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**MEETING MINUTES  
NORTH DAKOTA YOUTH DEVELOPMENT COUNCIL  
JUNE 12, 2007**

**Meeting Date, Time & Place:** June 12, 2007, 9:30 a.m., North Dakota State Capitol, Fort Totten Room, 600 East Boulevard, Bismarck, ND 58507.

**Members Present:** Al Austad, Anita Kostek, Cheryl Penny, Gaylene Massey, Gloria Maragos, Harley Engelman, Dave Ellingson, Larry Anderson, Debbie Painte, Tim Eissinger, and Jim Hirsch.

**Members Absent:** Ann Pollert, Kent Ellis, Leo Cummings, Wayne Kutzer, Jolene Crosswhite, and Patty Allery,

**Guests Present:** Jerry Houn, Peggy Weiss, Cornelius Grant, David Massey, and Valerie Fischer.

**Opening Remarks & Introductions:** In the absence of a chair and vice chair, Harley Engelman chaired the meeting. Harley called the meeting to order.

**Administrative Announcements:** None.

**Agenda:** Harley Engelman asked for a motion to approve the June 12, 2007, agenda.

**Motion:** Anita Kostek moved to approve the June 12, 2007, agenda. Gloria Marigos seconded the motion. Motion carried.

**Minutes:** Harley asked for a motion to approve the April 17, 2007, minutes.

**Motion:** Al Austad moved to approve the April 17, 2007, minutes. Tim Ellingson seconded the motion. Motion carried.

## Chairs Report

Due to the absence of a Chair, there was no report.

### Talent Initiative Update

Jim presented a power point and handouts outlining the Talent Initiative and its progress. A key component to the Talent Initiative is unique human resource challenges including a low population base, low unemployment rate, high labor force participation rate, aging workforce, youth flight, and an expanding economy. Other factors are a lack of awareness about career opportunities that exist in North Dakota and delivery system challenges. The delivery system challenges need to be transformed into more useful methods of ensuring a talented workforce in North Dakota. Jim explained the Talent Initiative's foundation, pillars, goals and accountability areas; as well as the 2007-2007 timeline, which ends with a Workforce Congress in early 2008.

Jim gave the details of HB 1018, which formalized the role of the Workforce Development Division:

- Develop a comprehensive, consolidated biennial statewide strategic plan for workforce development, workforce training and talent attraction;
- Develop and implement a system of performance and accountability measures for the state's system for workforce development, workforce training and talent attraction;
- Develop and implement a statewide intelligence coordination strategy.

In addition to the formalized role of the Workforce Development Division, other programs and initiatives developed from HB 1018 including: Higher Education Internship & Work Experience Opportunities, Career promotion Specialist, workforce Enhancement Grants, Workforce Training Quadrants, Web Site Spidering, Longitudinal Data Warehouse Study, Office of Faith-Based & Community Initiatives, Workforce System Initiative with a Workforce Congress, Community Labor Availability Studies, Workforce 2020, North Dakota New Jobs Training, Emerging Technology Modules, Area Career & Technology Centers, Internship Tax Credit, and Workforce Recruitment Tax Credit for Hard-to-Fill Employment Positions.

Talent Initiative Products include: Workforce Intelligence Coordination System, Single Statewide Strategic Plan, Career Promotion, Internship Expansion, Workforce System Partner Expansion, Resource Maps/Alignment Audits, Talent Pipeline Maps and Strategy, State of the Workforce Report, Governor's Workforce Summit 2007, and a Workforce Congress.

The responsible partners for implementing the talent strategy include businesses, education, economic development, workforce agencies, policymakers, tribal leadership, community organizations, private sector, trade associations, private non-profits, and career service and internship directors.

Discussion on Jim's presentation included questions on the Job Spidering project with Job Service North Dakota. The Web Site Spidering project will be a single site state portal that collects all job openings in the state of North Dakota that are posted on individual websites, including those posted with Job Service.

Other questions included where the Workforce Congress meetings will be held and who will be involved. Jim stated the locations are not yet determined. The Department of Commerce and Workforce Development will submit lists of recommended participants to the Legislative Council, but the Legislative Council will take care of the invitations.

Some concerns were raised about the education system as a whole getting involved in the Talent Initiative. It is important for the education system to know that the skill sets produced versus the skill sets required are not matching up. There is a need for demand driven training and movement away from mandatory associate and bachelor degrees. Jim Hirsch mentioned that the Workforce Enhancement Grants are available to allow for testing these concepts and Commissioner Goettle is working on identifying the criteria needed for training concepts.

