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NORTH DAKOTA YOUTH DEVELOPMENT COUNCIL

MINUTES April 21, 2009

Meeting Date, Time, & Place: April 21, 2009 at 9:00 a.m., Job Service North Dakota, Bismarck, North Dakota.

Members Present: Al Austad, Leo Cummings, Tim Eissinger, Dave Ellingson, Joseph Harr, Wayne Kutzer, Gloria Maragos, Gaylene Massey, Debbie Painte, Ann Pollert, and Beth Zander.

Members Absent: Patty Allery, *Cheryl Hess (for Wanda Bye)*, Kent Ellis, Anita Kostek Jolene Crosswhite, and Cheryl Penny.

Ex-Officio Members Present: Jim Hirsch

Guests Present: Barry Dutton, Valerie Fischer, Luanna Fisketjon, Susan Gunsch, Cheryl Hess, Brad Lewis, and Geraldine Teevens.

Staff Present: Larry Anderson, Jerry Houn, and Cheryl Leach

CALL TO ORDER:

Opening Remarks & Introductions: Dave Ellingson called the meeting to order at 10:00 a.m. welcoming everyone and asked for introductions.

Administrative Announcements: Dave Ellingson noted that travel vouchers are available for members and to see Cheryl Leach after the meeting.

AGENDA REVIEW:

Dave Ellingson motioned to approve the April 21, 2009 Agenda.

MOTION: Gloria Maragos moved to approve the April 21, 2009 agenda as presented. Wayne Kutzer seconded the motion. Motion carried.

APPROVAL OF MINUTES:

Dave Ellingson motioned to approve the November 18, 2008 Minutes.

Motion: Gloria Maragos moved to approve the November 18, 2008 Minutes as presented. Wayne Kutzer 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.

The policy states:

- A. Member's attendance at Council meetings is essential to effectively conducting the business of the Council. Members, when they have conflicts with attendance, may designate an alternate to attend in their place to facilitate a quorum and completion of Council business. Alternates will be allowed to vote and participated in discussions and decisions of the Council. Designation of an alternate must be provided in writing and presented to the Council Chair prior to the start of the meeting. ***Designation of an alternate will result in the minutes reflecting that the member was absent from the meeting.***
- B. Two consecutive absences from Council meetings shall result in a warning letter being sent out by the Council Chairperson.
- C. Three consecutive absences from Council meetings shall be cause for a recommendation by the Council Executive Committee, to the Governor, for forfeiture of appointment.

American Recovery & Reinvestment Act: Jim Hirsch reviewed the key purpose of the economic stimulus legislation which is: To preserve and create jobs and promote economic recovery; to assist those most impacted by the recession; to provide investments needed to increase economic efficiency by spurring technological advances in science and health; to invest in transportation, environmental protection and other infrastructure that will provide long-term economic benefits; to stabilize State and local government budgets in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases.

Significant funding was authorized for education and workforce under the American Recovery and Reinvestment Act of 2009. The Training and Employment Services under the Workforce Investment Act of 1998 provides workforce-related activities for Adults, Dislocated Workers and Youth, including Summer Employment for Youth.

The American Recovery and Reinvestment Act of 2009, funding allocations for North Dakota.

- \$84 million Education Stabilization Funds.
- \$34.4 million in Title I Education for the Disadvantaged to help close the achievement gap and enable disadvantaged students to reach their potential
- \$3 million in State Employment Service Grants to match the unemployed individuals to job openings through Job Service North Dakota and allow North Dakota to provide customized reemployment services;
- \$1 million in Dislocated Worker State Grants, to support immediate strategies for regions and communities to meet their need for skilled workers, as well as long term plans to build target industry clusters with better training and a more productive workforce;
- \$1.2 million for WIA Adult Programs
- \$2.9 million for WIA Youth Programs
- \$1.8 million for Vocational Rehabilitation to help individuals with disabilities prepare for and sustain employment.

The plan provides funding sufficient to modernize at least 412 schools in North Dakota and will include more Pell Grants for the 17,000 Pell Grant recipients in North Dakota.

