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**MEETING MINUTES  
NORTH DAKOTA YOUTH DEVELOPMENT COUNCIL  
APRIL 18, 2006**

**Meeting Date, Time & Place:** April 18, 2006, 9:30 a.m., North Dakota Department of Commerce, 1600 East Century Avenue, Suite 2, Bismarck, North Dakota 58503.

**Members Present:** Al Austad, Anita Kostek, Ann Pollert, Cheryl Penny, Dave Ellingson, Debbie Painte, Gaylene Massey, Gloria Maragos, Harley Engelman, Jim Hirsch, Leo Cummings, Scott Holdman, and Tim Eissinger.

**Members Absent:** Ethel Keeley, Patty Allery, and Wayne Kutzer.

**Guests Present:** Jill Splonskowski, Carlee McLeod, James Burgum, Janell Regimbal, Jerry Houn, Jim Walker, John Hougen, Larry Anderson, Mary Houdek, Max Laird, Mike Wilber, Ruth Lacher, and Stacey Dvorak.

**Opening Remarks & Introductions:** Scott Holdman provided a welcome and members/guests introduced themselves around the room.

**Administrative Announcements:** None.

**Agenda:** Scott Holdman asked for a motion to approve the April 18, 2006, agenda.

**Motion:** Al Austad moved for approval of the April 18, 2006, agenda. Gloria Maragos seconded the motion. Motion carried.

**Minutes:** Scott Holdman asked for a motion to approve the January 10, 2006, minutes.

**Motion:** Gloria Maragos moved to approve the January 10, 2006, minutes. Harley Engelman seconded the motion. Motion carried.

## **Chairs Report**

### Status of At-Risk Youth Initiative:

Carlee McLeod from the Office of the Governor requested that members provide her with a list of individuals to contact in order to develop an inventory list to discuss some common definitions of at-risk youth which will be supported by members. These members would follow through on the recommendations already set forth by the North Dakota Shared Vision Team. Carlee McLeod will e-mail the current list to all Youth Development Council members to identify service agency gaps for data mapping purposes.

### Northeast Regional Youth Council Charter:

Mary Houdek explained that a Referral Handbook and promotional materials have been produced for youth services as well as a pilot project proposal and discretionary funds request.

Janell Regimbal gave an overview of the members of the Northeast Regional Youth Council and asked for support of discretionary funds for a pilot project.

Max Laird believes there is a need for a Regional Council to assist local service agencies in 4 different program objectives:

1. Identify at-risk and out-of-school youth in the Northeast Region;
2. Utilize the Northeast Regional Youth Council Referral Handbook and relationships with collaborating partners to match youth needs with service providers in the area;
3. Develop a regional database to determine the number of out-of-school youth in the Northeast Region, focusing on Grand Forks and Walsh Counties;
4. Identify, record, and address gaps in local service agency networks, creating a safety net for area youth.

Stacey Dvorak mentioned that the one year pilot project would identify at-risk youth in Grand Forks and Walsh Counties in order to match youth needs to service providers in the area. The total budget is \$57,000 with a request that the funds be available by July 1, 2006.

Mary Houdek would like to ask that the Youth Development Council bring forth this proposal to the Office of the Governor for support.

Larry Anderson from Job Service North Dakota supports the proposal; however, he further suggested the identification of resources and sharing information among agencies so that the database information is easily accessible.

Scott Holdman requested a motion to accept and recommend support of this concept and to bring it forth to the Workforce Development Council.

The consensus of the Youth Development Council is to accept and recommend support of the Northeast Regional Youth Council pilot project concept pending finalization of the proposal application to include performance outcomes, evaluation, data warehouse information, and an updated budget which will then be brought forth to the Workforce Development Council for approval. The project would be funded by either Governor's Set-Aside funds or Jobs for America's Graduates funds which are WIA incentive dollars dedicated to JAG. A Review Committee would oversee the proposal and would determine whether or not the revised application is acceptable by May 15, 2006. The Review Committee would consist of the following individuals:

- **Harley Engelman**
- **Gaylene Massey**
- **Al Austad**
- **Debbie Painte**
- **Ruth Lacher**

It is also recommended that this Review Committee coordinate with the Workforce Development Council Executive Committee for approval of this proposal concept.

