

**Meeting Minutes**  
**Workforce Development Council**  
Missouri River Plaza, Sharpe Conference Room  
123 West Missouri, Pierre  
January 11, 2017 10:00 a.m. CST

Secretary Hultman called the meeting to order at 10:07 a.m. (CST). Kari Porch called the roll. A quorum was present.

**Members Present:** Chairman David Giovannini, Secretary Marcia Hultman, Eric Weiss, Tiffany Sanderson, Aaron Scheibe, Scott Peterson, Mark Rogers, Mike Rush , Jim Borszich, Randy Stainbrook, and Keri Wientjes.

**Members Absent:** Vice-chairman Lee Anderson

**Others Present:** Director Bill McEntaffer, Kari Porch, Kendra Ringstmeyer, Laura Trapp, Karen Callahan, Dawn Dovre, Mark Anderson, John Anderson, Julie Ruggiero, John Bolger, Sarah Bierman, Kristy Severson, Gloria Miller, and Marlene Currie.

Scott Peterson made a motion to approve the October 5, 2016, meeting minutes. Aaron Scheibe seconded the motion. Kari Porch called the roll and Dave Giovannini, Secretary Marcia Hultman, Tiffany Sanderson, Eric Weiss, Aaron Scheibe, Mike Rush, Randy Stainbrook, Jim Borszich, Mark Rogers, Scott Peterson, and Keri Wientjes all approved the motion. **MOTION PASSED.**

Secretary Hultman thanked the Workforce Development Council (WDC) members for attending the first meeting in the Missouri River Plaza and provided an update on changes in the Governor's Office. Liza Clark, DLR's representative from the Governor's Office, was appointed to Chief Financial Officer and BFM Commissioner. Patrick Weber is now DLR's representative and Kelsey Smith is involved with The South Dakota Workforce Initiatives (SDWINS) subcabinet.

Secretary Hultman congratulated Scott Peterson, owner of Scott Peterson Motors in Belle Fourche, and thanked him for his contributions to the Belle Fourche community. The business was recently recognized as the retailer of the year.

Director McEntaffer provided the director's report. Workforce Training and Employment Services staff continue to work and train local office staff on the Workforce Innovation and Opportunity Act (WIOA) policies and procedures and the new SDWORKS system. The new SDWORKS system is scheduled to go live on February 13, 2017. The new SDWORKS system will provide much improved data, more access to data, and quicker results when requesting reports.

Director McEntaffer provided information on Request for Proposals (RFPs) for the Registered Apprenticeship Grant and asked to the Council's recommendations for

funding the programs. The grant is for \$590,000 for an 18 month period beginning in November 2016. Eleven RFPs were submitted and considered. After lengthy discussion the Council agreed on funding five of the proposals that best met the intent of the grant to increase the number of registered apprenticeships.

Mike Rush made a motion to approve proposals submitted by Associated General Contractors, Lake Area Technical Institute, Mitchell Technical Institute, South Dakota Association of Plumbing-Heating-Cooling Contractors, and Southeast Technical Institute contingent on specific information being provided. Eric Weiss seconded the motion. Kari Porch called the roll and Dave Giovannini, Secretary Marcia Hultman, Tiffany Sanderson, Eric Weiss, Aaron Scheibe, Mike Rush, Randy Stainbrook, Jim Borszich, Mark Rogers, Scott Peterson, and Keri Wientjes all approved the motion. **MOTION PASSED.**

DLR will seek the Council's suggestions to fund any additional projects using any remaining funds. A conference call will be held at a later date to discuss the recommendations with the Council.

Dawn Dovre, DLR Director of Workforce Planning, Policy & Public Affairs provided an update on the Workforce Information Grant Performance Report. The grant provides funding for Labor Market Information Center (LMIC) projects and reports. Reporting to the Council is one of the requirements of the grant. The reports are used by the public and other state agencies to help make sound decisions.

John Anderson provided an update on the Adult Education and Literacy (AEL) programs. DLR will be soliciting Request for Proposals (RFP) for the Adult Education providers. The RFP will be released on February 1, 2017. DLR will take the lead in the RFP process, but the Council will have a role in the awarding process.

Director McEntaffer provided information on a soft skills training opportunity through Bring Your 'A' Game. RFPs had been submitted and eight sites were selected to provide training. Funding from the grant will cover the costs of materials and instructor training.

Tiffany Sanderson made a motion to adjourn the meeting at 2:15 p.m. (CST). Keri Wientjes seconded the motion. **MOTION PASSED.**

Respectfully submitted,

Marcia Hultman  
Cabinet Secretary