Jim Hirsch mentioned that this isn't all of the monies coming into the state but these are the dollars that relate to education. Along with these dollars, The North Dakota Workforce Development Council Planning Committee is working on a Modification to the State Plan for WIA Title I and Wagner-Peyser required for the use of the stimulus funding.

STATE PLAN REQUIREMENTS

I. CONTEXT, VISION, STRATEGY

- a. Economic and labor market context
- b. State vision and priorities
- c. Overarching state strategies
- d. Service delivery strategies, support for training

II. SERVICE DELIVERY

- a. State governance and collaboration
- b. Re-employment services and Wagner-Peyser Act services
- c. Adult and dislocated worker services
- d. Youth services
- e. Veterans priority of service
- f. Service delivery to targeted populations

III. OPERATIONS

- a. Transparency and public comment
- b. Increasing services for universal access
- c. Local planning process

- d. Procurement
- e. Technical assistance
- f. Monitoring and oversight
- g. Accountability and performance

The Planning Committee hopes to have a draft plan by May 15, 2009. Public comment to the plan would be accepted between May 15, 2009 and May 31, 2009. The final plan will be presented to the NDWDC prior to June 15, 2009. The Modification to the State Plan is due June 30, 2009.

Beth Zander commented that the intent of the Act is to get that money out there now. Specifically with youth, the bulk of the money will be spent this summer on summer programs. We have dedicated a significant portion of funds to a statewide contract negotiated with Career and Technical Education to provide career exploration services to most participants. We have put out a request for bids for a youth training provider for a leadership training course that will be provided to these kids. The bulk of our funds will be going to work experience and to focus on the rural areas. We are also looking at some of the special populations needs.

Susan Gunsch reported on leadership and mentioned there will be a two-day session. We have a couple possible vendors. One of the vendors for the session we have used before and one is a certified instructor for “seven habits of highly effective people” and “seven habits of highly effective youth”. His proposal is utilizing that methodology and the other vendor does “strength quest” (teambuilding, esteem building, decision making). The proposals are scheduled to return to us by April 23 and we will incorporate those schedules over the summer months.

STATE COMMISSION UPDATES:

AmeriCorps: Jerry Houn reported the current year for 2008-09 runs until September 30. We awarded funding for 108 positions. 105 positions have been filled. The big news we have had recently is that the project in Fargo has 47 members that have put in over 700 hours in working on the disaster efforts in the Fargo area. Jerry reported that The Natural Civilian Community Corps (NCCC) was dispatched to the Fargo Moorhead area. They were doing 24 hour shifts; working side-by-side with the National Guard watching the dikes. The YMCA reached out to the NCCC, offering the use of their facility to shower. Jerry mentioned that the project we have in Bismarck also has a site in Fargo and their members have been helping in both Bismarck and Fargo. They are carrying out what the whole idea of AmeriCorps is all about by helping out the community.

Jerry reported that the 2009-10 year has been completed and we met with the Grants Committee and the State Commission and they will now determine who to fund and at what level they will want to fund the projects. We received seven applications, two of which did not meet the criteria. The applicants are requesting more than the \$500,000 that we have available. It looks like we will go for our fourth

straight year being able to award the full \$500,000. Jerry commented that there is some good news, the AmeriCorps formula could go up from \$500,000 to \$600,000. Also, it does seem that we will be awarded a \$40,000+ Learn and Serve grant for the up-coming year. We did also put in another application for the Learn & Serve community-based grant. If we do receive that grant it will be over \$200,000.

Jim mentioned that the Serve America Act will be signed today by President Obama and will greatly expand volunteerism and service opportunities across the country. What this could mean to the State of North Dakota is that we could move from a minimum formula allocation of \$500,000 to \$600,000 to help expand the program. Learn and Serve will also have additional funding provided. More importantly, one of things that could happen is small state administrative allocations could go from a minimum of \$125,000 up to \$250,000. The legislation does have a waiver that could allow us to maximize that \$250,000 in federal funds with the match that we currently have if we can qualify for the waiver. We could see some administrative support to help carry out some of the new programs.

