



**NORTH DAKOTA
YOUTH DEVELOPMENT COUNCIL**

**AGENDA
October 20, 2011
10 am – Noon**

TIME	ACTIVITY	PRESENTER
10:00 am	Call to Order <ul style="list-style-type: none">• Welcome and Introductions• Admin announcements• Review and approve agenda• Review and approve July 21, 2011 minutes	Dave Ellingson
10:15 am	Chair's Report & Director's Update <ul style="list-style-type: none">• Meeting Attendance• 2012 meeting dates– IVN and in-person and approve• WDC info on jobsnd.com	Dave Ellingson Susan Gunsch
10:30 am	Agency Reports and Workforce Training updates <ul style="list-style-type: none">• Department of Public Instruction• Job Service North Dakota• Career and Technical Education• Vocational Rehabilitation	
11:00 am	Youth Program Presentations <ul style="list-style-type: none">• ND Youth Office• Vocational Rehabilitation	Brianna Strahm Cheryl Hess
11:15 am	Job Service Labor Market Information	Marcia Slag Michael Ziesch
11:30 am	Council Member Highlights and Discussion	
Noon	Adjourn	



NORTH DAKOTA YOUTH DEVELOPMENT COUNCIL

MINUTES October 20, 2011

MEMBERS PRESENT: Leo Cummings, Chair, Susan Gunsch, Patty Allery, Tim Eissinger, Kent Ellis, Cheryl Hess, Ruth Lacher, Gloria Maragos, Cheryl Penny, Ann Pollert

MEMBERS ABSENT: Leah Beyer, Dave Ellingson, Sharon Fletcher, Anita Kostek, Wayne Kutzer, Gaylene Massey, Debbie Painte

EX-OFFICIO MEMBERS PRESENT: None

GUESTS PRESENT: Brianna Strahm, Michael Ziesch

STAFF PRESENT: Robin Fuhrman

CALL TO ORDER

Welcome and Introductions

- Leo Cummings welcomed everyone to the meeting.
- Admin announcements
 - Susan Gunsch informed the Youth Development Council (YDC) that this type of meeting (IVN) will be held because of the budget.

APPROVAL OF AGENDA

Leo Cummings motioned for approval of the October 20, 2011 agenda.

MOTION: Kent Ellis moved to approve the October 20, 2011 agenda as presented. Ruth Lacher seconded the motion. All in Favor. Motion carried.

APPROVAL OF MINUTES

Leo Cummings motioned for approval of the July 21, 2011 Minutes.

MOTION: Ruth Lacher moved to approve the July 21, 2011 minutes as presented. Kent Ellis seconded the motion. All in Favor. Motion carried.

Chair's Message – no report, Dave Ellingson not in attendance.

Director's Update

- 2012 Meeting Dates – contact Susan Gunsch if there are any major conflicts.
 - January 19, 2012 IVN
 - April 26, 2012 In-Person
 - July 19, 2012 IVN
 - October 11, 2012 In-Person
- Meeting Attendance – the attendance roster will be updated after each meeting and will be part of the packet.
- Leo Cummings asked about the State Volunteer Commission and Faith Based Commission. Susan reported they are part of Department of Commerce and will be separate from Workforce Development Council and Youth Development Council meetings.

- YDC information will be transferred to Job Service North Dakota (JSND) website, and a message of transition from the Dept. of Commerce can be found on <http://www.jobsnd.com/individuals/workforce-councils> or <http://www.jobsnd.com/business/workforce-councils>. The Dept. of Commerce will keep information on their site until JSND site is completed.

Agency Reports and Workforce Training updates

Department of Public Instruction (DPI) – Susan Gunsch reviewed information provided by Valerie Fischer

- Provided quarterly report for DPI, including information on the WIA Incentive Grant. North Dakota has received the money for the WIA Incentive Grant and the awards have been made to DPI, Career and Technical Education (CTE) and Job Service North Dakota (JSND). Those incentive grant projects are underway.
- JSND is currently working with three incentive grants:
 - Continue the transferrable skills project with Transferable Occupations Relationship Quotient (TORQUE) software. This software is used to help job seekers identify how their skills transfer into other occupations in their efforts for reemployment.
 - Increase adaptive technology in One-Stop Centers. A Read and Write software has been ordered for use in One-Stop Centers. The software includes word prediction, list of possible words, a dictation component, talk to computer and type, and a thesaurus.
 - Computer Skills Training Class, staff is working on curriculum for a three day session - two days basic computer skills class and the third day includes training on soft skills.

