

Meeting Minutes
WORKFORCE DEVELOPMENT COUNCIL

Rapid City Job Service
2330 N. Maple Ave., Ste. 1, Rapid City
July 17, 2018, 12:30 p.m. MDT

Boxelder Job Corp Center
22023 Job Corp Place, Nemo
July 18, 2018, 8:30 a.m. MDT

Chairman Lee Anderson called the meeting to order at 12:31 p.m. (MDT). Jami Burrer called the roll. A quorum was present.

Members Present: July 17, 2018: Chairman Lee Anderson, Vice Chairwoman Keri Wientjes, David Bonde, Chris Houwman, Rick Larson, Scott Peterson, Mark Rogers, Randy Stainbrook, Eric Wiess, and Carl Carlson; *via DDN:* Carla Gatzke, David Giovannini, Steve Kolbeck, and Laura Scheibe. July 18, 2018: Chairman Lee Anderson, Vice Chairwoman Keri Wientjes, David Bonde, Rick Larson, Mark Rogers, Randy Stainbrook, Eric Weiss, and Carl Carlson.

Members Absent: July 17, 2018: Secretary Hultman and Aaron Scheibe. July 18, 2018: David Giovannini, Chris Houwman, Secretary Hultman, Steve Kolbeck, Scott Peterson, Aaron Scheibe, and Laura Scheibe.

Others Present: July 17, 2018: Mackenzie Decker, Jami Burrer, Kendra Ringstmeyer, Bill McEntaffer, Dawn Dovre, Andrew Szilvasi, Felicia Alspach, Laura Trapp, Rick Augusztin, Barb Unruh, Tammy Sellars, Gloria Miller, Sarah Bierman, Crystal Trevino, Cha Duggin, Aaron Morlock, Chelsea Boddicker, Jeffery Nobel, Carisa Gerving, Jonathan Englund, Ryan Harris, and Penny Kutz. July 18, 2018: Mackenzie Decker, Jami Burrer, Kendra Ringstmeyer, Dawn Dovre, Andrew Szilvasi, Felicia Alspach, Laura Trapp, Rick Augusztin, Melodee Lane, Crystal Trevino, Gloria Miller, Tammy Sellars, Jonathan Englund, Aaron Morlock, Doug Schneider, Jill Schneider, and Bonnie Fuller.

Chairman Lee Anderson introduced new member, Carl Carlson.

David Bonde made a motion to approve the May 2-3, 2018, meeting minutes. Chris Houwman seconded the motion. **MOTION PASSED** by 12-0 roll call vote. Carl Carlson abstained. Scott Peterson was not yet present.

DLR Workforce Training Director Kendra Ringstmeyer provided the Council with information regarding the One-Stop Career Center Certification reviews. Reviews were completed in Huron, Mitchell, and Sioux Falls during previous program year.

Huron Job Service review resulted in one finding and seven areas of concern. Technical assistance was provided for the finding, which has since been resolved through training and process changes. Technical assistance was provided in relation to the areas of concern while the review team was on site. Five promising practices were also identified.

Mitchell Job Service review resulted in seven areas of concern. Technical assistance was provided in relation to the areas of concern while the review team was on site. Two promising

practices were also identified. No findings were identified, therefore a response was not required.

Sioux Fall Job Service review resulted in eight areas of concern. Technical assistance was provided in relation to the areas of concern while the review team was on site. One promising practice was identified. No findings were identified, therefore a response was not required

Mark Rogers made a motion to approve the One-Stop Center Certifications for Huron, Mitchell, and Sioux Falls. Chris Houwman seconded the motion. **MOTION PASSED** by 13-0 roll call vote.

Rick Augusztn, DLR Labor Program Specialist, provided information on the proposed Senior Community Service Employment Program (SCSEP) State Plan Amendment. As a result of an on-site review by U.S. DOL, DLR made revisions to SCSEP Policy and Procedure Guide and SCSEP State Plan. Case managers need to explain the types of Support Services available to participants when a participant is placed into the program. The case manager will need to follow up with the participant annually. DLR Staff must upload SCSEP documentation into SDWORKS.

David Bonde made a motion to approve the SCSEP State Plan Amendment. Eric Weiss seconded the motion. **MOTION PASSED** by 14-0 roll call vote.

Felicia Alspach, DLR Labor Program Specialist, introduced updates on the WIOA Youth Program. Two waivers were written and submitted to U.S. DOL. The first waiver, would allow South Dakota to lower the requirement of DLR funding to be spent on out-of-school youth from 75 percent to 50 percent. DLR staff could work with more in-school youth, a more captive audience. The second waiver requests DLR to use Individual Training Accounts (ITAs) for in-school youth, preventing staff from the decision of enrolling an individual immediately or having the individual wait. The waivers have not been approved or denied, but approval is likely.

Jami Burrer, DLR Labor Program Assistant, provided an update on the Bring Your 'A' Game workshops. Starting July 1, 2018, Bring Your 'A' Game will be offered to businesses and employers at no cost. DLR has partnered with seven providers across the state to deliver the soft skills workshop curriculum. DLR staff will be trained on August 1, 2018, for the youth version of the workshop and will be offering the curriculum to schools throughout the state at no cost.

Crystal Trevino, DLR Career Launch Coordinator, provided an update on the progress of the Career Advisor Team. Career Launch was established under the leadership of Governor Dennis Daugaard to increase student awareness about career opportunities in South Dakota and help meet South Dakota's demand for a skilled workforce. Career Launch provides middle school students with career exploration and high school students with opportunities to gain a work experience to complement their studies.

