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**MEETING MINUTES
NORTH DAKOTA YOUTH DEVELOPMENT COUNCIL
OCTOBER 18, 2005**

Meeting Date, Time & Place: October 18, 2005, 9:30 a.m., North Dakota Department of Commerce, 1600 East Century Avenue, Suite 2, Bismarck, North Dakota 58503.

Members Present:

Bismarck: Jim Hirsch, Harley Engelman, Gloria Maragos, Scott Holdman, Anita Kostek, Dave Ellingson, Debbie Painte, Kathy Ibach, Wayne Kutzer (via phone), and Cheryl Penny.

Minot: Patty Allery & Leo Cummings.

Members Absent: Ann Pollert, Ethel Keeley, Gaylene Massey, Tim Eissinger, Al Austad.

Guests Present: Jill Splonskowski, Dan Schneibel, Jerry Houn, Jim Walker, DeAnn Berg, Ruth Lacher, Dan Marrs, Dave Massey, Lisa Jahner, Denise Hendrickson, Sheila Bruhn (via phone).

Opening Remarks & Introductions: The Chair, Scott Holdman provided a welcome to everyone.

Administrative Announcements: None.

Agenda: Scott Holdman asked for approval of the agenda as presented.

Motion: Harley Engelman moved for approval of the agenda. Gloria Maragos seconded the motion. Motion carried.

Minutes: Scott Holdman asked for approval of the April 19, 2005, minutes.

Motion: Gloria Maragos moved for approval of the April 19, 2005, minutes. Harley Engelman seconded the motion. Motion carried.

Chairs Report

2006 Meeting Dates: Scott Holdman reviewed the 2006 meeting dates and the dates are satisfactory to members.

JAG Pilot: Jim Hirsch mentioned that there are some options for a pilot within the state (specifically in Grafton).

ND School Dropout Report

Dan Schneibel from the Jamestown/Valley City Career & Technical Center gave members a presentation on at-risk student statistics in North Dakota. The “No Child Left Behind” act has brought attention to at-risk youth as well as a rise in the at-risk population, classroom environment, and the question of where do students end up?

Current dropout rates are misleading in surveys since North Dakota ranks high in graduation rates. Studies report that students who leave a school either: transfer, get their GED, attend Job Corps, or attend an alternative setting. Student dropouts can result in incarceration. Of the 900-1000 new inmates incarcerated, 25% are dropouts with an average cost of over \$5,000/person.

Studies have been done and North Dakota has a significantly lower dropout rate compared to New York and Illinois. Feedback at the Jamestown/Valley City Career & Technical Center show that disengagement can begin as early as the 3rd or 4th grade. In order to be proactive, the Center has identified risk factors, tried to connect to youth, re-engage them, and open some doors. Some at-risk factors are:

- 1) Low income-free and reduced meals
- 2) Students whose language is not English
- 3) Gifted students
- 4) Students who are handicapped (special needs)
- 5) Capable students not succeeding in the classroom
- 6) Disruptive students
- 7) Dysfunctional family settings
- 8) Reading ability (literacy)

Students need to feel competent, feel they belong, feel useful, feel potent, and be optimistic. Some characteristics of a discouraged learner are: Low self-confidence, avoiders, lonely, distrust of adults and institutions, don't correlate effort with achievement, and no lifetime goals.

Some resources for students are hands-on opportunities, cooperative work experiences, and making coursework relevant to life experiences. Parents and educators should work on re-engaging students with the development of new programs, letting students know that they can be successful by showing optimism, don't make it easy to quit school at age 16, and open some doors with advanced education and transitional work experience programs.

Job Service Reports

DeAnn Berg gave members an overview of the following reports:

Funds Chart under WIA of 1998:

Youth activities for Program Year 2005 are \$2,422,570 which is given directly to Job Service North Dakota. State activities are \$850,619 for Program Year 2005 and Fiscal Year 2006, or not more than 15% from each funding system.

WIA Financial Report:

As of June 30, 2005, the youth funds percentage expended is at 91% and 100% committed. The statewide funds are 73% expended and 100% committed, and expenses are at \$5,505,685 for statewide activities.

WIA Report on Performance & Participation:

In Program Year 2004, the negotiated performance measures average was 100% and the level achieved was 101.9%. North Dakota is eligible for an incentive award; however, the US Department of Labor has expressed that they will not participate in the funding pool for the 2006 Incentive Awards.

Youth Eligibility Reports:

Total enrollment in the adult program is 887, dislocated worker is 287, and youth is 956, with a total number of veterans at 61,365. In youth programs, there are 10 required elements. Two hundred twenty-nine (229) older youth were served and 727 younger youth were served in Program Year 2004. The 2004 enrollment rate in WIA Youth was at 11%. The statewide total activity enrollments by county for WIA Youth are 2,117.

