

Minutes of the  
**WORKFORCE DEVELOPMENT COUNCIL**  
**EXECUTIVE COMMITTEE**  
October 5, 2020  
10:00 a.m. – 11:30 p.m.  
TEAMS Conference Call

**Members present:** Dave Farnsworth, Cindy Griffin, Don Shilling, Arnie Strebe, Perry Lubbers

**Ex Officio members present:** Bryan Klipfel, Katie Ralston

**Commerce staff and Job Service staff present:** Tammy Barstad, Phil Davis, Ruch Lacher, Sherri Frieze

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Dave Farnsworth called the meeting to order at 10:00 a.m.

**APPROVAL OF MINUTES**

**MOTION:** It was moved by Don Shilling, seconded by Cindy Griffin to approve the executive committee minutes of July 9<sup>th</sup>, 2020. Motion carried.

**WIOA UPDATED POLICIES**

**Common Exit Policy and the Eligible Training Providers Policy**

Phil discussed the updates needed to the Common Exit Policy and the Eligible Training Providers Policy that were recommended by the Department of Labor.

**Common Exit Policy**

**First language update:**

The common exit is applied when participants are in two or more programs at the same time or have an overlap in their periods of participation.

**Second language update:**

The auto-exit date is applied when there has been a 90-day gap of time since the last qualifying service date recorded on any of the six programs. This auto-exit date is calculated and applied by the MIS system and not a calculation applied by staff.

**Eligible Training Providers Policy**

**First language update:**

Sponsors of registered apprenticeship programs may choose to be included on the State ETP list. They will remain on the list unless they lose their registration.

**Second language update:**

Registered Apprenticeships programs that are taking applications are automatically considered in-demand occupations.

**MOTION:** It was moved by Arnie Strebe, seconded by Don Shilling to approve the Common Exit Policy and the Eligible Training Providers Policy. Motion carried.

**SUBCOMMITTEE PROGRESS REPORTS**

**BARRIERS WITH THOSE WITH CRIMINAL BACKGROUNDS**

Phil and Bryan discussed the progress that has been completed on subcommittee meetings

- **Pilot Program to start here in Bismarck**
  - Individuals being released, case management those individuals into a new occupation industry and look at what can be provided, housing, clothing, soft skills, etc.

**WORKFORCE DEVELOPMENT COUNCIL  
EXECUTIVE COMMITTEE**

- When released, see if eligibility for WIOA program, 90 to 120 inmates are released a month.
- WIOA dollars and state set aside dollars
- OJT with employer to match salary of 50% up to a 6-month period.
- **Employer education across state**
  - Dollars to promote programs that an employer would qualify for if they hire someone with a criminal background. Get employers on board with that have an internal program of hiring those individuals.
- **Forgiveness Certificate concept**
  - More discussions need to take place
  - Program has been utilized in ND, being done in a smaller capacity and not being communicated enough.
  - Pardon Board and Pardon Advisory Board – ND already has

**OCCUPATIONAL LICENSING REFORM**

**Katie discussed the progress that has been completed on subcommittee meetings**

The Occupational Licensing Reform (OLR) workgroup held meetings over the past six months to study North Dakota's schema for occupational licensing in order to develop a thorough understanding of licensing in our state, discover best practices, compared to other states, engage licensing boards and commissions to identify their processes, and identify the best path for reform.

A survey was done by the Council on Licensure Enforcement and Regulation (CLEAR) in the spring of 2020. The Council on State Governments and the National Council on Licensure were leveraged to work with subject matter experts to compare best practices with other states.

The opportunities will be presented to the Workforce Development Council at next week's meeting for their approval to be added to the recommendations from the Workforce division.

Themes identified:

**Populations with Barriers**

- Applied to not only those being released from incarceration, but those with a criminal background and are applying for a licensure in the state or are coming into the state.
- Trying to remove vague or generic terms including those without limitation to the phrase, "moral turpitude" and "good character."

**Geographic Mobility**

- Implement universal licensure policies
  - ND boards currently have this process in check; recognizing out of states licensees, expediting with completion for all applications.
  - Interstate compacts already being done,
  - Subcommittee not putting forth universal recognition or licensure, since boards are doing this already.
  - Establish & make public criminal convictions that disqualify an applicant from obtaining a license to practice.
  - Implement a pre-qualification process
- Military Spouse Reciprocity Bill SB2306

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EXECUTIVE COMMITTEE**

- Military spouse or dependent, including military personnel under this bill.
- Changes to the bill are being developed by a group from the ND National Guard. – endorsement from the council would be suggested.

**Processes**

- More training
  - Budgeting, understanding the legislative session
  - Offered through the Attorney General office.
- Recommendations needed to continue the reform
  - New barriers will always exist; a new developed system will be needed for ongoing reporting and tracking progress to identify future opportunities for this reform.

**RECRUIT AND RETAIN**

**In the absence Pat Bertagnolli, Katie discussed the progress that has been completed on subcommittee meetings.** Accelerated Skills Training programs are needed, and this is closely linked to retention, which will give people the tools to make a career change. This will give those that move to ND the incentive to stay in ND. TrainND, has existing tools that can be utilized; expanding or creating new programs through them.

- TrainND presented their proposal to the subcommittee, with several key areas to focus on:
  - Companies may send existing employees to train for soft skills, management training. These also are key trainings for others to re-enter the job market.
  - Employees to be trained to become full time in the areas of CNA, Phlebotomy, CDL Drivers, IT/Cybertech, UAS, Industrial Maintenance to include instrumentation and controls, automation, and advanced manufacturing.
  - Job Service to help connect
  - TrainND proposes a funding proposal to sustain the program
  - Commerce is administering the Technical Skills Training Grant, helping to fund the program costs; the WIOA and Dislocated Worker Grant can help the participant.
  - TrainND proposed funding to sustain this program and there should be additional funding built in for private industry to take the lead, just like what is seen with the Technical Skills Grant.

**CAREER EXPOSURE & TECHNICAL SKILLS GAP**

Don discussed the progress completed on subcommittee meetings held

- **Career Academies and CTE centers**
  - Serves the students during the day and adult student population in the evening
  - Virtual component needed
  - Career advisors needed, separate from counselors
  - Tied to higher education and 2-year technical colleges should be partnering & sharing resources
  - Dual credit needed
- **Career exploration and exposure opportunities**
  - Earlier and more diverse career exploration
  - Partnership with private sector and public sector to provide resources with the career exploration program
  - Provide better communication with programs; etc RU Ready and What is Your Plan – better training on.
  - Career advisors needed separated from counselors
  - Virtual component – private sector to help fund
  - Appropriate funding for expanding ND STUDIES courses

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EXECUTIVE COMMITTEE**

**REVIEW OCTOBER 13 AGENDA**

**Katie Ralston**

- Hear recommendations from subcommittee leaders
- Develop communication and education plan – include EDND and GNDC on discussions
- Discuss and finalize WDC recommendations

**Additions to the Agenda:**

- Have a legislator discuss the process and overview of legislative bill submission.
- Presentations from the:  
Center of Nursing - report  
Emerging Digital Academy - update,  
UND – new program. D has a new program they are launching places graduate students for industry experience.

**NEXT STEPS**

- Work with Commerce on the bill tracking system during legislative session.
- Future planning of the council; strategically, post COVID, and where do we see businesses and jobs evolving.
- Council participation not being represented; UAS and Native American.

**ADJOURNMENT**

It was moved by Cyndy Griffin and seconded by Don Shilling to adjourn the meeting. Meeting was adjourned at 11:30 a.m. unanimously.