten teachers from the Fargo area involved with the idea.

Governor's WIA Set Aside Project & Funding Status:

JSND Youth Services Expansion- Susan Gunsch reported on the Information Technology Career Awareness Program. The report is through December 2009. The Awareness Program was established in July 2008 and since their inception, an advisory committee has been created. The short-term goals are to present to a number of classrooms between grades 7-12 that are in IT classes, and also teachers, educators, and parents. Susan reported that data collection has started from surveys sent to students, parents, and counselors. Some of the items that came out of the student surveys were that students had no idea of what those types of jobs would be in the IT field. Students were asked if they would stay in the state if these types of jobs were available. The students responses were 47% said maybe, 37% said yes. Also, 75% said yes they would like having an IT specialist speak to the students regarding the IT profession and 77% said they would like to tour a facility that has information technology. The information getting out there is definitely showing youth interest. Susan mentioned that The Valley City State University students are currently working on a design for the Career Awareness website. Also, the pilot school involvement has 10 schools willing to serve as pilots for the 2009-10 implementation. There was a goal of 10 and they secured 13 schools: Beulah, Devils Lake, Dickinson, Grand Forks, Hatton, Max, Minot, South Heart, St. Mary's Central High, Steel/Dawson, Turtle Lake/Mercer, Watford City, and West Fargo. These schools will help to push out the information from this program. Currently, they have reached approximately 100 students, 1000 parents, and 50 educators regarding IT career awareness.

Skills & Technology Training Center- Susan Gunsch reported that this is a two-year program contract. The center provides opportunities to help individuals with ESL courses, pre-manufacturing, and CNA training. This year's contract currently has seven individuals enrolled in workplace language, and all were successful. The Intro to Manufacturing module had 13 individuals enrolled and those were successful, one was successfully enrolled in the CNA training, and two enrollments were unsuccessful due to not being able to sign up for one of the courses.

Jobs for Americas Graduates- Jim Hirsch gave a brief update on the Jobs for Americas Graduates. There are three pilots in ND. The first pilot is with Williston Public Schools, they are in their second year. That was funded with Governor Set-Aside Workforce Investment Act and the initial first year investment from the Jag National to get that pilot going. The pilot is going very well. The second year has new students enrolled and students continuing from previous year. Along with that we established two new sites: Newtown Alternative School & Boys & Girls Club and the other at Williston State College which is a college early success program and is targeted at students who are at-risk of dropping out of school and the funding source used was WIA, ARRA, & Voc Rehab-ARRA. The new program in Newtown struggled, but eventually got to the point for eligibility for WIA and the eligibility for Voc Rehab; we can now support that program and grow, and try to keep the enrollments in balance in order to draw down the two funding sources.

WorkKeys – CTE Technical Assessments

Resolution Career Readiness Certificates – Wayne Kutzer presented on WorkKeys. Wayne reported that there are three tests (Applied math, Reading for Information, Locating Information) involved in the WorkKeys Career readiness Certificate. WorkKeys is legislature mandated and every student in the state either take ACT or

WorkKeys tests. The state will pay for one of those tests. WorkKeys is a great tool that measures more of what business and industry are looking for other than college readiness. The WorkKeys System is a job skills assessment measuring the “real world” skills that employers believe are critical to job success. These skills are valuable for any occupation-skilled or professional, and at any level of education. The WorkKeys System is centered around three major components, Assessments, Job Analysis and Training.