Learn and Serve: Valerie Fisher reported that the department has been a current holder of the Learn and Serve Grant and it is just over \$41,000. When the work cycle ends this summer, we will continue to receive the money. For the department, the support has been minimal, however with the limited FTE at this time, this grant has moved around, it never quite found its place and never quite landed in the right spot. I don't believe we have maximized what we could have done with it. The good news is that the Supreme Court is the current recipient of the sub-grantee now and is looking at some infrastructure changes so they can continue their program. Valerie commented that The Teen Court Program has thus far served 75 youth to date and again focuses on community service and service learning projects in the community but also extending over and back into school so that connection is there.

AGENCY REPORTS:

Department of Public Instruction-Title II: Valerie Fischer reported that we are winding down another legislative session unfortunately our budget bill is one of the last ones to be determined. We asked for an additional \$2.5 million in state funding. Right now the budget holds \$795,000; this is more than we have received in previous years. The \$795,000 becomes very critical because of the federal level. We lost 10.5% of our last year's allocation. Valerie commented that the American Community Survey is now being used rather than the Census to figure demographic data. Part of our testimony is that we face some serious issues, we have waiting lists that are huge and we are finding that it has a big impact. Bismarck has a waiting list of about 30 students who are not able to receive services and instructional services towards their GED because of the waiting list. This has an impact on the job market and post-secondary, and on all the opportunities. The other issue we are dealing with is the lack of funds, limiting the services that we are able to provide. We want the extra funding to increase our pilot site for satellite

centers. The only site we have right now south of the interstate is Wahpeton. We have gaps where we could easily have a satellite center.

Valerie mentioned we have made some great updates to our Student Information Management System (SIMS) so we can get more accurate information. It also increases the opportunity for state and local program evaluation.

Valerie reported that the performance indicators were identified and approved by the federal office. Overall we will continue to meet the performance indicators; they have consistently been quite high. We are on track to serve approximately 2000 people July 1, 2009. We expect our numbers to consistently increase.

Career & Technical Education: Wayne Kutzer passed out a report entitled Student Enrollment Form of CTE Participants. Wayne reported the number of students enrolled in CTE in secondary and post-secondary levels and the breakdown by gender and race. There are about 20,000 in the K-12 and 7,000 in post-secondary. The report also indicates what areas the students are enrolled in and the students that have concentrated in those areas (students that have taken two or more courses within a particular area). The report also shows the performance measures. There is a total of about 15-17 performance measures between secondary and post-secondary that we report on every year. There were only three areas we had to do performance measures on this year (reading/language, mathematics, and graduation rates). The performance measures for these areas were met.

Wayne reported that there are 37 secondary Perkins eligible recipients, 27 consortiums, and 10 single school districts that receive Carl Perkins funding. Since this is the first year of data reporting no trends have been established yet. North Dakota CTE concentrators consists of 92% white, 5% American Indian, and 3% other population groups with the American Indian population concentrated within distinct geographic areas where they are the majority population with small percentages of other races.

Job Service North Dakota: WIA Financial Reports & WIA Performance and Participation: Susan Gunsch reviewed the financial reports ending December 31, 2008 with the different funding streams between the adult, youth, dislocated worker, and local area allocation. The report shows the expended and committed percentages. The committed percentages will have lag because of billings, so as we are halfway through the program year we are higher than 50%. We are doing well spending our allocations for the WIA program. Susan reported that the state-wide allocation does go into the administration part of Job Service ND and the Workforce Development Council. The report also lists the Governor's state-wide contracts. We have IT, JAG, Skills and Technology Training Session, and National Guard and Army proposal to provide TAP for National Guard. The Army proposal did not get off the ground and is still listed on the report, this item should be removed. Susan reported that they are still waiting for billings. Billings from Skills and Technology Center have been received; those are still projects in effect and operating.