From the perspective of businesses and employers, South Dakota does not have enough workers in many skilled fields, and this is a barrier to economic growth. Almost any business owner will identify workforce as a significant concern. From the perspective of South Dakota youth, they need to receive an education which allows them to find well-paying, fulfilling jobs in South Dakota. DLR and the Department of Education (DOE) partnered with four school districts: Brookings, Yankton, Rapid City, and Sioux Falls to place Career Launch Advisors in the schools. The needs of every community are unique, so the program is tailored to meet community needs while still meeting overall program goals.

Barb Unruh, DLR Labor Program Specialist, provided an update for the National Career Readiness Certificate (NCRC). Recent high school graduation requirement changes by DOE may impact the number of students taking the NCRC. Under the new DOE requirements, The NCRC is accepted as a qualifying credential under the advanced career endorsement requirement.

During the 2018-2019 school year, the NCRC will be offered at regional testing sites instead of each individual school. This will allow a minimum of three schools to test together. DLR is anticipating that more schools will utilize the NCRC, but are unsure if it also means more student testers.

Dawn Dovre, DLR Director of Policy and Public Affairs, provided an update on the Career Launch SD Outreach campaign. DLR has contracted with Epicosity in Sioux Falls to help market the Youth program. The goal through marketing is to increase those eligible for the Youth program to 55 more individuals by June 30, 2019. DLR is also working to create industry mentors and business partners who can provide those work-based opportunities for youth.

Chris Houwman, Vice President at Malloy Electric, shared a brief video about hiring youth within a hazardous work environment.

A youth panel consisting of two DLR youth participants, Kelan Timm and Leah Pappas, shared their experiences regarding DLR programs and staff. Kelan was born with cerebral palsy. Kelan earned his high school diploma, completed work experiences, and gained a permanent full-time job with Western Resources. Kelan expressed his gratitude for the Rapid City Job Service. He is now able to live on his own and support his family.

Leah is working with the Rapid City Job Service office and Vocational Rehabilitation to find a job to fit her needs. Leah has completed classes, including Career Readiness and Bring Your 'A' Game, through DLR to help her prepare for employment. She believes DLR is going above and beyond to help her get the information she needs to be prepared.

Meeting adjourned at 3:46 p.m. (MDT).

Chairman Anderson reconvened the meeting at 8:35 a.m. (MDT). Jami Burrer called the roll. A quorum was present.

Bonnie Fuller, Principal of the Boxelder Job Corps Center, presented information about Job Corps to the Council. Job Corps is a no-cost education and career and technical training program administered by U.S. DOL to help young people improve the quality of their lives. The Job Corps program is authorized by Title I-C of the Workforce Innovation and Opportunity Act (WIOA).

Job Corps is a place for young people to complete an education, learn a marketable trade, make lifetime friends, and graduate. Students must be 16 to 24 years old, in need of job skills, low-income eligible, able to work in the United States, have a child care plan for dependent children, no court dates or fines, no behavior issues, and no drug addiction or have used illegal drugs. Job Corps is a voluntary program, students choose to enroll in the program and may exit at any time.

Through the Career Development Services System (CDSS), Job Corps provides students with the skills they need to succeed in today's workforce. Benefits include housing with furnished

bedrooms, books, and supplies available, childcare allotment, clothing for career training, every meal is paid for, basic medical care, and a living allowance.

Job Corps offers GED/High school diplomas, tutoring, and drivers education courses. They also teach workplace relationship and ethics, communication, personal growth and development, interpersonal skills, information management, multicultural awareness, career and personal planning, independent living, continuous learning, problem-solving, and critical thinking skills. Trades available at Job Corps include welding, certified nurse assistant, culinary, painting, electrical, facility maintenance, and carpentry.

Melodee Lane, DLR Labor Market Information (LMI) Administrator, provided the council with LMI youth employment information and activities geared toward youth career exploration as young as elementary school.

Director Ringstmeyer shared an update regarding Registered Apprenticeships, StartTodaySD. The program received a continuation grant in the amount of \$847,000. The goal of the continuation is to add 200 registered apprentices with the help of outreach and incentives, for a total goal of 300 apprentices. Applications for the incentive will be accepted from August 1, 2018, through October 19, 2018. DLR will also assist with comprehensive strategies to support apprenticeship expansion and engage industry and workforce intermediaries, employers, and other partners to engaged underserved and new populations to diversify participation.

The base funding for the incentive is \$20,000 with a maximum of \$30,000 for all new Registered Apprenticeship programs. A new sponsor does not currently have an active Registered Apprenticeship program. Programs inactive for more than five years are also considered new. An existing sponsor with active Registered Apprenticeship programs in South Dakota can add additional occupations for an incentive with base funding of \$10,000 and a maximum of \$20,000.

A new quality Pre-Apprenticeship program does not currently have an active Quality Pre-Apprenticeship program. Programs inactive for more than five years are also considered new. The base funding for the Pre-Apprenticeship incentive is \$2,000 with a maximum of \$10,000.

Registered Apprenticeship sponsors can be a single business or a consortium of businesses, a range of workforce intermediaries, including an industry association or a joint labor-management organization, or colleges and community-based organizations.

Doug and Jill Schneider shared their experiences working with youth through Job Corp and DLR. It has been a positive experience and they enjoy helping youth become more knowledgeable in the workforce, teaching them valuable soft skills and helping them gain confidence in their culinary skills.

Executive Director, Mackenzie Decker, advised the Council the next meeting will be November 7, 2018, in Pierre.

Randy Stainbrook made a motion to adjourn the meeting. Eric Wiess seconded the motion.
MOTION PASSED.

Chairman Lee Anderson called the meeting adjourned at 11:02 a.m. (MDT).