

WORKFORCE DEVELOPMENT COUNCIL MEETING AGENDA

Wednesday, July 15, 2020
 10:00 - 12:15 p.m.

[Join Microsoft Teams Meeting](#)

or

701-328-0950 / Conference ID: 771 193 207#

10:00 – 10:05 a.m.	I.	CALL MEETING TO ORDER / WELCOME	<i>Dave Farnsworth</i>
10:05 – 10:10 a.m.	II.	ADMINISTRATIVE MATTERS a) Approve Minutes – April 24, 2020	<i>Dave Farnsworth</i>
10:10 – 10:15 a.m.	III.	ADMINISTRATIVE UPDATE a) WIOA Set-Aside Fund Balance b) In-Demand Jobs List	<i>Phil Davis / Katie Ralston</i>
10:15 – 10:35 a.m.	IV.	ECONOMIC / LABOR MARKET OVERVIEW	<i>James Leiman</i>
10:35 – 10:55 a.m.	V.	CONNECTING THE DOTS a) What remains relevant from the WDC work thus far based on economic shifts/translates into future goals?	<i>Michelle Kommer / Katie Ralston</i>
	VI.	WDC FOCUS AREAS	
10:55 - 11:15 a.m.		a) Career Academy / CTE Centers	<i>Wayde Sick</i>
11:15 - 11:35 a.m.		b) Removing Barriers	<i>Adam Martin</i>
11:35 - 11:55 a.m.		c) Growing Online Degree Capability	<i>Lisa Johnson</i>
11:55 - 12:05 p.m.		d) Short Term Skill Development through Innovative Programs	<i>Katie Ralston</i>

12:05 – 12:15 p.m. VII. **TIMELINE / DELIVERABLES**
a) Next meeting – discuss
recommendations

*Michelle Kommer
/ Katie Ralston*

12:15 p.m. VIII. **ADJOURN**

Dave Farnsworth

12:15 – 12:30 p.m. IX. **BREAK**
*[Please note new [TEAMS](#) connection for
crossover meeting]*

12:30 – 1:00 p.m. X. **CROSSOVER MEETING WITH ECONOMIC
DEVELOPMENT FOUNDATION**
a) Welcome
b) WDC meeting recap & workforce next steps

*Michelle Kommer
/ Katie Ralston*

Minutes of the
Workforce Development Council
Wednesday, July 15, 2020
10:00 a.m. – 12:15 p.m.
TEAMS Meeting

Members present: Dave Farnsworth, Pat Bertagnolli, Randy Burckhard, Jason Ehlert, Tifanie Gelinske, Cindy Griffin, Tony Grindberg, Dr. Mark Hagerott, Lyn James, Nathan Joraanstad, Jan Kamphuis, Janelle Klinke, Bryan Klipfel, Michelle Kommer, Landis Larson, Perry Lubbers, Keith Lund, Guy Moos, Matt Marshall, Don Shilling, Wayde Sick, Taya Spelhaug, Robyn Throlson

Staff present: Phil Davis, Katie Ralston, Ruth Lacher, Sherri Frieze

Guests present: Adam Martin, Blair Thoreson, Lisa Johnson, Shawn Kessel, James Leiman

WELCOME AND INTRODUCTIONS

Dave Farnsworth called the meeting to order at 10:00 a.m., welcoming members and guests.

APPROVAL OF MINUTES

Motion: It was moved by Jan Kamphuis, seconded by Keith Lund to approve the April 24th minutes. Motion carried.

ADMINISTRATIVE UPDATE

Workforce Innovation and Opportunity Act (WIOA) Set-Aside Fund Balance

Phil Davis

Phil gave an update to the Governor's set aside Workforce Innovation and Opportunity (WIOA) funds, and how those funds are being allocated: 1.) administration costs for operating programs of youth, adult, and dislocated worker, 2.) a web training program to be implemented Fall 2020, at the ND Department of Corrections and Rehab., and 3.) COVID -19 improvements being made to ND Job Service offices to improve the health and safety of employees and customers. In conclusion, Phil discussed the remaining WIOA statewide resources/balances from PY 18/FY 19 through PY 20/FY 21. These funds are being used for strategic workforce initiatives, following the WIOA guidelines.

IN-DEMAND OCCUPATIONS LIST

Katie Ralston

Katie gave an overview of the revised In-Demand Occupations list, composed of the 75 top occupations in ND, that are based on long-term employment projections from the ND Labor Market Information Center and supplemented by data from the U.S. Bureau of Labor Statistics. The list is updated annually and has served as a resourceful tool for the ND Career Builders, the University System, workforce partners, and private industry.

Motion: It was moved by Cyndy Griffin, seconded by Jan Kamphuis to approve the revised In Demand Occupations List. Motion carried.

Discussion was held to include a footnote regarding the COVID pandemic. That footnote could reflect, but not limited to similar verbiage:

"This document was approved by the Workforce Development Council in July of 2020, amid the COVID pandemic, and it will be updated in July 2021 to reflect any pandemic impact."

Discussion continued with an ask regarding the process used when occupations are modified from the list, before a student graduates.

Brenda Zastoupil, from the ND University System, explained that when a student starts a program, they are grandfathered in, even if the occupation is removed before the student graduates. The list is utilized for a two-year period, for the purpose of recruitment and employers seeking loan repayment.

ECONOMIC/LABOR MARKET OVERVIEW

James Leiman

James discussed the COVID-19 pandemic results since April 19, 2020 for industry recovery, and funding economic development within a shift paradigm. The ND Commerce department remains ahead of other states, restructuring itself in response to COVID; providing a much better approach for companies, Economic Development Associations, Community Development organizations, and providing unique and high-quality services to our demographic region.

CONNECTING THE DOTS

Michelle Kommer

Michelle discussed how the steps taken in 2018 will reflect on those needed to connect the dots in the current COVID environment. Since 2018, the progression has led to a more refined approach to four focus areas, that were presented by each presenter.

➤ ***Career Academy/CTE Centers*** – *Wayde Sick*

Wayde discussed the current status and updates to the ten Career Academy/CTE Centers that cross the state from the Northwest to the Southeast. He also highlighted on the opportunities/barriers for support for additional CTE centers, equipment/materials, better efficiencies of virtual/hybrid CTE centers and the need for legislative support to accelerate the process.

➤ ***Removing Barriers*** – *Adam Martin*

Adam provided background information to the F5 Project, presented on the landscape of mass incarceration in ND, barriers for those with criminal background and the solutions.

➤ ***Growing Online Degree Capability*** – *Lisa Johnson*

Lisa presented on various modes of delivery for the ND University System learning system; those being from face to face, online, to a hyflex and online delivery methods in 2020 are anticipated. Drivers of change, including the implications of COVID-19, workforce demand and campus receptivity were also discussed.

➤ ***Short Term Skill Development through Innovation Programs*** – *Katie Ralston*

Katie will discuss this program in the afternoon during the crossover meeting with the Economic Development Foundation.

TIMELINE/DELIVERABLES

Michelle Kommer

The original work that was completed by the WDC in 2018, along with the work of the subcommittees, will be brought back to the next meeting of the Workforce Development Council in October for further discussion. A deliverable will include a potential funding plan for how to align recommendations with the Governor's set aside funding to support these initiatives.

ADJOURNMENT

It was moved by Perry Lubbers, seconded by Janelle Klinke to adjourn the meeting at 12:15 p.m. The meeting will reconvene at 12:30 p.m. - 1:00 p.m. with the Economic Development Foundation, for a crossover meeting. Motion carried.