Susan reported on the adult program comparing PY 08 to PY 07 serving more adults currently, 630 compared to 2007. The race category has increased with the number of American Indians increasing from 94 to 155; African American numbers have increased percentage wise that is very similar and the percentages of veterans are still holding the same levels. The Dislocated Worker Program total number of enrollments has increased similar to adults, from 130 to 152. Our population has decreased as far as American Indians; Veterans has gone down for the Dislocated Worker Program. The Youth Program numbers are lower and we have 480 as of December 30.

A large number of enrollments occurred in first quarter with 88 enrollments. The report gives a breakout of the core services, intensive services, and training services in comparison to adult and dislocated workers. The report also shows the activities for the enrollments between the older and younger youth. Susan mentioned that the Summer Employment Program projections for our system will be available to accept enrollments with stimulus dollars and stimulus budgets will be available April 29, so staff can then enter the enrollments obligating funding with the recovery dollars. Projected we have approximately 600 enrollments in the summer program with our youth population.

WORKFORCE LEGISLATION UPDATES:

Jim Hirsch passed out a summary of the SB 2018 Commerce Appropriation Bill, specifically the Workforce Development Division. With the help of Brad Williams, they met with the Commissioner and the Governor's Office requesting the following:

- Transfer \$25,000 from the Office of Faith-Based and Community Initiatives Operation budget to the Division salary budget. (This will leverage additional federal funding from the Corporation for Nat'l and Community Services).
- Increase the division Operation Budget by \$32,250. (This will leverage additional federal funding to be used in expanding the scope of services which can be delivered by the State Commission and the Office of Faith-Based and Community Initiatives).
- Special Fund Authority of \$75,000 to support expansion of activities of the Office of Faith-Based and Community Initiatives through private contributions.
- One FTE to provide support to the North Dakota State Commission on National and Community Services. (This would combine temporary positions and no additional salary is requested for this position).
- A \$600,000 increase in funding for the Operation Intern Program and expanding the program to include apprenticeships and 11th and 12th grade students. Provide for an emergency.
- \$50,000 increase in our operation budget to support the increasing costs associated with Community Labor Availability Studies and Industry Sector Workforce Needs Assessments.
- A General Fund Request of \$2.0 million to continue the Workforce Enhancement Grant Program.

Changes from the Governor's Budget request which have been adopted by the House include:

- Reducing the amount appropriated Workforce Enhancement Grants from \$2.0 million to \$1.0 million.
- Reducing the amount appropriated for Operation Intern by \$300,000 and placing a lifetime cap on businesses using Operation Intern of \$30,000.

Other Sections in SB 2018 that will impact the Division will include:

- **SECTION 25. Legislative Council Study-Workforce System Initiative**
 - During the 2009-10 interim, the legislative Council shall consider studying the states system for addressing workforce needs through a workforce system initiative. The study should include a review of the alignment of taxpayer investment with programs, coordination of programs, and the North Dakota Workforce Strategic Plan. The Legislative Council shall report its findings and recommendations, together with any legislation required to implement the recommendations, to the sixty-second legislative assembly.
- **SECTION 33. A new section to Chapter 54-60 of the North Dakota Century Code is created and enacted as follows:**
 - *Division of workforce development – annual reports – North Dakota Workforce Development Council – Budget Acceptance.*
 - 1.) Annually, Job Service ND, the Department of Career and Technical Education, the Department, and the State Board of Higher Education each shall submit a report to the Division of Workforce Development relating to the respective agency's current workforce initiatives and activities and that agency's plan for future workforce initiatives and activities. The Division of Workforce Development shall consider these reports in preparing the Consolidated Biennial Statewide Strategies Plan for the states system for workforce development, workforce training, and talent attraction required under section 54-60-19.
 - 2.) Before November 1st of each even-numbered year, Job Service ND, the Department of Career and Technical Education, the department, and the State Board of Higher Education each shall submit for acceptance the respective agency's biennial budget request to the North Dakota Workforce Development Council, created by the Governor's Executive order 1995-01, dated January 3, 1996.