Other discussion included how to get young people back to North Dakota when employers can't match the pay of other states. Comments were made on how we need to do a better job on selling North Dakota to get people to want to move here. Jim mentioned the discussion here was good, but needs to continue at the Workforce Summit in October.

## **State Commission Updates**

### AmeriCorps:

Jerry Houn reported the 2006-2007 grant year ends September 30, 2007. \$500,000 and 122 slots were awarded to six projects across North Dakota. The projects have enrolled 114 members to date and have been reimbursed 54% of what was awarded. The projects are now working with local colleges and universities to make the member service year into an internship for qualified students. Several members have received college credit for AmeriCorps service.

For the 2007-2008 grant year, the State Commission will award \$500,000 and 129 slots to seven projects. Three of the seven projects are new projects and one of the current projects has been approved to expand an additional seven slots, and continue to request expansion. The seven projects will be located throughout North Dakota in Cooperstown, Fargo, Grand Forks, Jamestown, Wahpeton and Bismarck.

A question was asked as to why there are no projects in the Western part of North Dakota. Jerry explained he was not sure why, but has some idea that the mention of Federal funding scares some projects away. He stated that while there is paperwork involved, it is not difficult paperwork and there is training available to help learn the details of the paperwork and reporting.

Jerry mentioned that many of the projects tend to be focused on education and are interested in after school programs. He asked the Council that if anyone is aware of any non-profit organizations that would benefit from the AmeriCorps program to let him know.

## **Job Service Reports**

### WIA Financial Report & WIA Report on Performance & Participation:

Larry Anderson from Job Service North Dakota gave an overview of the WIA local area and statewide allocations. The local area allocation percentages as of March 31, 2007, reflect expenditures at 58% and 81% committed. The statewide allocation is 24% expended and 52% committed. The budget reflects a 64% committal as of March 31, 2007. As of March 31, 2007, the adult level achieved in negotiated performance measures is 103.5%, dislocated workers is at 100%, older youth is 75.1%, younger youth is 85.7%, and customer satisfaction is 103%. Enrollments from July 2006 – March 2007 in adults are 675, dislocated workers are 228, and youth are 588.

Larry shared a new report with the Council as a result of a request from the previous quarter's Workforce Development Council meeting. The report is PY06 Youth Training Enrollments as related to the Talent Initiative. The report outlines the enrollments in high-demand areas of industry through April 2007. Energy saw 17 enrollments, Manufacturing had 6, Truck Driving had 2, Technology had 2, Medical had 58, for a total of 85 enrollments. Total allocated dollars were \$959,746, with \$790,125 obligated through April 2007.

Discussion on the participation report included questions on what the credentials are for youth credential rate. Larry stated when the period ends in May, the credential rates and other data tends to increase. Larry also mentioned he recently signed a voucher to utilize some incentive grant funds to acquire assistive technology for the One Stop Career Centers.

### **Program Performance Reports**

Larry Anderson gave the performance report for Job Service ND. He stated that North Dakota did not meet performance requirements; therefore there will be no incentive grant for this year. He mentioned that the Department of Public Instruction, Department of Career and Technical Education, and Job Service North Dakota are all held accountable for the performance requirements.

David Massey presented handouts for the Performance Reports of the Department of Public Instruction. He and Larry Anderson pointed out that some areas of the Adult Education and Literacy are included in both JSND's and DPI's reports.

### **Legislative Update**

A handout was presented for Career and Technical Education's Legislative update. To summarize, CTE received \$1.2 million for two new secondary Area CTE Centers, \$1 million for increased incentives for schools to share CTE programming, \$250,000 for an elementary entrepreneurship program, 1.5 FTEs from CRN into CTE, \$900,000 for Emerging Technology program, and \$1.65 million in new funds for the Workforce Training Quadrants.

Larry Anderson summarized JSND's Legislative update stating that Workforce 2020 funds increased from \$1.48 million to \$1.5 million, as well as other general fund appropriations. One study regarding unemployment trends was not funded by the North Dakota Legislature, but will be happening under other Federal funding.

Jim Hirsh stated the Workforce Development Division Legislative update was incorporated into his Talent Initiative update.

David Massey presented the Legislative update for DPI. Key highlights included funding to distribute Automated External Defibrillators to schools, requirement of ND Studies in grades four and eight, open enrollment guidelines, Joint Power Agreements changed to Regional Education Associations, update of the definition of students with disabilities, and background checks on all new school employees. Other legislation affecting students can be found on the web once it is completed. Peggy Weiss will forward the information when it is ready.

