

MINUTES of the  
WORKFORCE DEVELOPMENT COUNCIL EXECUTIVE COMMITTEE

February 23, 2022  
9:00 – 10:00 a.m.  
TEAMS Conference Call

**Members present:** Dave Farnsworth, Don Shilling, Pat Bertagnolli, Jason Ehlert, Arnie Strebe

**Members absent:** Cindy Griffin, Perry Lubbers

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

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

**Guests present:** Andrea Pfennig replacing Matt Gardner, GNDC

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Dave Farnsworth called the meeting to order at 9:00 a.m.

**APPROVAL OF MINUTES**

**MOTION:** It was moved by Don Shilling, seconded by Arnie Strebe to approve the executive committee minutes of August 13, 2021. Motion carried.

**WIOA STRATEGIC STATE PLAN UPDATE**

**Katie Ralston Howe**

**Phil Davis**

WIOA Strategic State plan is open for public comment through next week. This plan is approved by the WDC every two years. The updates to this year's plan are the progress from the last two years on how the program pivoted to address pandemic needs. March 15<sup>th</sup> the plan needs to be submitted to the federal Department of Labor.

**OVERVIEW OF RECOMMENDATION PROCESS**

**Katie Ralston Howe**

The Workforce Development Council (WDC) is recommending four main themes this legislative session, that are made up of these four WDC subcommittees that have been meeting monthly for the past year.

1. Career Explorations and Skills Gap
2. Removing Barriers to unemployment
3. Recruit and Retain employees
4. Occupational Licensing Reform

In 2018, the WDC had 30 recommendations brought forth, in 2020, 13 recommendations: and now for 2022, 5-10 comprehensive recommendations are being suggested.

The WDC subcommittee responsibilities focus on:

- Research of workforce issues, success, best practice
- Statewide impact
- Scalable solutions
- Started in Bismarck & Fargo and expanded to other communities
- Private sector partnership
- Coordinate and maximize federal resources
- Balance current and future needs
- Consider Priorities vs Programs

Considerations for the WDC:

- Build on work completed to date where possible
- Recommend actionable strategies (both short & long term)

#### Metrics

- Determine the metrics the WDC will use to measure success and how to know that the recommendations are successful.

#### Timeline

- March 3, 2022; Present preliminary recommendations (long list) with feedback from the WDC.
- June 2, 2022; Present short list of comprehensive recommendations, WDC will vote to approve.
- June 15, 2022; Recommendations sent to the Governor's office.

#### Discussion

- Populations with Barriers – Jason to engage with DOCR on their budget requests to correlate with the recommendations of the subcommittee.
- ND Information Technology Department and development of website to grow the apprenticeship program for more companies.
  - Katie will align Don Shilling with a connection at NDIT.

### **Q1 WDC MEETING IN CARRINGTON, ND**

**Katie Ralston Howe**

Meeting will take place at the NDSU Carrington Extension Service. Draft Agenda is as follows:

- Presenter from DHS to present on childcare.
- Local workforce and childcare presentation
- Overview of recommendation development
- Subcommittee Draft recommendations
- WIOA Update and Training
- WIOA Unified State Plan
- NGA Digital Skills Update
- Member Updates
- CTE Center update
- Agency strategy updates

#### **ADJOURNMENT**

**MOTION:** It was moved by Pat Bertagnolli, seconded by Jason Ehlert to adjourn the meeting. Meeting was adjourned at 10:00 a.m.