

**WORKFORCE DEVELOPMENT COUNCIL
ADMINISTRATIVE COMMITTEE MEETING AGENDA**

TUESDAY, JULY 30, 2019

11:00 a.m. to 12:00 p.m.

CONFERENCE CALL DIAL-IN: | 701-328-0950 / Participant Code: 92681219# (MK Pin: 214822)

TIME	AGENDA ITEM	PRESENTER
11:00 a.m.	Call Meeting to Order	Dave Farnsworth
	1. Administrative	
	- Review Agenda	Michelle Kommer
	- Approve Minutes – February 21, 2019	
	2. Policy Review	
	- Common Exit Policy	
	- Eligible Training Providers Policy	
	3. State Plan	
12:00 p.m.	Adjourn	Dave Farnsworth

WORKFORCE DEVELOPMENT COUNCIL
Minutes of the

**WORKFORCE DEVELOPMENT COUNCIL
ADMINISTRATIVE COMMITTEE**

Tuesday, July 30, 2019
Conference Call

Members present: Michelle Kommer, Wayde Sick, Robyn Throlson, Bryan Klipfel

Staff present: Phil Davis, Ruth Lacher, Tammy Barstad, Sherri Frieze

Michelle Kommer called the meeting to order in the absence of Dave Farnsworth at 11:00 a.m.

Approval of Minutes

MOTION: It was moved by Wayde Sick, seconded by Robyn Throlson to approve the minutes from the February 21, 2019 administrative committee meeting. Carried on a voice vote.

Policy Review - Common Exit Policy

The Common Exit policy, defined as the last service date that the individual participated in and can be in any one of the six programs. WIOA, Title IB Adult/Youth, Dislocated Worker, Title III Wagner-Peyser, Trade Adjustment Assistance, and Jobs for Veterans State Grant programs. The Common Exit policy is applied when a program participant is co-enrolled in more than one program.

MOTION: It was moved by Bryan Klipfel and seconded by Wayde Sick to approve the Common Exit policy. Carried on a voice vote.

Eligible Training Providers Policy

The Eligible Training Providers policy provides new information, criteria, and procedures to implement the Eligible Training Provider requirements of the WIOA act of 2014. The transition process ended in 2018 and has moved from a calendar year to a program year of July 1 – June 30.

MOTION: It was moved by Bryan Klipfel and seconded by Robyn Throlson to approve the Eligible Training Providers policy; amendments made on page 2, Section B; & addition of Section E. Carried on a voice vote.

Unified State Plan

Under the Workforce Innovation and Opportunity Act (WIOA), the Governor of each State must submit a Unified or Combined State Plan to the Secretary of the U.S. Department of Labor (DOL) that outlines a four-year strategy for the State's workforce development system. ND has elected to submit a [Unified State Plan](#). The U.S. Depart. of Labor will be sending guidance changes in the fall regarding submission of each state's new unified plan to be submitted through an online portal by April 2020.

Future Meeting

- Schedule WDC Administrative committee conference call at the end of August.
 - August 14 & 15 – Bryan Klipfel attends Dallas, TX conference with discussion of the Unified State Plan.
 - August 20 & 21 – Federal Project Officer will be at JobsND; with discussions regarding Unified State Plan.
- Schedule ongoing monthly meetings with Administrative committee regarding guidance with the Unified State Plan.

Adjourn

Meeting was unanimously adjourned at 12:00 p.m.