

MINUTES of the  
**WORKFORCE DEVELOPMENT COUNCIL ADMINISTRATIVE COMMITTEE**  
March 6, 2025  
10:30 - 11:30 a.m.  
TEAMS Conference Call

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

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

**Commerce staff and Job Service staff present:** Sherri Frieze

---

Cindy Griffin called the meeting to order at 10:30 a.m., welcoming the members via the TEAMS audio/video call.

**APPROVAL OF MINUTES**

**MOTION:** It was moved by Pat Bertagnolli, seconded by Wayde Sick to approve the administrative committee minutes of November 19, 2024. Motion carried.

**WORKFORCE STUDY AND MEMBERSHIP UPDATE**

**Katie Ralston Howe**

**Workforce Study:**

The study being conducted by Deloitte is moving forward at a rapid pace. The mid project report is being reviewed and WIOA core partners had a strategic planning recently with them. The Deloitte team will be in Bismarck next week conducting strategic planning at the WDC meeting.

**Membership Update:**

Al Dohrmann has been appointed as the Governor's designee on the council, formerly held by Jace Beehler.

Some council members are coming to the end of their term in June. In the WDC bylaws, members can stay in their position until a new member is appointed to fill their seat. Engagement from the council will be looked upon, for geographic and industry representation for new members.

**WIOA PARTNER UPDATES**

**All**

Partners gave legislative updates to their agencies.

**WDC QUARTER 1 AGENDA REVIEW**

**Katie Ralston Howe**

- Meeting start time - 9:00 a.m. in Bismarck
- Strategic Planning for 3 hours with Deloitte
- Working Lunch
- LMI updates
- Legislative Updates
- Next Steps

**NGA Conference**

**Katie Ralston Howe**

Katie and Matt Marshall will be attending the National Governor's Association (NGA) Conference in Washington DC, March 12 -14<sup>th</sup>. Follow up to the conference will be discussed at the Q2 WDC meeting.

**ADJOURNMENT**

The meeting was unanimously adjourned at 11:30 a.m.