### **Youth Risk Behavior Assessment Report**

Valerie Fischer of the Department of Public Instruction presented the Youth Risk Behavior Survey update. The survey is conducted anonymously with students in grades seven through 12. The last survey included over 42,000 students. The presentation included a handout of the most recent report and discussion of the factors students were rated on, including tobacco, alcohol, drug use; dietary, physical and sexual behaviors; and mental and physical health. Discussion included concern for youth employment affecting the increased risk factors. The key was youth employment in moderation. Jim Hirsch mentioned this presentation would fit nicely with the Workforce Summit break out sessions. Harley also asked Valerie if she would be willing to return to a future Youth Development Council meeting, which she agreed to. Valerie and David Massey recommended visiting the following websites for more information on the survey and other youth risk information:

<http://www.dpi.state.nd.us/health/YRBS/>  
<http://www.cdc.gov/index.htm>

### **Workforce Summit Update**

Jim Hirsch provided an update on the Governor's Workforce Summit 2007. The Summit will be October 11 & 12, 2007 at the Radisson Inn in Bismarck. Sleeping rooms are reserved at the state rate and Council members were urged to reserve early. The program is currently in development, as well as the sponsorships. Jim recommended if anyone has ideas for the program or speakers to notify him or Maren Daley. If anyone is aware of potential sponsors, please notify him or Shane Goettle. Jim mentioned the opening keynote may be the State of the North Dakota Workforce Report. The main challenge Jim is finding is the funding of the conference and speakers. The proposed format of the conference is six concurrent break out sessions, with an opening and closing keynote. The Young Professionals Network is planning a social the evening of October 11. Further developments in the program will be communicated to all Council members.

### **Youth Section of Two-Year Strategic Plan**

In response to an offer from the last Council meeting, Larry Anderson presented highlighted changes to the State's Two-Year Strategic Plan. The changes were included in crosswalk that was submitted to the Department of Labor along with the updated plan. Major changes are inclusions of the Talent Initiative, Innovate ND and the WIRED Grant application. Also included were targeted industries, which supports the ED&F strategic plan, partnerships with Workforce Development, Economic Development Foundation and education and industry groups. These partnerships are key, but each entity needs to

communicate to overcome territorial issues. The goal of the Talent Initiative is to resolve those issues. Other significant areas of change in the Strategic Plan are Common Measure Waivers, universal access to the One Stop Career Centers, the re-engineering of Job Service North Dakota and the Talent Initiative pillars. Jim Hirsch mentioned that Larry may want to give a demonstration at the next Council meeting on the NDWIN portion of the Job Service website. NDWIN (North Dakota's Workforce Intelligence Network) is an internet application bringing together stakeholders through expanded data collection and data mining efforts.

Larry also mentioned he will be meeting with Nick Lalpui from the Department of Labor concerning the high drop out rates of Native Americans. This meeting will be important for the Jobs for America's Graduates (J.A.G.) program, as well as the WIRED program. The Department of Labor is interested in having North Dakota participate in a pilot program addressing the drop out rates and co-enrollment.

Discussion turned to the J.A.G. program. Bill Goetz has transferred the program to Jim Hirsch, who will meet with key state agencies to determine if the program should continue and if so, find funding and schools to work with. A July meeting is tentatively set for this discussion.

### **North Dakota Workforce Development System Partner Program Orientation**

This section was a recommendation from a previous meeting for each Council member to explain how they and their organizations are involved with the Youth Development Council and Workforce Development Council. Most of the presenters on the agenda were absent, therefore Harley Engelman suggested this section tabled until a future meeting.

### **Youth Council Planning and Prioritization of Council Activities**

- ◆ Preparation for the Governor's Workforce Summit 2007

**Adjournment:** Harley Engelman asked for a motion to adjourn the meeting.

**Motion:** Al Austad moved to adjourn the meeting. Dave Ellingson seconded the motion. Motion carried.

The meeting was adjourned.

### **Action Plans:**

- + Update on credentials for WIA Participation Report
- + Peggy Weiss will send website links for DPI legislative reports and Youth Risk Behavior Studies
- + Submit recommendation to Summit Program Committee to include Youth Risk Behavior Study in break out sessions
- + Demonstration on NDWIN
- + Update on meeting with Nick Lalpui
- + Update on J.A.G.
- + North Dakota Workforce Development System Partner Program Orientation