Job Service North Dakota - Ruth Lacher

- Presented information on WIA negotiated performance measures.
- Highlighted Financial page – Governor’s Set-Aside has two statewide discretionary grants in place right now, Jobs for American’s Graduates and a welding program at the North Dakota State Penitentiary in collaboration with Bismarck State College and Department of Commerce.
- Local offices are on track with program spending. Funds were reserved from Program Year 2009 to ensure current students were funded.
- No American Recovery and Reinvestment Act (ARRA) report was presented; 100% of the funds have been expended. ARRA ended June 30, 2011.
- WIA Annual Report for Program Year 2010 shows statistics on Adult, Dislocated Worker (DW), and Youth programs. It is noted that local offices have focused dollars on in demand or target industries or occupations in support of the targeted industries.
- Leo Cummings commented on the shortage of funds and asked Ruth to explain the coming year and project into the future. Ruth explained that PY '11 funds are in the local offices for the Youth program. Currently, Youth is the best funded program; continue to refer individuals to the Youth program. There are fewer funds in Adult and DW, and a hold on funding. Do not know what PY '12 funding will be, and there is talk of deep cuts in WIA funding for PY '12.
- Susan Gunsch reported that in PY '11 the WIA program had a 10% cut. We tried to maintain those funding levels in the local office, and made the cuts in Workforce Programs which is funded with WIA Statewide money.
- Leo Cummings noted they are feeling the same effect at Three Affiliated Tribes. They have also prioritized students that were already on board. The demand for education is high and the curriculum has been updated to meet Bakken needs.

Career and Technical Education

- No report – Wayne Kutzer was attending the ND STEM Initiative launched this morning at CTE.

Vocational Rehabilitation (VR) - Cheryl Hess

- October is National Disability Awareness Month.
- A brochure for youth has been developed; focus is on high school to career instead of college.
- Public awareness TV spots have been developed and can be found on the North Dakota Division of Vocational Rehabilitation website at <http://www.nd.gov/dhs/dvr/media/television.html>.

- Cheryl shared information on World of Work, an Internet based assessment product being used by VR. It is based on individual needs and skill level, looks at educational levels, abilities, and work values. There are different versions available and the assessment can be taken at home or in the office. This is only one of several assessment tools used at VR.

Youth Program Presentation - ND Youth Office - Brianna Strahm

- Shared information on Crash Courses. These sessions, held in rural communities across North Dakota, include information students need to make educated decisions about careers and college. All high school students Grade 8-12, and parents are invited. Breakout sessions include information on FAFSA, CTE does a session on career exploration, DPI talks about scholarships, JSND talks about careers in that part of the state, and Brianna shares information on high demand careers in ND and where you can get those education degrees in ND. There is also a session on going to college and how to prepare yourself. Courses are two to three hours long. At the end of the night, a laptop is given away to one student and a digital camera to a parent; those names are drawn from survey completed. The Youth Office uses the surveys to track students progress, find out if they have stayed in North Dakota after graduating from high school and if they attending college in ND. Brianna noted there is a lot of interest in the Crash Courses and the sessions are scheduled on a first come first serve basis. A schedule will be sent to Susan Gunsch to forward to the YDC members.
- Provided information on the Career Conversations Program which is YouTube videos of high demand jobs in ND. There are 50 videos posted and they have had around 30,000 views.
- Operation Intern – two major things happened, the program received continuing appropriation, and internships don't need to be brand new to the company. Primary focus, according to the law, is higher education internships in target industries and currently there is only funding available for targeted industries.
- Working on statewide job shadow day with CTE and high school career counselors.

Vocational Rehabilitation - Cheryl Hess

- Included all information in earlier presentation.

Job Service Labor Market Information - Michael Ziesch

- Michael Ziesch has worked with Brianna Strahm providing data as requested. He noted that age data comes largely from Census data. JSND does not have an age component or demographics unless it comes in with an unemployment insurance claim.
- Shared that Youth generally do not file unemployment claims because they are ineligible, and they can generally find another job with a different employer.

- Reviewed ND workforce data age 14-24 will likely be in school, hold part time jobs, not necessarily career oriented, quite seasonal and less than 35 hours per week.
- Youth workers have huge effect on the unemployment rate. June is a spike month when students enter into the labor force, and the effect is a percentage point. Nationally, student workers suffered due to older workers keeping jobs or going part time, however this is not happening in North Dakota.
- Brianna Strahm asked if there was a way to track internships and progress in the state. Discussed different options on how this might be accomplished with limited resources and limited permission.

YDC Member Highlights and Discussion

- Gloria Maragos – shared Minot area happenings. Referrals to Juvenile Court have held steady.

Public Input – None.

ADJOURNMENT

Leo Cummings motioned for adjournment of the meeting.

MOTION: Patty Allery moved to adjourn the meeting. Gloria Maragos seconded the motion. All in Favor. Meeting adjourned at 11:28 am.