

Meeting Minutes
WORKFORCE DEVELOPMENT COUNCIL
Sharpe Conference Room
123 W. Missouri Ave., Pierre
August 27, 2019 10:00 a.m. CDT

Chairman Lee Anderson called the meeting to order at 10:03 a.m. (CDT). Jami Burrer called the roll. A quorum was present.

Members Present: Chairman Lee Anderson, Paul Beran, David Bonde, Carl Carlson, Dawn Dovre, Steve Kolbeck, Rick Larson, Scott Peterson, Laura Scheibe, and Eric Weiss; *via Conference Call:* Carla Gatzke.

Members Absent: Vice Chairwoman Keri Wientjes, David Giovannini, Chris Houwman, Mary Lehecka Nelson, Mark Rogers, and Randy Stainbrook.

Others Present: Mackenzie Decker, Jami Burrer, Kendra Ringstmeyer, Aaron Morlock, Mark Anderson, Bob Mercer, Megan Tatum, Andrea Diehm, Amber Hulse, Mitchel Close, Gloria Miller, Kim Ludwig, Melodee Lane, and Tony Jockheck.

AGENDA ITEM C. APPROVAL OF MINUTES FROM MAY 22, 2019

Eric Weiss made a motion to approve the March 27, 2019 meeting minutes. David Bonde seconded the motion. **MOTION PASSED** by 10-0 roll call vote. Steve Kolbeck abstained from the vote.

AGENDA ITEM D. DLR UPDATES

Dawn Dovre, DLR Deputy Secretary, updated council members on the progress of DLR projects and initiatives. On April 20-24, 2020, DLR, in cooperation with the Department of Education (DOE) and the Governor's Office, is hosting a Week of Work for 11,000 high school sophomores. Dakota State University in Madison is assisting DLR in developing a database to hold student and business information for the event.

DLR has partnered with six providers to deliver Governor Noem's Family First Initiative. Providers will partner with faith-based community organizations, state-funded programs, and other nonprofit providers by expanding programming already offered and filling voids where no programming exists. The initiative offers Financial Literacy, Instructor-led Computer Courses, and Soft Skills training. DLR's goal is to provide 100 courses to 500 individuals in 20 communities. The initiative officially started on started July 1, 2019, and courses have been scheduled.

Bring Your 'A' Game to Work has seen an increased demand from businesses and has requested financial assistance and partnership to offer the workshops to members of the South Dakota Retailers Association (SDRA).

AGENDA ITEM E. OPERATION OVERLOAD: SUPER SATURDAY

Amber Hulse, Miss America Scholarship Organization candidate, presented on Super Saturday, a Career Development Convention event she created as a part of her scholarship. The event will be held in Sioux Falls on November 16, 2019, and Rapid City on November 23, 2019. The event includes booths from Board of Regent Schools, Technical schools, community colleges, military options, trade schools, apprenticeships, and employers looking to hire students right out of high school. Workshops will cover a variety of topics including, financial aid, standardized testing, resume and cover letter building, LinkedIn, technical school stigmas, applying to the Military academies, social media safety and impacts, and "Adulthood 101."

AGENDA ITEM F. CAREER EXPLORATION AND READINESS IN SCHOOLS

Andrea Diehm, School Counselor Professional Development Specialist, and Magen Tatum, South Dakota MyLife Specialist, from DOE presented on the importance of Work-Based Learning (WBL). WBL connects students with industry to engage in real world experience to bridge academic, technical, and employability skill development to help students become college, career, and life ready. WBL helps students explore careers and develop personal and professional goals for life after high school in the early education with career awareness, middle school with career exploration, or in high school with career preparations,

Career Awareness builds an understanding of a broad scope of careers and relates school to the world of work. Career Exploration teaches more specifically about targeted careers and Career Preparation applies learning through experiences with industry in a career of interest.

