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## NORTH DAKOTA YOUTH DEVELOPMENT COUNCIL

### MINUTES April 06, 2010

**Meeting Date, Time, & Place:** April 06, 2010, 9:00 a.m., Job Service North Dakota, Bismarck, North Dakota.

**Members Present:** Dave Ellingson-Chair, Patty Allery, Leo Cummings, Tim Eissinger (via teleconf), Kent Ellis, Cheryl Hess, Anita Kostek, *Kathy Holle (for Wayne Kutzer)*, Gloria Maragos, Gaylene Massey, Debbie Painte, Ann Pollert, and Beth Zander.

**Members Absent:** Cheryl Penny

**Ex-Officio Members Present:** Jim Hirsch

**Guests Present:** Valerie Fischer, Dale Hoerauf, Dr. Bill Krivarchka, and Terry Saul

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

### CALL TO ORDER

**Opening Remarks & Introductions:** Dave Ellingson called the meeting to order at 9:00 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.

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

### APPROVAL OF AGENDA

Dave Ellingson motioned to approve the April 06, 2010 Agenda.

**MOTION:** Gloria Maragos moved to approve the April 06, 2010 agenda as presented. Leo Cummings seconded the motion. All in Favor. Motion carried.

## APPROVAL OF MINUTES

Dave Ellingson motioned to approve the January 12, 2010 minutes.

**MOTION: Ann Pollert moved to approve the January 12, 2010 minutes as presented. Kent Ellis seconded the motion. All in Favor. Motion carried.**

## CHAIRS REPORT

**Meeting Attendance:** Jim Hirsch reviewed the Attendance Record making each member aware of their attendance and the recording process. Jim Hirsch mentioned that if members can make the meeting they have the option to send an alternate.

**Joint Retreat: Medora, August 2-3, 2010:** Jim Hirsch reported that the Joint Retreat scheduled for August 2-3, 2010 has had a 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 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.

## STATE COMMISSION UPDATES

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

**AMERICORPS\*FORMULA  
COMPETITIVE GRANT UPDATE  
2010-2011 PROGRAM YEAR**

| <b><u>Four new applicants:</u></b>         | <b><u>Funding</u></b> | <b><u>MSY</u></b> |                     |
|--|-----------------------|-------------------|---------------------|
| <b><u>Slots</u></b>                        |                       |                   |                     |
| 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                  |
| <br>                                       |                       |                   |                     |
| <b><u>Four current applicants: :</u></b>   | <b><u>Funding</u></b> | <b><u>MSY</u></b> | <b><u>Slots</u></b> |
| 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                  |
| <br>                                       |                       |                   |                     |
| <b><u>One Competitive applicant: :</u></b> | <b><u>Funding</u></b> | <b><u>MSY</u></b> | <b><u>Slots</u></b> |
| YMCA of Cass & Clay Counties, Fargo        | \$390,000             | 30                | 60                  |
| <br>                                       |                       |                   |                     |
| 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.

**Learn and Serve:** Jerry Houn reported that we have received the formula funding for the Learn & Serve Grant. The Learn and Serve funding is just over \$40,000. With this funding, support can be provided to the JAG Program in Williston. We are also planning to provide support to all the JAG programs across North Dakota. Jerry commented that with the Learn and Serve funds, the JAG Program can now provide Williston students the opportunity to participate with the community. They have not been able to do this activity in the past due to lack of funding. They now have the funding to participate in community opportunities, and to provide supervisors to monitor those students. We are also providing support to the JAG program recently started in Newtown.

### **Implementation Progress:**

#### **American Recovery & Reinvestment Act**

**Job Service North Dakota:** Beth Zander reported that Job Service received stimulus funds through its normal funding streams, WIA and Wagner Peyser in addition to some UI stimulus funds. Beth commented within WIA we are almost out of money. We are also out of dislocated worker Recovery Act dollars as well as the formula dollars. Beth reported a concern for the PY 2010 dollars that starts July 1. We have used the ARRA dollars. We are training people with the regular dislocated worker dollars. Also, the adult funds are almost all obligated and we may run out of dislocated worker dollars. Beth reported a 23% cut in their allocation for PY 2010. The formula for allocation of dislocated worker dollars to the state is not hold harmless and does involve the employment rate, this did hurt us and we may run out of dislocated worker dollars in the next quarter.

**Department of Public Instruction:** Valerie Fischer reported 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 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.

#### 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.

**Vocation & Rehabilitation:** Cheryl Hess reported that for the last three years they have had a summer employment program and this year the ARRA dollars will be used for the summer employment program. There were eight proposals, Bismarck (2), Dickinson (1), Fargo (1), Minot (2), Beulah/Hazen area (1), and Southwest Mott area (1). The Ault Learning Center in Minot was also funded. Cheryl reported that a proposal was created for computer and soft skills training. They are also looking for additional funding for salaries. Also soft-skills RSVP's were sent out to Williston, Minot, Devils Lake, and Jamestown. Devils Lake and Jamestown did not submit any proposals. Cheryl commented that they also hired temporary positions for business services.

