

MINUTES of the
WORKFORCE DEVELOPMENT COUNCIL EXECUTIVE COMMITTEE
June 18, 2026
1:00 p.m. – 2:00 p.m.
TEAMS Conference Call

Members present: Josh Blackaby

Ex Officio members present: DJ Campbell, Katie Ralston Howe, Phil Davis for Pat Bertagnolli

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

DJ Campbell called the meeting to order at 1:00 p.m., welcoming the members via the TEAMS audio/video call.

ADMINISTRATIVE MATTERS

DJ Campbell

With no quorum, the approval for the minutes of Q3 September 3, 2025, will be added to the WDC Q2 June 24th, 2026, meeting for approval.

WIOA POLICY REVIEW AND APPROVAL

Tammy Barstad

Tammy reviewed the changes to the eight policies that were approved at the Administrative Committee Meeting on June 10, 2026. Policies included: Adult Priority of Service, Allowable Outreach Activities, Common Exit, Data Validation, In School Youth Eligibility, Out of School Youth Eligibility, Self Sufficiency Standard, and Support Services.

IN DEMAND OCCUPATIONS LIST

Katie Ralston Howe

At the upcoming Q2 council meeting Katie will talk about the number of occupations on this year's list and Nigel Haarstad from the Commerce Department will walk through the process used to create the 2026 list.

MEMBERSHIP UPDATE

Katie Ralston Howe

New members to be welcomed at the Q2 WDC meeting include Anthony Bauer, Representative Mike Berg, Sara Mitzel, Jacy Schafer, and Phil Davis. Phil is replacing Mr. Pat Bertagnolli as Interim Executive Director for the Job Service ND site. Katie mentioned the positions on the council that will need to be filled; business/energy, local elected official, manufacturing, and a small IT business. It was mentioned to also fill the healthcare position with a rural long term care position.

WDC QUARTER 2 AGENDA REVIEW

Katie Ralston Howe

- Meeting to be held in Bismarck at the new CTE office in the Hughes building.
- LMI and WIOA Policy Update
- Workforce Subcabinet update
- In Demand Occupations List
- Review and vote on WDC Recommendations
- Working Lunch & Around the Room Updates
- Status Update on the Workforce Pell Grant
- 2026 Meeting Dates
- Governor's Workforce Summit

No Quorum for the meeting