WorkKeys has been developed by ACT. The System is used by thousands of companies and schools across the US and internationally. The National Career Readiness Certificate verifies to employers anywhere in the United States that an individual has essential core employability skills in Reading, Math, and Locating Information. ACT has researched over 16,000 occupations, and these three skills are highly important to the majority of jobs in the workplace. The Certificate is an easily understood and nationally valued credential that certifies the attainment of these workplace skills. To qualify for a National Career Readiness Certificate, career seekers take the WorkKeys Applied Mathematics, Reading for Information, and Locating Information assessments. Certificates are awarded in the four categories listed below:

- Bronze Level signifies an individual has scored at least a Level 3 on each of the three assessments and has the necessary foundational skills for 35% of the jobs listed in the WorkKeys Occupational Profile Database.
- Silver Level signifies an individual has scored at least a Level 4 on each of the three assessments and has the necessary foundational skills for 65% of the jobs listed in the WorkKeys Occupational Profile Database.
- Gold Level signifies an individual has scored at least a Level 5 on each of the three assessments and has the necessary foundational skills for 90% of the jobs in the WorkKeys Occupational Profile Database.
- Platinum Level signifies an individual has scored at least a level 6 in each of the three assessments and has the necessary foundational skills for 99% percent of the jobs in the WorkKeys Occupational Profile Database.

Wayne commented we are asking for the support of the Workforce Development Council along with the Governor’s office so we actually have a ND Certificate that would be issued by the Governor’s office to students who take the Applied Math, Reading for Information, and Locating Information assessments of the WorkKeys and achieve a score of at least five on each of the tests.

We work with Minot Public Schools and they tested all of their seniors. Most students passed the Applied Math and most passed the Reading for Information, but very few passed the Locating Information test. During the legislative session, two academic scholarships were created (CTE and Academic). If a student receives all “5’s” on all three WorkKeys exams, the student qualifies for a scholarship. If the student receives a score of 24 on the ACT, they qualify for a scholarship. There is a cost to the student of \$5 per test. Wayne provided the following data extracted on 1-12-10 from the 2009-10 Minot Public Schools WorkKeys Analysis. 417 Senior’s took the WorkKeys Exams.

85/417 (20.4%) Seniors qualified for the ND Career and Technical Education Scholarship by earning "5" or above on all three exams.

- 28/417 (6.7%) Seniors qualified for both the ND Academic Scholarship by receiving "24" or higher on the ACT and the ND Career and Technical Education Scholarship by earning "5" or above on all three exams.

- 22/417 (5.3%) Seniors qualified for the ND Academic Scholarship by receiving "24" or higher on the ACT, but did not receive all "5"s or higher on the WorkKeys.

161/417 (38.6%) Seniors earned "5" or higher on two of the WorkKeys and "4" on the third exam.

- 0 of the 161 had the "4" in Applied Math
- 5 of the 161 had the "4" in Reading for Information
- 156 of the 161 had the "4" in Locating Information

171/417 (41%) Seniors would need to improve two or more scores to qualify for the scholarship.

Of the 85 Seniors who qualified for the ND Career and Technical Education Scholarship:

- 72 (85%) earned a cumulative GPA of at least a "B"
- 67 (79%) earned no lower than a "c" on any unit
- 83 (98%) completed 1 unit of Algebra II (Adv. Algebra)
- 78 (92%) completed 1/2 unit or more Career and Technical Education
 - 12th grade - second semester was not taken into consideration
 - 45/85 (53%) completed 2 units of a CTE coordinated plan of study
 - 30/85 (35%) completed 2 additional units of CTE
- 1 (.1%) has dropped out of school, but intends to return to complete the coursework

Following the ND CTE Scholarship requirements for 2010-11 Graduates, only 21 (5%) the 417 seniors would be eligible for the ND Career and Technical Education Scholarship.

Wayne Kutzer reported that this will be a requirement for schools that offer Career & Tech Ed. We will be requiring it statewide at the high school and at the college level. Wayne stated that it will be needed for reporting requirements.

