



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

AGENDA
March 12, 2018 3:30 PM – 4:30 PM

TIME	ACTIVITY	PRESENTER
3:30 pm	Call to Order	James Whirlwind Soldier
	Review the agenda	
	Review the minutes from the February 27, 2018 Administrative Committee Mtg	
	Review the remaining modified sections of the WIOA Unified Plan and approve entire plan for submittal to RSA.	Committee Members
	Economic, Workforce and Workforce Development Activities Analysis <ul style="list-style-type: none">• Economic and Workforce Analysis<ul style="list-style-type: none">A. Economic Analysis<ul style="list-style-type: none">a. Demand Industry Sectors and Occupationsb. Emerging Demand Industry Sectors and Occupationsc. Employer's Employment NeedsB. Workforce Analysis<ul style="list-style-type: none">a. Employment and Unemploymentb. Labor Market Trendsc. Education and Skill Levels of the Workforced. Skill Gaps	
	State Strategic Vision and Goals <ul style="list-style-type: none">A. VisionB. GoalsC. Performance Goals	
	Assessment and Evaluation of Programs and One-Stop Program Partners <ul style="list-style-type: none">A. Assessment of Core ProgramsB. Assessment of One-Stop Partner ProgramsC. Previous Assessment ResultsD. Evaluation	
	Program Data <ul style="list-style-type: none">A. Data Alignment and IntegrationB. Assessment of Participants' Post-Program SuccessC. Use of Unemployment Insurance (UI) Wage Record DataD. Privacy Safeguards	
	Priority of Service to Veterans	
	Addressing the Accessibility of the One-Stop Delivery System for Individuals with Disabilities	
	Addressing the Accessibility of the One-Stop Delivery System for Individuals who are English Language Learners	

Coordination with State Plan Programs

Single-area State Requirements
DVR specific sections

Adult Ed specific sections

4:30 pm

Adjourn



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**Minutes
March 12, 2018**

MEMBERS PRESENT: Valerie Fischer, Wayde Sick, Mark Wagner and Robyn Throlson
James Whirlwind Soldier-absent

STAFF: Susan Gunsch

The minutes to the February 27, 2018 Administrative Committee meeting were approved. Robyn Throlson moved to approve the minutes and Wayde Sick seconded. All approved.

The following Unified Plan section modification were reviewed and finalized.

Review the remaining modified sections of the WIOA Unified Plan and approve entire plan for submittal to RSA.

Economic, Workforce and Workforce Development Activities Analysis

- Economic and Workforce Analysis
 - C. Economic Analysis
 - a. Demand Industry Sectors and Occupations
 - b. Emerging Demand Industry Sectors and Occupations
 - c. Employer's Employment Needs
 - D. Workforce Analysis
 - a. Employment and Unemployment
 - b. Labor Market Trends
 - c. Education and Skill Levels of the Workforce
 - d. Skill Gaps

State Strategic Vision and Goals

- D. Vision
- E. Goals
- F. Performance Goals

Assessment and Evaluation of Programs and One-Stop Program Partners

- E. Assessment of Core Programs
- F. Assessment of One-Stop Partner Programs
- G. Previous Assessment Results
- H. Evaluation

Program Data

- E. Data Alignment and Integration
- F. Assessment of Participants' Post-Program Success
- G. Use of Unemployment Insurance (UI) Wage Record Data
- H. Privacy Safeguards

Priority of Service to Veterans

Addressing the Accessibility of the One-Stop Delivery System for Individuals with Disabilities

Addressing the Accessibility of the One-Stop Delivery System for Individuals who are English Language Learners

Coordination with State Plan Programs

Single-area State Requirements

DVR specific sections

Adult Ed specific sections

The above listed modified Unified State Plan sections were approved. Wayde Sick made the motion to approve the sections and Robyn Throlson seconded. All approved.

Valerie Fischer made a motion to approve all the modifications for the entire Unified Plan for submittal and Mark Wagner seconded. All approved.

Robyn Throlson moved to adjourn the meeting and Wayde Sick seconded. All approved. Meeting was adjourn