



**Workforce Development Council  
Administrative Committee**  
Job Service Central Office and via interactive video  
1000 E Divide Ave Bismarck ND 58503

**AGENDA**  
**February 27, 2018 1:00 PM – 2:30 PM**

<b>TIME</b>	<b>ACTIVITY</b>	<b>PRESENTER</b>
1:00 pm	Call to Order  Review agenda Review and approve February 9, 2018 Administrative Committee meeting minutes	James Whirlwind Soldier
1:10 pm	Review the modified sections of the WIOA Unified Plan  State Strategic Vision and Goals <ul style="list-style-type: none"><li>• <i>Assessment</i></li></ul> State Strategy Implementation <ul style="list-style-type: none"><li>• <i>State Board Functions</i></li></ul> State Operating Systems and Policies <ul style="list-style-type: none"><li>• <i>State operating systems that support coordinated implementation of State strategies</i></li><li>• <i>Data-collection and reporting</i></li><li>• <i>The State policies that will support the implementation of the State's strategies</i></li><li>• <i>State Agency Organization</i></li><li>• <i>Member roster &amp; Board Activities</i></li><li>• <i>Distribution of Funds for Core Programs</i></li></ul> Program Specific Requirements  General Requirements <ul style="list-style-type: none"><li>• <i>Regions and Local Workforce Development Areas</i></li><li>• <i>Statewide Activities</i></li></ul> Adult and Dislocated Worker Program Requirements <ul style="list-style-type: none"><li>• <i>Work-based Training Models</i></li><li>• <i>Registered Apprenticeship</i></li><li>• <i>Eligible Training Provider policy</i></li><li>• <i>Priority of Service and Transfer Policy</i></li></ul> Youth Programs <ul style="list-style-type: none"><li>• <i>Grant Award and Improving Outcomes</i></li><li>• <i>14 Youth Elements</i></li><li>• <i>Additional Assistance</i></li><li>• <i>Not attending School Definition and Basic Skills Deficient</i></li></ul> Wagner Peyser Act Programs <ul style="list-style-type: none"><li>• <i>Employment Service Professional Staff Development</i></li><li>• <i>UI Claim Filing Assistance</i></li><li>• <i>UI Reemployment</i></li><li>• <i>Communication between AJC and UI</i></li><li>• <i>Agricultural Outreach Plan</i></li></ul>	Committee Members

2:30 pm

Adjourn



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**Minutes**  
**February 27, 2018**

**MEMBERS PRESENT:** James Whirlwind Soldier, Wayde Sick and Robyn Throlson  
Wayne Kutzer and Valerie Fischer -absent

**STAFF:** Susan Gunsch

The minutes to the February 9, 2018 Administrative Committee meeting were approved. Wayde Sick moved to approve the minutes and James Whirlwind Soldier seconded. All approved.

The following Unified Plan section modification were reviewed and finalized.

State Strategic Vision and Goals

- *Assessment*

State Strategy Implementation

- *State Board Functions*

State Operating Systems and Policies

- *State operating systems that support coordinated implementation of State strategies*
- *Data-collection and reporting*
- *The State policies that will support the implementation of the State's strategies*
- *State Agency Organization*
- *Member roster & Board Activities*
- *Distribution of Funds for Core Programs*

Program Specific Requirements

General Requirements

- *Regions and Local Workforce Development Areas*
- *Statewide Activities*

Adult and Dislocated Worker Program Requirements

- *Work-based Training Models*
- *Registered Apprenticeship*
- *Eligible Training Provider policy*
- *Priority of Service and Transfer Policy*

Youth Programs

- *Grant Award and Improving Outcomes*
- *14 Youth Elements*
- *Additional Assistance*
- *Not attending School Definition and Basic Skills Deficient*

Wagner Peyser Act Programs

- *Employment Service Professional Staff Development*
- *UI Claim Filing Assistance*
- *UI Reemployment*
- *Communication between AJC and UI*
- *Agricultural Outreach Plan*

The listed modified Unified State Plan sections were approved. Wayde Sick made the motion to approve and James Whirlwind Soldier seconded. All approved.

2:20 pm      Adjourn