

MINUTES of the
WORKFORCE DEVELOPMENT COUNCIL ADMINISTRATIVE COMMITTEE
June 9, 2025
9:00 – 10:00 a.m.
TEAMS Conference Call

Members present: Cindy Griffin, Pat Bertagnolli, Stan Schauer, Wayde Sick, Alicia Halle

Ex Officio members present: Katie Ralston Howe

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

Cindy Griffin called the meeting to order at 9:00 a.m., welcoming the members via the TEAMS audio/video call.

APPROVAL OF MINUTES

MOTION: It was moved by Wayde Sick, seconded by Stan Schauer to approve the administrative committee minutes of March 6, 2024. Motion carried.

IN DEMAND OCCUPATIONS LIST

Katie Ralston Howe

Katie discussed the edits to the document and consensus from the last meeting that the list won't be longer than 150 occupations. The subcommittee that is looking at the list is looking to organize subgroups within the list and is being worked on currently. Katie mentioned that the list might not be ready for the full council meeting for voting, therefore, a special meeting might be needed for approval by June 30th.

WIOA PARTNER UPDATES

All

- Phil attended the NASWA Conference last week in Denver, as a member of the organization. He talked about changes that could be made to federal funding to Job Service and programs that could happen by July 4th.
- Job openings for February – 16, 630 and dropped by 4,000 at end of May. Construction jobs are down over 600 openings.
- Unemployment rate is 2.6% in ND.
- Labor Force participation is 69.5% in ND.
- Temporary layoffs are happening in ag, manufacturing.
- Permanent layoffs in oil & gas with the fluctuating prices.

- Wayde talked about project grants that are closing, with anticipated completion dates by August.
- CTE funding policy being looked at with a flat amount and performance.
- Planning for an annual meeting with joint boards this Fall. Discussion at the annual meeting focusing on Apprenticeship.
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- Alicia talked about SCSEP – wage in the training program has been approved for an increase.
- VR – funding and move possibilities could be expected with federal changes.
- Funding grant cuts in training programs.

- Stan talked about preliminary funding for Adult Ed for 2025 – 2026, but no preliminary funding letter for IELCE.
- IET was not funded last session, but could possibly be funded through DPI, to keep the program moving into the 2025-2026 year.
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- Katie talked about a commerce employee who is departing from Find the Good Life program.
- Four ND AmeriCorps program cuts have been made, along with some reduced funding.
- Deloitte workforce summit in August is being considered for the day before the Global Talent Summit.
- Governor’s Workforce Subcabinet Summit will be happening soon with the kickoff of the Deloitte Recommendations, discussing the shared vision for the state’s workforce system. 10 agencies along with Governor’s agencies will come together.
- Katie talked about the reduction in funding to Commerce programs, except for Operation Intern, that was increased.

WDC QUARTER 2 AGENDA REVIEW

Katie Ralston Howe

- Meeting start time - 9:00 a.m. in Bismarck at the ND Job Service Workforce Center
- LMI update
- Legislative update
- In Demand Occupation list update
- Strategic Planning with Deloitte
- Working Lunch & Around the Room Updates (including federal cuts/tariffs affecting industry)
- Next Steps with Membership updates

ADJOURNMENT

The meeting was unanimously adjourned at 10:00 a.m.