Wayne also mentioned that CTE will be implementing "SkillsUSA" Workforce Ready System. The SkillsUSA Work Force Ready System provides assessments for Career and Technical Education that are supported by industry, education, and policy leaders. They had a large grant to develop this system. SkillsUSA is a national organization serving teachers and high school and college students who are preparing for careers in technical, skilled and service occupations, including health occupations. SkillsUSA is an applied method of instruction for preparing America's high performance workers in public career and technical programs. It provides quality education experiences for students in leadership, teamwork, citizenship and character development. It builds and reinforces self-confidence, work attitudes and communications skills. It emphasizes total quality at work: high ethical standards, superior work skills, life-long education, and pride in the dignity of work. SkillsUSA also promotes understanding of the free-enterprise system and involvement in community service. Wayne mentioned that funding is available to pay for the testing, the certificate is earned upon successful completion of the assessment.

Resolution for Career Readiness Certificate

RESOLUTION

A RESOLUTION REGARDING SUPPORT FOR CAREER AND TECHNICAL EDUCATION END OF PROGRAM EXAMS AND ISSUANCE OF NORTH DAKOTA CAREER READINESS CERTIFICATES

WHEREAS, in order for North Dakota business to remain competitive in a global economy, they need access to an available and trained workforce, and

WHEREAS, career and job opportunities presently available and those that will be available in the future will require the workforce to be technically literate, and

WHEREAS, the North Dakota Legislature has implemented WorkKeys as an assessment tool for issuance of the new Career and Technical Education Scholarships, and

WHEREAS, the WorkKeys is a tool businesses can use to identify career readiness in perspective employees, and

WHEREAS, many States have recognized the value of and are issuing State Career Readiness Certificates to students who demonstrate minimum achievements; and

WHEREAS, the North Dakota Workforce Development Council recognizes the importance of State Career Readiness Certificates in helping to address the shortages of workers in the skilled trades and technology areas, and

WHEREAS, the North Dakota Workforce Development Council has gone on record in support of the Governor issuing North Dakota Career Readiness Certificates to students who achieve all 5's on the WorkKeys Assessment;

THEREFORE BE IT RESOLVED that the Department of Career and Technical Education serve as the lead agency for securing support from the Governor of North Dakota to begin issuing North Dakota Career Readiness Certificates to students who achieve all 5's on the WorkKeys Assessment.

CERTIFICATION:

We, the undersigned, hereby certify that the North Dakota Workforce Development Council is comprised of 25 members, of whom ____ constituting a quorum were present at a meeting duly and regularly called, noticed, convened and held this 8th day of April 2010, and that the foregoing Resolution was duly adopted at said meeting by the affirmative vote of ____ members, and opposed by ____ members, and that said Resolution has not been rescinded or amended in any way.

Signed this 8th day of April 2010
s/s T. J. Russell, Chairperson:

T.J. Russell motioned for approval of the Resolution for support for CTE end of program exams and issuance of ND Career Readiness Certificates.

MOTION: Jane Priebe moved to approve a resolution regarding support for Career and Technical Education end of program exams and issuance of North Dakota Career Readiness Certificates. Butch Brandt seconded the motion. All in Favor. Motion carried.

NEW BUSINESS:

Implementation Progress:

American Recovery & Reinvestment Act

Job Service North Dakota: Beth Zander reported that Job Service received Recovery Act funds through the normal funding streams, we received WIA and that consisted of just under \$1M in dislocated worker, and just over \$1M in adult; 18 and above who are economically disadvantaged and approximately \$3M in youth WIA dollars. With the Youth WIA dollars, the emphasis by the Feds was that we run a very large summer youth program and get that money spent. We did follow that and we are essentially out of Recovery Act youth dollars. We are currently 97% obligated. We have a small amount of adult funding remaining and we are out of dislocated worker Recovery Act funding. We are also close to being out of funding in our PY 09 dislocated worker funds and also in the PY10, which starts July 1; we are heavily obligated into that program year. The WIA fund sources must be obligated and spent by June 30, 2011. The other primary funding is funded through the Wagner-Peyser Act. That came in two streams, \$800,000 in Employment Services (ES) and \$1.8M in Re-employment Services (RES). The bulk of Employment Services dollars have been used to hire temporary workers to help with the increase of traffic in the resource rooms. The ES and RES dollars must be obligated by September 30, 2010 and spent by June 30, 2011.

