

Meeting Minutes
WORKFORCE DEVELOPMENT COUNCIL
Tuesday, August 25, 2026 | 10:00 a.m. – 12:00 p.m. CDT
Ramkota Hotel, Gallery B, 920 W. Sioux Ave, Pierre, SD

Chairman Lee Anderson called the meeting to order at 10:01 a.m. CDT. Molly Banuat called the roll. A quorum was present.

Members Present: Courtney Bannwarth, Michelle Black, Liza Clark, Jamie Hower, Secretary Marcia Hultman, Jon Mahan, Michael Plank, Joel Sylvester (also representing Carla Gatzke), Amy Tlam, Vera Van Winkle, Vice Chairman John Herweh, Chairman Lee Anderson.

Members Absent: Dave Bonde, Candy Klingensmith, Kim Ludwig, Hannah Sage.

Others Present: Felicia Alspach, John Anderson, Molly Banuat, Taunya Charlton, Cameron Christy, Bobbie Country, Dawn Dovre, Kaitlin Foster, Lacey Johnson, Caitlin Kemnitz, Jennifer Keyes, Melodee Lane, Meghan Mack, Bill McEntaffer, Jeanne McKenna, Amy Miller, Gloria Miller, Kim Olson, Kendra Ringstmeyer, Stephenie Rittberger, Laura Smith-Hill, Carla Steffensen, Andy Szilvasi, Aimee Vander Feen, Adrienne Ward.

AGENDA ITEM C. APPROVAL OF MINUTES FROM JUNE 30, 2026

Michael Plank made a motion to approve the June 30, 2026, meeting minutes. Jon Mahan seconded the motion. **MOTION PASSED.**

AGENDA ITEM D. BY-LAWS PROPOSED REVISIONS

Executive Director Dawn Dovre outlined the proposed revisions to the By-Laws of the South Dakota Workforce Development Council. The purpose is to remove references to “ad hoc committees” and instead use the federal definition of “standing committee.”

Joel Sylvester made a motion to approve the proposed by-laws revisions. Michael Plank seconded the motion. **MOTION PASSED.**

AGENDA ITEM E. EXECUTIVE SESSION PURSUANT TO SDCL 1-25-2(3)

Jon Mahan made a motion to enter executive session pursuant to SDCL 1-25-2(3) to review Agenda Item F. Michael Plank seconded the motion. **MOTION PASSED 13-0.**

AGENDA ITEM F. COMPETITIVE FUNDING FOR AI ADOPTION

Joel Sylvester made a motion to approve DLR to move forward with the contracting process for the proposed awardees. Michelle Black seconded the motion. **MOTION PASSED 13-0.**

AGENDA ITEM G. ESSENTIAL SKILLS CERTIFICATE

DLR Employment Program Manager Taunya Charlton described the courses required to receive an Essential Skills Certificate from DLR. The courses required are based on the 2025 Employer Survey. The courses cover communication, customer service, conflict resolution and critical thinking, digital literacy, artificial intelligence, and financial literacy and work ethic.

AGENDA ITEM H. ONE-STOP OPERATOR UPDATES

Deferred to a future meeting.

AGENDA ITEM I. ADULT EDUCATION AND LITERACY

DLR Workforce Development Assistant Director Felicia Alspach and DLR Labor Program Specialist John Anderson announced Adult Education and Literacy (AEL) Request for Proposal (RFP) selections. Southeast Technical College, Lake Area Technical College, Cornerstones Career Learning Center, Black Hills Special Service Cooperative, Lutheran Social Services, and the Department of Corrections gave updates on their programs.

AGENDA ITEM J. NEWLY PROPOSED CAREER AND TECHNICAL EDUCATION STANDARDS

DOE Career & Technical Education Assistant Director Amy Miller provided details on newly proposed Career and Technical Education standards.

AGENDA ITEM K. NEW HOT CAREERS

DLR Labor Market Information Center (LMIC) Director Melodee Lane shared South Dakota's new top 30 hot careers, including annual openings and average wages. The next South Dakota Workforce Report will be available at the end of September.

AGENDA ITEM L. PUBLIC COMMENT

None.

AGENDA ITEM M. EXECUTIVE DIRECTOR UPDATES

Executive Director Dawn Dovre shared updates on the 2026 Employer Survey including making the Council's request edit, the date the survey will open, and outreach strategies. The next Council meetings will be held virtually in October and mid-December.

AGENDA ITEM N. ADJOURN

Jon Mahan made a motion to adjourn the meeting. **MOTION PASSED.**

Chairman Lee Anderson called the meeting adjourned at 12:00 p.m. CDT.