### **Job Service Reports**

Larry Anderson from Job Service North Dakota reviewed the Negotiated Performance Measures as of December 31, 2005. The adult program level achieved was at 109.7%, the dislocated worker program level achieved was 122.8%, older youth was 105.7%, younger youth is 105.4% and customer satisfaction is 104.0%.

Total enrollments from July 2005 – December 2005 were 546 adults, 189 dislocated workers, and 560 youth.

The local area allocation as of December 31, 2005, is \$2,289,391. The percentage expended is 40% and committed is 84%. The statewide allocation is 22% expended and 75% committed.

### **State Commission Updates**

#### AmeriCorps:

Jerry Houn from the State Commission on National & Community Service reported that 43 Full Time Equivalents (FTEs) worth \$471,214 of the \$500,000 available to North Dakota was allocated in Program Year 2005-2006. There were 127 slots among the 6 projects funded. Currently, 99 slots are filled and summer projects around the state will help fill some of those gaps. For Program Year 2006-2007, the State Commission has had 8 applicants (1 brand new) and 1 existing project (Fargo-Moorhead Family YMCA) who plans to apply for national competitive funding. The projects deal with domestic violence,

mentoring, tutoring, and after-school youth activities. Faith-based organizations are going to be contacted to promote further interest in the near future.

### Learn & Serve:

Dale Patrick from the Department of Public Instruction was absent for his report.

### **Planning Committee Report**

Jim Walker reviewed the current membership of the Workforce Development Council Planning Committee. The Committee met 3 times over the last 3 months to finalize the 2006 Incentive Award applications. The amount of incentive award funds total \$750,000. If additional funds are received, the Committee recommends that they be put into Job Service North Dakota's Recruitment budget. The projects to fund will be provided as a recommendation to the full Workforce Development Council on April 20, 2006, for approval.

### **6<sup>th</sup> Annual Youth Summit**

Scott Holdman and Jim Hirsch attended a Summit in Los Angeles recently. Scott Holdman explained that a judge in Los Angeles mandated a law that state agency programs in his jurisdiction must work together. The sessions pertained to foster kids, non-profits, local youth council models, and best practices.

### **North Dakota Workforce Development System Panel Discussion**

#### Job Corps:

Dave Ellingson from Job Corps in Minot explained that they offer 10 vocational trades and they have 250 students (ages 16-24) who fall below the poverty line. Job Corps has the only master certified program in the nation in Minot, North Dakota. They are undergoing restructuring, but they currently offer a highly-structured residential vocational learning center to help produce a skilled, hardworking, and successful student. They have offices in Bismarck, Minot, Grand Forks, and Fargo. They encounter some language barriers with students from Somalia which they are trying to address. They train for the healthcare industry (CNAs), the oil industry, and construction trades. They must meet at least a 95% placement rate after graduation. Their reading program was rated #1 in the nation and their math program was rated #2 in the nation.

#### Department of Human Services – Vocational Rehabilitation:

Harley Engelman explained that they assist business owners and employers with a full service business assistance program. They offer training, consulting, and accessibility options and solutions. Last year they had a 125% increase in the interest of this program. They offer financial incentives, accessibility analyses, education and training, and rural services. A national database will be developed showcasing all rehabilitation consultant contacts and North Dakota is one of 3 pilot states with a cutting edge career program.

North Dakota is ranked #2 in the nation with only 51% of the population having a disability. Vocational Rehabilitation has developed a disabilities transition CD Rom which has been distributed nationwide. They also promoted a poster for kids called "Disability Etiquette".