Job Service North Dakota requests that the Youth Eligibility Assessment Report be submitted yearly instead of quarterly and explained that the report shall contain the previous year's comparison.

Job Service North Dakota provided several youth contracts in Program Year 2004 and Program Year 2005 worth \$97,035.83.

WIA Youth Program Activity Report:

The WIA Youth Program Activity Report has success stories which are reported on a quarterly basis and will be shared with all Workforce Development Council members in the future.

Shared Vision for At-Risk Youth

A regional forum was recently held in Phoenix, AZ which focused on the issues related to at-risk youth in each state and developing strategies to address identified needs. Team members include: Dave Massey, Gloria Maragos, DeAnn Berg, and Wayne Kutzer. The North Dakota Team met last week and the recommendation is to use the shared vision national model to develop a vision and a state plan to address the needs of at-risk youth in North Dakota. The consensus of the team members is to:

- 1) Request WIA Governor's set-aside funds to provide resources necessary to spearhead the initiative.
- 2) Identify the appropriate entity and assign responsibility to spearhead the initiative and administer the project funds.
- 3) Plan to be presented to the North Dakota Youth Council within nine months from the time an individual is assigned the responsibility.

The initiative will be brought forward to the Workforce Development Council for recommendation and possible funding at their October 20, 2005, meeting.

Motion: Kathy Ibach moved to have the recommendation brought before the Workforce Development Council for support on October 20, 2005. Gloria Maragos seconded the motion. Motion carried.

Devils Lake Region Partnership Intern Program

Denise Hendrickson gave members an overview of how Devils Lake has incorporated an internship program in their region. Collaboration began with MSU-Bottineau, Lake Region State College, and Job Service North Dakota. Businesses were offered \$1,750 in matching funds or 50% of the costs of the first year of the internship. In their first year, the program has been incorporated into the University System. The Devils Lake Region Partnership includes the following cities/counties:

- Rolla
- Towner
- Ramsey County
- Cavalier County

The goal of the internship program was to have 10 interns in Summer 2005 and they met that goal. An event was held in late Summer 2005 in Langdon and very positive

comments were received. Another internship initiative has been planned for Summer 2006 with 5 internships in Devils Lake alone. Advertising will begin after January 1, 2006, and will be submitted into the border state colleges to raise awareness of this opportunity.

Northeast Regional Youth Council Charter Progress Report

Sheila Bruhn from Region IV CSCC gave members an outline of the Northeast Regional Youth Council Charter. The Nelson County Network has been added to the Charter. The six local Youth Councils would report to the Northeast Regional Youth Council which would then report to the North Dakota Youth Development Council. An information meeting will be held on October 26, 2005.

Mary Houdek will now assume the duties of the Northeast Regional Youth Council Charter instead of Sheila Bruhn at Region IV CSCC.

WIA Tribal Performance Measures

Leo Cummings mentioned that the purpose of the Tribal Act is to include WIA programs at the tribal level which will help employment and training through the 477 program and help participants with welfare reform. Tribal new activities are recognized as educational opportunities. They use an education philosophy in their approach for people to have a choice. In July 2005, 477 updated the program to include the state/county/tribal officials to refer TANF recipients to the tribal activities new program in North Dakota. They have also tried to increase their role in economic development and job creation.

Planning Committee Report

Jim Walker reported that the Planning Committee met a total of four times during the months of February through July to complete work on the Two-Year State Strategic Plan and develop the Incentive Award Application. Members were also involved in the One Stop Delivery System Memorandum of Understanding development.

The Two Year Plan was approved in June 2005. The One Stop Delivery System Memorandum of Understanding was developed and signed by all partners prior to September 15, 2005.

The Planning Committee will begin to work on a One-Stop Career Center certification process and a policy to address priority of service to veterans and the Committee is also planning for Incentive Awards for 2006. A Request for Proposal will be issued in November 2005. Proposals must be received by February 14, 2006. The Planning Committee would recommend proposals for funding during the April 2006 meeting.

All Planning Committee memberships will be finalized to include the business sector after all resignations and changes in status have been received.