Department of Public Instruction: Valerie Fischer reported on the ARRA Second Quarter Report Summary. The purpose of the ARRA funds was to stimulate the economy in the short-term and invest in education and other essential public services to ensure the long-term economic health of the country. The department received just over \$30M. The ARRA funds were intended to be used to improve student achievement, make progress toward rigorous college and career ready standards, establish pre-K to college and career data systems that track progress, improve teacher effectiveness, and provide intensive support and effective interventions for the lowest performing schools. The money was divided between Title I, Title IID, and the McKinney Vento Homeless Program.

ARRA- 2010 Implementation Progress

Title I: ND awarded \$27,437,105
156.5 jobs funded

Types of Jobs:

- 36.51 Title I Classroom Teacher
- 27.59 Title I Reading Teachers/Reading Coaches
- 14.51 Title I Math Teachers
- 53.58 Paraprofessionals
- 7 Preschool Teachers
- 4.03 Parent Coordinators/Liaisons
- 1 School Improvement Coordinator
- 12.28 Other (Data Coordinators, Intervention Specialists, ELL Teacher, Title I Coordinator, Counselor, Security)

The majority of the Title I ARRA Funds have been budgeted for schools to run extended day programs such as summer school or after school programs. Some of the other most common budget expenditures are purchasing equipment, salaries for the above listed school personnel.

Title IID Enhancing Education through Technology

- ND awarded \$3,209,375
- 1.36 Jobs funded – all technology coordinators
- The majority of the Title IID ARRA funds has been budgeted for equipment purchases and technology related professional development for school staff.

McKinney Vento Homeless Program

- ND award \$175,966
- 2.70 Homeless liaison positions are being funded
- The majority of McKinney Vento Homeless ARRA funds have been budgeted for transportation, pupil tutoring and materials/supplies.

Career and Technical Education: Wayne Kutzer reported that Career & Technical Education wasn't the recipient of any ARRA funds.

AGENCY REPORTS

Job Service North Dakota:

WIA Financial Reports – Susan Gunsch reported on the WIA Financial Report for program year 2009. As of December 31, 2009, the Adult allocation expended 38% and committed 71%; youth expended 36% and committed 72%; dislocated worker expended 43% and committed 78%. The WIA-ARRA report shows the ARRA funding as of December 31, 2009; for the local area allocation the Adult allocation expended 46% and committed 82%; youth expended 81%, committed 98%; dislocated worker expended 38% and committed 71%. Most of this funding did go into the training dollars and the summer youth programs.

WIA Report on Performance & Participation – Susan Gunsch reported on PY 09 Negotiated Performance Measures Summary. This report is for the quarter ending December 31, 2009. The performance year ends June 30. This is the most recent report comparing PY 08 to PY 09. The adult program for PY 09 is at 100.9%, dislocated worker program is at 108.8%, and youth program is at 153.4%. Performance measures of 100% or better overall must be met in order to qualify for incentive grants, and in addition, performance measures of 90% or better must be met in each individual line level. Within WIA there is only one area of concern; we did research to determine if we should attempt a renegotiation in the Employment Retention Rate. We are meeting the level required, however it is not helping the overall adult level.

The Analysis of Populations Served for PY 2009 (July 09-December 09). The Adult Program total enrollment went from 637 in PY 08 to 799 in PY 09; veterans served went from 5.02% to 8.26%, minority populations are down with the American Indian numbers from 24.80% to 17.90%. The Dislocated Worker Program total enrollment went from 149 in PY 08 to 330 in PY 09; this number has increased with the Bobcat layoffs in Bismarck. Veterans increased from

7.38% to 9.09%, and the Youth Program total enrollment went from 476 PY 08 to 1132 PY 09. By the end of December 2009 Training Services had 191 enrolled in adult classroom training and 129 for the dislocated workers; on-the-job training had 57 adult and 21 dislocated workers. The Youth Programs Analysis of Enrollment Activities Report total enrollments show 390 for older youth and 742 for younger youth.