#### Temporary Assistance for Needy Families:

John Hougen explained that North Dakota currently has 2,600 TANF cases statewide and have recently undergone a reauthorization which requires their cases to obtain a 50% work requirement after 1 year in the program. They work with Job Service North Dakota, the Tribal New Program, Child Support Enforcement, and Child Care programs statewide.

#### Tribal WIA Programs:

##### UTTC:

Debbie Painte reported that all UTTC funds are distributed by the U.S. Department of Labor. Adult funding nationally is \$55 million. Native American programs are authorized under Section 166 of Title I. The regulations for WIA programs are:

- 1) Part 668 - Contains the rules which apply specifically to Native American programs
- 2) Part 667 - General administrative requirements
- 3) Part 662 - One-Stop System

WIA provides core, intensive, and training services. Their Program Year runs July 1 to June 30, and a Two Year Comprehensive Service Plan and Supplemental Youth Services Plan are submitted twice during their four year grant cycle. Financial reports are submitted quarterly and expenditures fall under two basic cost categories – program costs and administrative costs. The current Department of Labor performance standard system consists of three performance measures:

- 1) Entered Employment Rate
- 2) Positive Termination Rate
- 3) Employability Enhancement Rate

The Common Measures will be implemented by Indian and Native American programs by July 1, 2006. The 4% proposed decreased budget in 2007 would reduce funding for adult programs by \$2 million.

#### Fort Berthold Three Affiliated Tribes:

Leo Cummings stated that they currently have 4 programs operating on the reservation. Tribal reform has provided educational opportunities and rewards for individuals who have demonstrated success. Leo Cummings reported that 13 individuals completed the equine-assisted psychotherapy program with the use of the Governor's Set-Aside funds. The Lewis & Clark Signature Event in August 2006 will promote an influx of 5,000-10,000 people to the Newtown area and Leo Cummings invited all Council members to attend this celebration.

## Standing Rock:

Cheryl Penny reported that the Tribal YCC program is held at the Black Hills National Forest. Individuals stay at the Bear Butte Lodge, they have tribal crew leaders, a program director, and students work for two 4 week sessions. The cost per day for individuals to participate is \$111. The field trips held in 2005 were to Jewel Cave, Journey to the Center of the Earth, Natural Wonders, and Craven Canyon. In 2005, enrollees engaged in weed control, fuels clearing, 4 historic preservation projects, they constructed and maintained trails and fences, and performed willow tree planting. Project enrollees from 2001-2005 were 109. Youth are paid \$7.00 per hour for a 40 hour work week.

## **Youth Council Planning and Public Input**

Jim Hirsch mentioned that a Retreat will be held in Medora on July 31 – August 1, 2006, for all Council members. Several legislators have been invited and plan to attend. A nationally-recognized speaker (Greg Newton) will focus on capacity building and strategic planning, and the Retreat will be an opportunity for members to develop and strengthen their relationships with key legislators.

## **June Agenda Items**

Scott Holdman outlined the following items for the June 6, 2006, meeting:

- ◆ Update on the At-Risk Youth Initiative from the Office of the Governor
- ◆ Northeast Regional Youth Council Review Committee Update
- ◆ Prioritization of Council Activities
- ◆ Emerging Technology Module Demonstration
- ◆ Presentation by Roughrider Industries

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

**Motion:** Tim Eissinger moved to adjourn the meeting. Harley Engelman seconded the motion. Motion carried.

The meeting was adjourned.

## **Action Plans:**

- ✚ **Members to provide Carlee McLeod with a contact list to define at-risk youth. Carlee McLeod will e-mail all members the current list she has available.**
- ✚ **Review Committee to approve Northeast Regional Youth Council pilot project concept by May 15, 2006, and work with the Executive Committee for approval.**
- ✚ **Planning Committee to make recommendations for Incentive Awards to the Workforce Development Council at their April 20, 2006, meeting.**
- ✚ **Council members are encouraged to attend the Lewis & Clark Signature Event in Newtown in August 2006.**

 **Council members are encouraged to attend the Medora Retreat on July 31 – August 1, 2006. Registration is due by June 15, 2006.**