Integrated Performance Information Report

Dan Marrs from the North Dakota Career Resource Network highlighted the Integrated Performance Institute (IPI) team meeting held in Florida in September 2005. Team members include:

- Dan Marrs
- DeAnn Berg
- Tom Morth
- Jim Hirsch
- Miguel Cantu
- Dwight Crabtree
- Warren Granfor

The conference focused on how to address policymaker accountability concerns. Integrated Performance Information is common performance measures that are applied horizontally and vertically within the workforce development system, including programs that are funded mostly by the states and programs that are funded mostly by Congress. The IPI demonstration is supported by the Employment and Training Administration within the US Department of Labor. The pilot states include:

- 1) Florida
- 2) Michigan
- 3) Montana
- 4) Oregon
- 5) Texas
- 6) Washington

Some of the benefits of IPI are:

- 1) Accountability to policymakers
- 2) Strategic Planning & Coordination
- 3) Efficiency
- 4) Research

Some draft Performance Measures are:

- ☞ Short-term employment rate
- ☞ Long-term employment rate
- ☞ Earnings level
- ☞ Credential completion rate

Some next steps of the workgroup are to continue discussion with partner and stakeholders inviting input, developing a promotional effort and educational effort for stakeholders and policymakers, building a data warehouse and test measures, and seeking Legislative acceptance to replace current common performance accountability measures.

Discussion and Planning from Medora Retreat

Jim Hirsch explained that the joint Council/Commission Retreat held in August 2005 highlighted several points about North Dakota. Mostly importantly, that North Dakota has a highly-educated and productive workforce; however, North Dakota faces an aging workforce, youth leaving the state, and several industries face skill gaps which is limiting expansion. Technology will be impacted as well at outsourcing/globalization factors.

Some demand occupations identified include:

1. Energy
2. Manufacturing
3. Tourism
4. Healthcare
5. Education
6. Transportation
7. Skilled Trades
8. Government
9. Retail

Some demand-side cons are:

- ◆ More career counseling and career awareness needed
- ◆ Aging workforce
- ◆ Lack of available, accessible, affordable training
- ◆ General lack of information about premier employers and career opportunities available in the state

Some strengths of North Dakota are:

- ◆ High rate of high school graduation
- ◆ Growth by North Dakota employers and industries
- ◆ Strong leadership by the Governor's Office

Weaknesses are:

- ◆ High dropout rate in some areas of the state
- ◆ Lack of available career opportunities on or near our American Indian Reservations
- ◆ Skill gaps and worker shortages in many industries
- ◆ North Dakota is lagging behind other states in its investment in workforce training

Opportunities in North Dakota include:

- ◆ Our American Indian Reservations are an untapped resource with a growing population and concentration in youth
- ◆ North Dakota must continue to invest in youth retention through promotion of internships and apprenticeships

- ◆ 30-40% of current workforce is available for other employment or seeking other employment

Threats are:

- ◆ Skill gaps and worker shortages are impacting retention, expansion, and growth in the state
- ◆ Aging workforce and pending retirements will place additional challenges on employers
- ◆ Military base closings

Some goals of the Council to address these issues are:

- 1) Reducing dropout rates on our American Indian Reservations
- 2) Placing more emphasis on training and retraining of incumbent workforce
- 3) Current and accurate data on industry workforce needs
- 4) Education of policymakers on workforce and community service issues and the impact of these issues

Youth Council Planning & Public Input

Careerzone Career Information:

Dan Marrs provided an update for members on the North Dakota model called “Guidance Central” – <http://www.guidancecentral.com> which emulates the www.nycareerzone.org website. All North Dakota public/private high schools and home schoolers have access to this website. The website is designed for user profiles. There are 1100-1500 occupations within their database and it will link students with career opportunities and America’s Job Bank. There are over 10,000 electronic portfolios to date.

Dan Marrs asked to be placed on the next Youth Development Council agenda for a 10-15 minute presentation to discuss projects ongoing at the North Dakota Career Resource Network.

AmeriCorps

Jerry Houn reported to members that AmeriCorps is currently funding 6 projects – 5 existing and 1 new (Grand Forks Public School District). The State Commission on National & Community Service has awarded over \$470,000 and 127 full-time equivalent positions to AmeriCorps members across the state. A good portion of the full-time equivalent’s schedule deals with tutoring programs to help address the “No Child Left Behind” Act.

Dan Marrs made a request that a letter be sent to Julie Kubisiak at the Bank of North Dakota stating that the Youth Development Council saw a presentation on Guidance Central and appreciates the investment that they have made into the future of North Dakota.

Adjournment: Scott Holdman asked for a motion to adjourn the meeting.

Motion: Harley Engelman moved to adjourn the meeting. Anita Kostek seconded the motion. Motion carried.

The meeting was adjourned.

Action Plans:

- ✚ The WIA Youth Program Activity Report will be provided to all Workforce Development Council members each quarter.
- ✚ Provide a recommendation to the Workforce Development Council for support at their October 20, 2005, meeting.
- ✚ Place Dan Marrs on the next Youth Development Council agenda for a 10-15 minute presentation to discuss projects ongoing at the North Dakota Career Resource Network.
- ✚ A letter be sent to Julie Kubisiak at the Bank of North Dakota stating that the Youth Development Council saw a presentation on Guidance Central and appreciates the investment that they have made into the future of North Dakota.