Department of Public Instruction-Title II: Valerie Fischer reported on Adult Performance indicators. The office of vocational education requires each state to identify performance indicators in 15 categories. If we meet those performance indicators every year, we are eligible as a state to receive WIA Investment Act incentive funds. Last year incentive grants were 1.1M of which we did not receive due to not meeting the performance indicators; therefore we did not receive any of those dollars. We have to show continuous improvements, those performance indicators have to continue to improve. It really is not a negotiated process. ESL has a big gap. We are currently working with Lutheran Social Services; when they bring refugee families in, they would start at the east and west coast where they would stay for months of transitional services before being placed in the Midwest. In the past year we have had many families come in and those families are skipping the transitional spots and coming directly from their country of origin. That has made it difficult due to their low skill levels and the time taken to get them to an advanced and educational functioning level. It is going to be difficult to negotiate some of those performance measures with the population we are dealing with now. The following are the goals for the performance indicators.

The Adult Education Performance Indicators for 2010-11

	<u>Goals</u>
ABE Beginning Literacy	65%
ABE Beginning Basic	52%
ABE Intermediate Low	52%
ABE Intermediate High	52%
ASE Low	40%
ESL Beginning Literacy	63%
ESL Beginning Low	60%
ESL Beginning High	60%
ESL Intermediate Low	63%
ESL Intermediate High	68%
ESL Advanced	22%
Obtain GED	65%
Enter Post-secondary	65%
Enter Employment	60%
Retain Employment	55%

Valerie reported the estimated funding allocation was released and we are down approximately \$80,000 this year, we have dropped approximately \$420,000 in two years. Valerie reported that the truancy committee pursuant to Senate Bill 2217 is looking further into opportunities and ideas to decrease truancy and increase truancy reduction programs around the state. Valerie commented that one of the topics is the compulsory attendance age. Right now in ND the age is 16. Previous attempts to raise the age to 17 have not worked. Many states have

raised the age to 18. South Dakota raised their compulsory attendance age from 16 to 17. Hopefully the truancy committee will meet our intended goals; we will need to report to the Legislative Interim Committee by June with our recommendations. At that time our recommendations will be for either administrative rule or legislation. Our goal is to create a standard definition for truancy/dropout as well as graduation rate. We are hoping to get common definition and reporting.

Career & Technical Education: No Report

Energy Audit Program – UTTC – Barbara Schmitt presented United Tribe Technical College Energy Audit Program. The energy auditor training at United Tribes is the first program of its kind to be offered specifically for tribal participants. It was announced last fall and followed by ads that opened the registration process to Native Americans across the country. The training is through classroom instruction that will help participants learn the proper techniques in performing a complete energy audit. The need is anticipated as the economy shifts more toward energy efficiency for more trained auditors who have the ability to perform detailed inspections and make cost effective recommendations about improving a home's energy efficiency. Those who complete the course will be able to perform in-depth diagnostics and evaluations and create fuel efficiency reports for customers.

The Office of Indian Energy & Economic Development, United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada, and United Tribes Technical College have entered into a partnership to deliver Energy Auditor Level II Training. We are seeking Native Americans who are unemployed or under-employed for an 18 week course that will train them to be an Energy Auditor. Upon meeting all requirements and graduating from the Native American Energy Auditor Training Course, students will be able to perform in-depth diagnostics and evaluations, along with creating Fuel Efficiency reports for the customer. The Auditor will be competent to perform various airflow tasks, including Blower Door and Duct-Blaster tests. The Auditor will also be trained to give recommendations and possible solutions for all problematic areas concerning energy inefficiencies and losses that are determined and reported. Students will learn the proper techniques in performing a complete energy audit. There is now a great need for highly trained auditors that have the capability to perform detailed inspections and make cost effective recommendations on improving a home's efficiency.

