

**Minutes of the
WORKFORCE DEVELOPMENT COUNCIL
ADMINISTRATIVE COMMITTEE**

July 29 , 2021

2:00 p.m. – 3:00 p.m.

TEAMS audio/video Meeting

Members present: Dave Farnsworth, Bryan Klipfel, Wayde Sick, Stan Schauer, Arnie Strebe

Members absent: Damian Schlinger

Ex Officio members present: Katie Ralston

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

Dave Farnsworth called the meeting to order at 2:00 p.m.

APPROVAL OF MINUTES

MOTION: It was moved by Arnie Strebe, seconded by Wayde Sick to approve the administrative committee minutes of April 29th, 2021. Motion carried.

WIOA Update

Katie Ralston

Katie talked about the audit that was conducted earlier this year from the Department of Labor, resulting in one finding regarding the updating language of the bylaws, required by WIOA law.

- The updates to the bylaws were returned with the need to correct one item.
 - The executive committee had asked for the “addition of a previous board member could serve and fill a vacancy if appointed by the governor.” – It was noted by the Governor’s Legal Counsel to remove that ask.

The bylaws will need to be signed by August 26th.

DEPARTMENT OF LABOR (DOL) AUDIT AND REVIEW

Phil Davis and Bryan Klipfel

March 2020, Job Service ND, applied for the Emergency Dislocated Grant for \$550 thousand. Job Service sent some individuals through training because of loss of their job due to COVID. Remaining grant funds for Job Service is down to \$65 thousand and the grant needs to be spent by March of 2022.

DOL conducted an audit on the Unemployment Insurance Claims division recently for the year 2020, with claims being 260,000. The high volume of claims compared to that of 2019, resulted in only four small findings.

IN DEMAND JOBS LIST UPDATE

Katie Ralston

A solid draft has been completed and will be reviewed again over the next three weeks, before it is finalized with the full council’s approval in August. The list will be maintained with an objective, data driven process. A researcher in Commerce was able to replicate the process for the In Demands Job List, that was originally compiled in 2019. Labor Market Information, State Longitudinal Data System, and neighboring state metrics were researched for best results. This list is currently at 75 jobs but will have further discussion for a possible increase to that number.

AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

\$4 billion in state agency requests have submitted to North Dakota Office of Management and Budget for the ask of ARPA dollars. Commerce's request was aimed at \$78 million, with inclusion of a wage availability study, regional funding model for applicants in the various regions in ND, incentive package for out of state recruitment for employers, field team of recruiters to sell ND, upscaling of employees, and a model workshop/lab training centers for students. These funds will need to be allocated by the year 2024 and spent by 2026.

NEXT STEPS

Motion was made by Dave Farnsworth and seconded by Arnie Strebe to adjourn the meeting. Meeting was adjourned at 3:00 p.m.