

**Minutes of the  
WORKFORCE DEVELOPMENT COUNCIL  
ADMINISTRATIVE COMMITTEE  
November 15, 2022  
3:15 p.m. – 4:15 p.m.  
TEAMS audio/video Meeting**

**Members present:** Dave Farnsworth, Arnie Strebe, Wayde Sick, Damian Schlinger

**Members absent:** Pat Bertagnolli, Stan Schauer

**Ex Officio members present:** Katie Ralston Howe

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

---

Katie Ralston Howe called the meeting to order at 3:15 p.m.

**APPROVAL OF MINUTES**

**MOTION:** It was moved by Arnie Strebe, seconded by Wayde Sick, to approve the administrative committee minutes of August 11<sup>th</sup>, 2022. Motion carried.

**Q4 WDC Meeting Agenda  
December 1, 2022 in Bismarck  
Katie Ralston Howe**

Katie discussed the planned agenda for the morning WDC meeting and afternoon joint meeting agenda with K12 Coordination Council. The WDC meeting is scheduled for 10:00 a.m. – 11:00 a.m. with a break following for a working lunch and a call to order with K12 Coordination Council at 11:30 a.m. Governor Burgum has been invited to attend the full joint meeting. The afternoon will include the WDC Recommendations, K-12 Coordination Council Recommendations, and Legislative Session Preview.

**WIOA POLICY UPDATE  
Tammy Barstad**

Tammy walked through Policy 2-12-01 (2) Basic Skills Deficient Draft Policy. The term “basic skills deficient” is an individual that has English, reading, writing, or computing skills at or below the 8<sup>th</sup> grade level on a generally accepted standardized test.

Tammy walked through revisions that Job Service ND is implementing to the Basic Skills Deficient Policy. Updates in sections: Purpose, Policy (A), (B), (1)

Stan Schauer suggested adding GED to the exemptions list.

**MOTION:** It was moved by Arnie Strebe, seconded by Wayde Sick, to approve revisions to the WIOA Policy, “Basic Skills Deficient Policy” as stated by Tammy Barstad. Motion carried.

**COMMUNICATION SUBCOMMITTEE  
Katie Ralston Howe**

This committee is designed to educate and inform the public of the WDC recommendations. This opens up the question of what other opportunities are the council should take advantage of leading up to the legislative session.

- Identify how can council members can reach out to the legislators in their communities.
- Council members can be publicly engaged, but not lobby on WDC behalf.
- The subcommittee can meet through the legislative session and can give brief updates on workforce bills.
- Council members may be asked to testify as industry leaders and not on behalf of the council.

A copy of the Council’s Recommendations will be available at the Joint meeting for the members to keep.

## PARTNER UPDATES

### COMMERCE

- **RWIP** – getting contracts out after the 46 project applications that had come through. Only 5-6 applications were denied, with the option for resubmission. Another smaller round of applications are coming through again.

**FTGL campaign** – going well with 900 job seekers in the FTGL portal and 10-15 inquiries are coming in a day.

- \$15M was submitted for budget ask, along with the marketing department asking for \$15M too. The Governor has \$25M in his proposal.

### ADULT EDUCATION

- **IET ESSR Funds** – second round has come through with \$400K, that is impacting ND students in the areas of Para Educator, CDL training, and CNA training.
- **ND Insights** – State’s Education Dashboard, add adult ed median wage data point indicators to the site.

### JOBSND

- **Virtual Job Fair (VJF)** planning again and hoping for higher number than the VJF that was conducted in May 2022. Hoping to for higher attendance hat was done in May.
- **WIOA Annual Report** – finishing up on the Federal Report, that needs to be finished by the 1<sup>st</sup> of December.
- **Apprenticeship Expo** – JobsND has partnered with CTE and DPI to hold a Virtual Apprenticeship Expo on Thursday, November 17<sup>th</sup> from 10 a.m. – 2 p.m. Employers, Trade Associations, and Unions have been invited to participate in the online classrooms. North Dakota Middle Schoolers and High Schoolers Schoolers have been invited.

### VOC REHAB

- Damian mentioned he could partner with Katie on the FTGL Campaign in regard to a family member who may need assistance due to disability.
- ND presented at the National VR Conference in November and was one of 3 states that increased applicants in the VR program.

### CTE

- Continuing to work with DPI on the Teacher Apprenticeship Program (TAP). Tennessee & Kentucky have started the first (TAP) to get more teachers in the workforce.
- Continue to work on CTE funding model. CTE has a cumbersome funding model, and a change needs to happen with quality over access.
- CTE funding still has not been received from the U.S Treasury due to short staffing and complexity of the law, but the grant plan is possibly being processed.
- Announcement last month of Hess, Nabors, Haliburton investment of \$12M into the ND Tribal Colleges System (NDTCS) to extend Apprenticeships.

### ENERGY

- **Polytechnic Center** – groundbreaking to take place on November 29 at Bismarck State College.

### DHHS

- Seeing more need for treatment services; VR, homelessness, food shelters, suicide.
- DHHS continues to not have enough staff with the needs for higher increasing services.

## ADJOURN

It was moved by Damian Schlinger, seconded by Arnie Strebe, to adjourn the meeting at 4:15 p.m. Motion carried.