Barbara also reported that The Office of Indian Energy & Economic Development, United Tribes Technical College, International Brotherhood of Electrical Workers, the National Electrical Contractors Association, the National Joint Apprenticeship & Training Committee for the Electrical Industry have entered in to a partnership to deliver the Native American Electricians Training Program. We are seeking Native Americans who are unemployed or under-employed to train them as certified Electricians. With a shared goal of increasing the number of Native Americans in IBEW/NECA Electrical apprenticeship Programs all of the parties have agreed to conduct a pre-apprenticeship training program for a group of selected Native Americans. Efforts will be made to secure a sponsorship for each pre-apprentice participant to ensure there is an apprenticeship placement for each participant who successfully completes the program.

Workforce Training Updates:

Workforce 2020- Susan Gunsch reported for Workforce 2020 Biennium 2009-11. The reported that the report is through December 31, 2009 and so far there are 44 contracts with 25 companies; there have no new employers requesting 2020 training, 23 expansions totaling \$209,088.72 and 21 existing totaling \$333,085.96. The number to be trained is 1187. The average cost/trainee is \$456.76. The employer training cost is \$776,886.37, the total cost of training is \$542,174.68, and the Workforce 2020 funds are \$542,174.68.

Workforce Training Quadrants – No Report

Consolidated Biennial State Plan Update- Jim Hirsch reported on the progress of the State Plan for Workforce Development, Workforce Training and Talent Attraction. This was charged to the Division by the 2007 legislative session and was reinforced again in the 2009 session in that the state would develop a Consolidated Biennial State Strategic Plan that encompasses all of workforce development, workforce training, and talent attraction and named the state agencies that needed to be a part of that. The plan itself is the architectural backbone to direct activities of state agencies who deliver education, workforce training, and employability development services in support of the Economic Development Plan for North Dakota. Jim stated that we have an economic development foundation plan that is the Governor's plan for economic development, which has target industries identified and strategies to support that. The consolidated workforce plan needs to align and support that particular plan. Jim noted that more importantly the appropriations committee has indicated that they are looking for state agency budget requests and execution time and flow for the direction provided in the consolidated plan. This will be a document that will be used by the senate side and will help us when we are on the house side.

The legislation focused on key players that are involved in workforce development and workforce training and talent attraction arena. Workforce Intelligence will be driving all of our decisions. With the Workforce Intelligence planning process, we will developed the strategies and execute the plans, then assess and evaluate. The outcome is definite performance and accountability metrics to measure the overall success of the talent strategy, and in addition, the legislature is looking for specific common accountability outcome measures that we are tracking at the Division level. The whole plan feeds into the talent initiative pillars of retain, attract, and expand the talent available for ND business and industry to hire from.

We came up with a graphic that demonstrates a system that is not individual agencies and programs operating in isolation, but is an actual system. It is multiple agencies and stakeholders working to make many paths successful. These all lead to career employment and career employment which is supported with life-long learning. Another graph we have indicates an attempt to identify ND Workforce education delivery system, agencies and stakeholders. There is a number of players that contribute to each of the areas of workforce development and training (Elementary & Secondary Education, and Post Secondary Education, etc.). It specifically identifies some of the programs, workforce training, employability, development services, and programs delivered by specific agencies.

The committee that has been assigned the responsibility by the agency executives to develop the plan met last August, another meeting was held in December and there have been regular monthly meeting in January, February, and March. The workgroup has

concluded the work on the vision, values, and image that a system can support. The workgroup has done work on identifying overarching goals that support the economic development foundation plan goals and has also developed strategies under each of the goals. The state agencies are working to identify specific action goals that support the strategies and action plans that will support the action goals between now and May 15. May 15 is the deadline for input from the state agencies, and once we receive that input, we will compile that information and conduct a final meeting held June 3 to resolve any issues that will result in a final draft that can be presented to the individual state agency executives for approval and sign off. We plan to have a final printed document available for the August Retreat.

