

MINUTES of the
WORKFORCE DEVELOPMENT COUNCIL EXECUTIVE COMMITTEE
September 3, 2025
1:30 – 2:30 p.m.
TEAMS Conference Call

Members present: Cindy Griffin, Matt Marshall, DJ Campbell, Josh Blackaby, Pat Bertagnolli

Ex Officio members present: Katie Ralston Howe

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

Cindy Griffin called the meeting to order at 1:30 p.m., welcoming the members via the TEAMS audio/video call.

APPROVAL OF MINUTES

MOTION: It was moved by Matt Marshall, seconded by DJ Campbell to approve the executive committee minutes of June 9, 2025. Motion carried.

WIOA POLICY REVIEW

Eligible Training Providers

Tammy Barstad

Document changes included:

- Document was evaluated showing that participants in a four-year degree were not doing as well as those in a two-year degree program. Four-year degree students had a 34% success rate of completion, versus two-year degree students had a 66% success rate. Changes were made to reflect program funding for only two-year degree programs or less.
- Changes to eligible Training Provider qualifications to be considered. It was verified that other states in the U.S. do not consider Training Providers, if they have not in business for at least a year.
- Grammatical changes with verbiage were updated.
- Established Performance Levels were updated to 70%.

MEMBERSHIP UPDATE

Katie Ralston Howe

Katie talked about new, and returning members to the council that have reappointments and appointments made by the Governor's Office.

WORKFORCE SUBCABINET

Katie Ralston Howe

The Governor has created a variety of state subcabinets, and the Workforce Subcabinet was the first to start meeting this summer. The WDC Ecosystem Study that was created, will work hand in hand with other state agencies to produce alignment for one systemic goal. The efforts are being aligned and are being tracked across the system. After the Governor's Workforce Summit happens, the subcabinet may meet monthly with created Taskforce groups. The subcabinet has created a Vision based on the recommendations that were created from the Ecosystem Study Report.

Taskforce Groups:

- Focus on streamlining entrance into the workforce system – chatbot implementation
- Shared measures of success
- Warm hand-offs between program service providers (Resource Manual)

WDC QUARTER 2 AGENDA REVIEW

Katie Ralston Howe

- To be held in Bismarck at the Century Center, WSI Boardroom
- LMI update
- Workforce Subcabinet update
- Performance Measures for growth in workforce
- Evolving Role of WDC, with synergy of state level of subcabinet
- Governor's Workforce Summit – panel participation roles
- Working Lunch & Around the Room Updates
- Next Steps with Membership updates

ADJOURNMENT

The meeting was unanimously adjourned at 2:30 p.m.