WORKFORCE INTELLIGENCE COUNCIL REPORT:

Council Reports:

- **Disadvantaged Youth-** Larry Anderson reported that the Workforce Intelligence Council has been very active recently fielding a number of requests from various entities across the state for different kinds of

workforce intelligence. The 2007 legislative requirement was to establish the Workforce Intelligence Council. There are 24 members that constitute the full council. There is also a steering committee which consists of key partners and Stakeholder Information Managers or Analysts who meet monthly fielding requests for workforce intelligence from various entities. The Steering Committees recent work involves dealing with a request from the Governor's Workforce Council Planning Committee to guide strategic planning in anticipation of an increase in funds under the American Recovery and Investment Act. The Planning Committee requested information on number and type disadvantaged youth in North Dakota in contrast to opportunities for youth. The Planning Committee wanted this information to determine how and where to best deploy the additional Recovery and Investment Act youth funds that will be coming into our state. To respond to this request The Workforce Intelligence Steering Committee collected data and information on youth in ND by county and region. The Steering Committee used data and information from a number of agencies and sources to prepare a report for the Planning Committee on Youth in North Dakota.

The steering committee entitled their report "Targeting Youth Statistics for American Recovery and Investment Act". Larry Anderson gave a brief overview of some of the statistical data within the document which entails information of Youth by County and by Region.

Beth Zander requested that some additional booklets be distributed to field staff to be used during recruitment which is going on right now.

In addition, the steering committee also has been working on the requirement for the plan modification for the WIA Five Year Plan. The steering committee is working on a detailed analysis of the states economy and the labor pool in the context of the WIA plan requirements in Section 112. We are trying to give an indication of the economic downturn and how it has impacted the states economy and labor market. We want to include as a part of that a current and anticipated impact on employment.

Larry reported that we also have a workforce intelligence request from the Robert Woods Johnson Partners Investing in Nursing (PIN) grant team. The North Dakota Nursing Education Consortium in the state has requested workforce intelligence in a report that identifies all of the individuals in the state who attended a nursing educational program, whether they have secured their nursing credentials and whether they are currently employed in the nursing industry in North Dakota. This group is working to address workforce shortages in Nursing in North Dakota

- **Transition from Prison to Community Committee:** Larry Anderson reported that the Transition from Prison to Community Initiative is a state-wide initiative. There is umbrella group called the leadership transition team which consists of 20-25 individuals and heads of departments. The leadership team set forth a goal based upon a grant that the state of ND received to embark upon an effort to reduce recidivism in North Dakota. The leadership transition team established through a charter the Transition from Prison to Community Steering Committee TPCI to guide the state efforts for this initiative. That committee chartered another group called Education and Employment Subcommittee where we zero in specifically on employment and education as one of the impediments to successful transition. The goals of this subcommittee support reduction of recidivism by preparing the individuals that will be leaving the department of corrections to transition into jobs and careers in demand in North Dakota.
- **State of the ND Workforce Report:** Larry Anderson reported that the State of the ND Workforce Report is a report that was done by Dr. Richard Judy for the 2007 Governor's Workforce Summit. The Workforce Steering Committee has the charge of updating the report for the upcoming 2009 Governor's Workforce Summit.

TRANSITION IN NORTH DAKOTA:

Gerry Teevens, Department of Public Instruction-Special Education gave an overview of what the Department of Public Instruction is doing regarding secondary transition preparing youth for that transition to the adult world and what is happening in the high schools. An overview of individuals with disabilities improvement act requires and that's the special education law and the overall purpose of that law is to prepare youth for the adult world and further education, independent living and employment. This transition planning must begin no later than the age of 16, and must include measurable post-secondary goals. There must be long-range goals related to the area of employment, education, training or any kind of living. The program is looking at what courses there are available in the secondary curriculum in the school system, what courses are needed, what other strategies, activities, and experiences the students must be engaged in to help them reach those post-secondary goals. Gerry commented that the planning that goes on in the high schools really needs to focus on what the young person wants to be doing.