NEW BUSINESS

ND Commission for Education Improvement Report “In ND Graduation Pays” –

Wayne Sanstead reported on the ND graduation Pays (handout). The information provides a summary of related topics acted upon by the legislative assembly. It is a valuable resource for schools and parents. College and work requirements have changed a great deal, yet our schools have changed little in either environment or curriculum. Scores from ACT tests indicate that ND students need to be better prepared in math and science to adequately respond to projected labor shortages such as healthcare and education. North Dakota has one of the highest high school graduation rates in the nation and one of the highest rates of high school students going immediately to college, but one of lowest rates of students completing college. It is career readiness that is valuable and needs to be continued. It is critical that high school students have the knowledge, skills, and abilities required for workforce and college success. To ensure ND children can compete, students must have access to a high quality of education. High school graduates must meet the challenges of college and the world of work. Both require the same levels of preparation.

North Dakota’s recent economic growth in the advanced manufacturing, technology and energy fields is responsible for the creation of many new businesses and jobs. Skill shortages in high demand fields have the potential to hamper the State economy. Education leaders must partner with leaders in government and business and must be proactive and bold in their response to this challenge. We need better preparation for ACT scores. Sixty-two percent of high school graduates take challenging, core courses recommended by ACT yet only 22% of ND students meet or exceed the ACT benchmarks, which are indicators of a student’s readiness to succeed in college. North Dakota is producing a smaller share of students with degrees in science, math and engineering which falls below the US average and that of many other nations. 33% of North Dakota’s workforce has at least an associate degree or higher, which is lower than the US average and that of other developing nations. DPI, CTE, and NDUS are committed to meeting North Dakota’s crucial need for a workforce that is well prepared for the variety of career opportunities available within the state. The agencies strongly support the cooperatively developed comprehensive career planning conceptual framework. North Dakota P-20 represents a broad sector of ND state agencies, businesses, and educators committed to helping students respond to critical workforce needs and preparing them for a prosperous future in ND.

Dr. Sanstead briefly reviewed the P-20 Goals and Activities (handout): Goal 1): Coordinating elementary, secondary, career and technical education and higher education; Goal 2): Establishing high standards and expectations of students at all levels; Goal 3): Ensuring that all students have access to challenging curricula; Goal 4):

Ensuring that individuals instructing students are highly qualified and capable; and Goal 5): Cooperating in the provision of professional growth and development opportunities for individuals instructing students at all levels of the education continuum.

Education Commission Updates: Wayne Kutzer briefly reviewed the Governor's Commission on Education Improvement; List of voting members – non-voting members - agenda and minutes from a past meeting – Appendix A-Curriculum, Assessment, Scholarship, Technology and Transition to Work and College Committee Assignments (informational handouts).

Career Academy Tour: Dale Hoerauf presented an overview of the Career Academy and what will be seen on today's tour. For the past 25 years Bismarck Public Schools has had a partnership with Bismarck State College in sharing space for career and technical education courses. At the current Technical Center, students can take high school credit courses in Welding, Carpentry, Graphic and Digital Design, Electronics, Auto Collision, Auto Technology, Horticulture/Botany, and Aviation. Because of the popularity of these career-related programs at the high school and post-secondary levels, lack of space required us to limit enrollment.

The Bismarck Public School Board approved the construction of a 93,000 sq. ft. building set to open July 2010 on the campus of Bismarck State College continuing the partnership with BSC. The agreement with BSC and Bismarck Public Schools shares equal space between the two buildings: BSC Technical Center and BPS Career Academy.

COUNCIL ACTIONS ITEMS AND RECOMMENDATIONS: NONE

PUBLIC INPUT: NONE

ADJOURNMENT:

The meeting was adjourned at 2:00 p.m.