## AGENCY REPORTS

**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.

| <b>The Adult Education Performance Indicators<br/>2010-11</b> |                          |
|---|--------------------------|
|   | <b>2010-11<br/>Goals</b> |
| 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**

## **Job Service North Dakota:**

**WIA Financial Reports** – Beth Zander 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** – Beth Zander 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.

Beth reported on 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 of 390 for older youth and 742 for younger youth.

**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.

Jim reported that we are currently working on the Williston State College program. Williston hasn't received a single Voc Rehab referral to be eligible yet. They have been given guidance, but we will need to continue to work with WSC.

Jim reported that he has been looking to set up a meeting with the State Office Steering Committee in late April or early May at the latest, and meet in Williston or New Town so the steering committee can view the pilot and hear from the students to obtain a better understanding. Jim commented that in the next biennium, in order for the JAG program to continue, there has to be dedicated funding source from the state. There also needs to be a permanent home for the JAG program as well as someone taking responsibility for the program. We have the ability to have an impact on helping students' complete their education. We are out of money right now and not looking for additional pilots.

### **Governor's WIA Set Aside Project & Funding Status:**

**Skills & Technology Training Center** – Beth Zander reported that the Skill & Technology Center has been approved again. 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 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.

**IT Awareness Program** - Beth reported that the Career Awareness Program is in partnership with CTE. 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. The participating schools that have signed up and are involved in the IT Awareness Program are Beulah, Grand Forks Educational Center, Hatton, Minot, South Heart, St. Mary's Central High School, Steel-Dawson, Turtle Lake-Mercer, Watford City, and West Fargo. The goals of the IT Awareness Program are to increase the number of secondary students taking IT courses, increase the number of secondary schools offering IT courses, and increase the number of students that leave secondary schools and enroll in postsecondary IT related degree programs, eventually increasing the number of postsecondary graduates in IT programs.

**Career Advisor's Update:** Kathy Holle (for Wanye Kutzer) reported that this program has been in place for one year. The ND law states that beginning with the 2010-11 school year, each district must have one fulltime equivalent. The legislature reduced the guidance ratios in schools; currently the ratio is 1 to 450 and will now change to 1 to 300. For every 300 students you need one counselor. The realization was that there were not enough counselors to move from 450 to 300, so they created the Career Advisor position. The Career Advisor can fill up to 1/3 of a guidance program in a school. This position doesn't require the individual to be a teacher, however the qualifications for the Career Advisor are to hold a baccalaureate degree and have five years of employment history, as well as training for certification through CTE. Training will begin June 1, 2010 and most of it will be online. No cost is associated if the person that applies comes from a school.

**Single State Consolidated Biennial Strategic Plan Status:** Jim Hirsch reported that once the state agencies complete their input and we have the final facilitated meeting to sign off on the finalized plan, we will forward a draft copy to each of the members. There is still opportunity for input after that, but we want and final point to where we will bring it to the group at the Retreat in August. There will be a dozen legislators that have agreed to attend the Retreat and this will be an opportunity to present this document.

**Eastern ND Area Health Education Center:** Dr. Bill Krivarcha, Director presented on Eastern ND AHEC located at Union Hospital in Mayville, N.D. Area Health education Centers (AHEC) are statewide networks of community based organizations linked to academic health centers to address health workforce needs. They aim to improve access to health care services in medically underserved areas. The ND AHEC program focuses on improving the health status of North Dakota citizens through programs that address the distribution, diversity, supply, and quality of health care professionals.

The Eastern North Dakota AHEC will coordinate health career awareness activities with 25 school systems and 15 rural hospitals. Union Hospital provides acute and ambulatory care services. On behalf of rural hospitals in southeastern North Dakota, Union Hospital collaborates with MeritCare Health System's quality network.

Mayville is also home to Mayville State University. Activities unique to this AHEC include assisting in the development of inter-professional clinical rotations and fostering partnerships with the state's universities.

The Eastern AHEC is the largest of the planned three AHECs in North Dakota, representing 52 percent of the state's population and serving 21 counties. This region has only two community health centers: one is urban, the Family Health Care Center in Fargo, and the other is rural, Valley Community Health Center in Northwood. In addition, there are 14 critical access hospitals in the region served by the Eastern AHEC. The region also comprises the Spirit Lake Reservation in Fort Totten and a migrant health services site in Grafton.

The Department of Family & Community Medicine, the School of Medicine and Health Sciences and the University of North Dakota College of Nursing have formed a partnership to plan, develop, and implement an Area Health Education Center (AHEC) program in North Dakota.

The North Dakota AHEC includes a state-wide plan to incrementally develop three regional AHEC's: Eastern, North Western, and Southwestern

All three locations provide a variety of opportunities in rural health clinics, community health centers, and Indian Health Service. Additionally, each of the three regions is home to at least one university and/or college. Over time, avenues for their direct and formal involvement with the AHEC will be developed. Activities will be developed for kindergarten through health professional students, educational programs, and recruitment and retention of health care providers. The program is initially designed to provide educational and clinical opportunities for students in medicine and nursing at the college and graduate level.

**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.

**ADJOURNMENT:**

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