Gerry reported that state agencies must now submit an annual performance report that is based upon a state performance plan that was created six years ago and focuses around 20 indicators in which the state must measure the information given to them by the districts. There are four indicators that revolve around area of transition. Indicator #1: percent of youth graduating from high school with a regular diploma compared to students without disabilities graduating with a diploma. Indicator #2: percent of youth dropping out compared to youth without disabilities dropping out. Districts are required to turn in data every year to the state department and we submit that to the federal

government and there is a state target. There is a booklet that is given to parents to help them understand the annual performance report and is laid out by each indicator and gives the target that the state has set in that six year plan and where we are in reaching that target. The other indicators such as Indicator #13: requires us to measure the IEP's written for the students 16 and older. There is a six question checklist that monitors use to review the student's IEP and if these IEP's are written based on requirements of the law and focusing on what the students want to be doing. Indicator #14: requires a follow-up one year after students have exited.

Cheryl Hess, ND Department of Human Services-Vocational Rehabilitation reported that the purpose of vocational rehabilitation is an employment focus program that will assist individuals with disabilities trying to obtain or secure employment. In order to be eligible for the services you have to have a documented disability. One area we do focus on is transition. We look at individuals that might benefit from the services that are in their junior or senior year. We have put together with DPI and NDCPE a transition CD called "Taking the Next Step" (Helping students with disabilities transition from high school to college or the workforce). Cheryl mentioned a program they are currently looking at working on is the Summer Youth Employment Program. We are going to be supporting a transition camp through Camp Grassick that will focus on skills. We are also looking at a transition website which will be tailored toward youth and also a brochure that students will look at.

NEW BUSINESS:

JOBS FOR AMERICAN GRADUATES (JAG):

Luanna Fisketjon, Director of Teaching and Learning- JAG Specialist- Williston High School gave an overview of the JAG Program. JAG is a school-to-career program implemented in 700 high schools, alternative schools, community schools, and middle schools across the country and United Kingdom. JAG's mission is to keep young people in school through graduation and provide work-based learning experiences that will lead to career advancement opportunities or to enroll in a postsecondary institution that leads to a rewarding career.

The JAG Model provides performance standards and best practices for serving young people ages 15-21. The ultimate objective is to provide participants with classroom and work-based learning experiences that result in a quality job leading to a career after graduation or completion of a GED.

The primary objectives of a JAG Model program:

- Target the right young people for services
- Keep participants in school through graduation or GED
- Extend program services to participants for 12 months after graduation or completion of GED.
- Assist graduates or completers in pursuit of a post-secondary education or entry level job that leads to a career.

- Deliver services to non-graduates during 12 month follow-up period to attain GED or high school diploma.

Luanna mentioned that there are kids that are at risk for other reasons other than income. Williston has chosen their students starting with middle school. Williston has a three year program. Starting with freshman year; talking about character development study skills, maturity, and service projects. Sophomore year will be about careers; touring, speakers, interview skills, hygiene and health. Junior year the students will job shadow, job shadowing in careers they will be interested in.

Luanna commented that kids drop out of school for reasons of being bored or they feel as if they don't fit in. The financial benefits of JAG are the training after school for future careers. Students in Williston have been grateful of the program. Luanna mentioned that schools need to have staff that adheres to JAG principles. Some of the Jag principles are not typical; the idea of having a JAG organization run during school hours, there needs to be a supportive administrator, marketing, and money to realistically have a successful JAG program.

GOVERNOR'S WORKFORCE SUMMIT 2009:

Jim Hirsch mentioned that the 2009 Governor's Workforce Summit is scheduled for October 8-9, 2009 at the Ramada Plaza Suites in Fargo, ND. A registration brochure has been mailed out. The online registration is now open. All receipts must be submitted to our office for reimbursement using a travel voucher. If the registration is sent via postal to our office, we will process the registration and will be paid through the Department of Commerce. Jim mentioned the early bird registration ends on July 31 so all registration needs to be submitted by this date. There is a \$50 charge in addition to the registration fee after July 31. Jim commented that we don't want to get into a situation where we are charging our federal grants the extra \$50, therefore, registration must be sent in by July 24, after this date members will be required to put it on their credit card.

Jim Hirsch mentioned that a block of rooms have been reserved at the Ramada Plaza Suites. The rooms are \$79 per night; therefore the state rate is not applicable.

Jim reported that the steering committee is putting the final touches on the program and are still looking for panels that can offer best practices that we could showcase during the Governor's Workforce Summit. Jim noted that if there are any companies that have an effective program in cultural diversity or managing generation in the workplace or best practices from the K-12 system that we can showcase to let us know.

TALENT INITIATIVE UPDATES:

Business Resource Alliance: Larry Anderson reported that The Business Resource Alliance is established as a sub-committee of the Governor's Workforce Planning Committee and is committed to developing comprehensive integrated network of human services to identify and fulfill workforce

development in training and talent attraction needs in the state. It supports our state-wide talent development strategy of our ND Talent Initiative. The Business Resource Alliance has been engaged in efforts to conduct town hall meetings across the state. Town hall meetings have been conducted in Williston, Minot and Jamestown. Larry noted that we were scheduled to be Fargo, but unfortunately we did not receive a good response from the employer community consequently that session was postponed. Larry mentioned that he has been working with the Chamber Executives in Grand Forks, Bismarck, Dickinson and Devils Lake and will partner with the ND Chamber of Commerce as a part of their business update workshops and are scheduled to conduct town hall sessions in Dickinson, Bismarck, and Williston and Minot. In addition we will be working with Cooperstown, Wahpeton, and Bottineau as well as other rural communities who would like to assist in hosting a town hall session by the Business Resource Alliance. These town hall meetings are to provide information to the employer community about the workforce services and incentives that are available and to engage businesses in discussion regarding how we deploy workforce services made possible under the ARRA.

Strategic Plan Updates: Larry Anderson reported that the Single State Strategic Biennial Plan was completed in December of 2008 by the key partners as required by the 2007 legislative session. A number of legislative initiatives in the 2009 session are designed to continue implementation of these state workforce strategies.

Operation Intern: Larry Anderson reported on the Operation Intern Program. The 2007 legislature required the Workforce Development Division of Commerce to establish and expand Internships in the state. They appropriated \$600,000, and as of today we have approximately \$717,000 obligated. In the current legislative session there is a legislative initiative to double the amount to 1.2 million. Currently this was amended to \$900,000 with a \$30,000 lifetime limit or cap to one employer. We have 186 internship opportunities available to us, 47 of those opportunities are unfilled. The current legislation proposes to expand internships to 11th and 12th graders and to include apprenticeships.

ND APPRENTICESHIP TRANSITION TEAM:

Barry Dutton reported on the apprenticeship programs. The program started in 2006 with 70 programs with about 400 apprentices. Right now we are at 75 programs with all of them operating within 29/29 guidelines with over 850 apprentices. The numbers have doubled within three years. Barry mentioned that he is currently the acting South Dakota State Director. Some of the things that have developed in the last couple years are the Journey Work Track Program that the ND State College of Science and Minnesota State University Moorhead with their Operations Management Bachelor of Science Degree; Minnesota's accredited 2+2 technical management degree.

Barry reported that they are currently working with agencies across the state in healthcare, energy, homeland security, IT, geospatial programs, and automotive programs. They are also working with the Three Affiliated Tribes to revive their program. They are also integrating apprenticeship with Job Service. Barry mentioned that he and Larry Anderson met and put some information together for a \$10,000 grant. It looks promising. If the money is awarded, it will be used to set up a web presence on the Commerce site, and the rest will be used to set up action clinics inviting industry and organized labor to help advance apprenticeship. Barry commented that there is an abundance of opportunity for apprenticeship. It is a matter of understanding apprenticeship and getting the word out. Barry mentioned that he has basic apprenticeship information and a sign up sheet if anyone is interested or has questions.

YOUTH COUNCIL PLANNING:

Joseph Haar reported that he will be resigning his position on the State Commission and would like to give another youth the opportunity to sit on the commission.

PUBLIC INPUT AND COMMENT: NONE

Adjournment: With no further business and consent of the members, the meeting adjourned at 2:20 p.m.