AGENDA ITEM G. PERKINS STATE PLAN

Laura Scheibe, Career and Technical Education Director presented updates on the DOE Perkins State Plan. The vision of the Perkins State Plan is to transform and expand Career and Technical Education (CTE) so each learner, regardless of background, age, or zip code, is prepared for career and college success.

South Dakota CTE refers to K-12 programs leading to careers in areas such as engineering, construction, health, and agriculture. There are 30,862 CTE students grades 7-15 in the state (47.3 percent of all South Dakota students). CTE maximizes student learning with real-world knowledge and skills. Students develop leadership skills and earn industry certifications and dual credits in their field(s) of interest.

AGENDA ITEM H. WIOA UNIFIED STATE PLAN UPDATE

DLR Workforce Training Director Kendra Ringstmeyer reviewed the results of the Core Program meeting held in Pierre on June 18. Those present at the meeting included DLR Job Service Managers, Vocational Rehabilitation Regional Supervisors, and Adult Education and Literacy Directors, as well as administrative staff from DHS Rehabilitative Services and DLR. A meeting was also held with DLR Labor Program Specialists on July 17. Both meetings were held to review the Council priorities for the Unified State Workforce Plan and develop strategies from those priorities. Similar strategies were identified, including develop guidance and structure for partner meetings in local areas, comprehensive business engagement strategy and target business associations, more testimonials to share the DLR story, increase engagement with rural areas, creative service strategies, and increase hands on work-based learning activities.

AGENDA ITEM I. LABOR MARKET INFORMATION

Melodee Lane, Labor Market Information Center (LMCI) Administrator, presented information on Career Destinations, covering the career making decision process with suggested resources and wage data by education level from 2018.

AGENDA ITEM J. BUSINESS SERVICES

Taige Tople, Labor Program Specialist, presented on the variety of services available to businesses through the DLR job service offices. On September 4 and 5, DLR staff will be holding a Business Services Kaizen event in Pierre. The Kaizen team will focus on current practices with business engagement, identifying strengths and weaknesses, take a closer look at the business services definitions, and create a training for local office staff on business engagement.

AGENDA ITEM K. REGISTERED APPRENTICESHIP GRANT

Register Apprenticeship Program Specialist, Rebecca Long, announced DLR was awarded a \$1.2 Million State Apprenticeship Expansion Grant from U.S. DOL. The funds

will be used to increase the number of new apprentices in South Dakota in the next three years. Funding will be available to businesses to incentivize new Registered Apprenticeship program and expand existing programs.

AGENDA ITEM L. OPTIMIZE DLR

DLR Policy and Data Analyst Derek Gustafson presented information on the DLR lean initiative, Optimize DLR. Optimize DLR is designed to continuously improve processes and increase DLR's capacity to serve, empowering staff to continuously look for opportunities to improve daily processes. DLR has facilitated multiple Kaizen events in since 2018, two events focused on improving WIOA processes. A third WIOA Kaizen event will be held in September to improve business services.

The Fiscal Receivables Process was the most recent achievement. By improving the process, staff saw a 69.4 percent reduction in hours worked, 98.7 percent reduction in manual entries, 52 percent reduction in steps taken, 100 percent reduction in paper, and 100 percent reduction in items being mailed.

AGENDA ITEM M. DLR OUTREACH CAMPAIGNS

Dawn Drove presented updates on outreach efforts for Dakota Roots, Career Launch SD, Start Today SD, and SDWORKS. DLR is in the process of developing outreach for the surrounding states with individuals who showed the highest interest in relocating to South Dakota.

AGENDA ITEM N. PUBLIC COMMENT

No comments.

AGENDA ITEM O. ROUND TABLE

Paul Bearn expressed Universities in the state would like to be involved in Week of Work from an employer standpoint. Students would be able to shadow staff in all different areas of the Universities.

AGENDA ITEM P. NEXT MEETINGS

Mackenzie Decker, WDC Executive Director, discussed upcoming meeting dates and locations.

AGENDA ITEM Q. ADJOURN

David Bonde made a motion to adjourn the meeting. Rick Larson seconded the motion.
MOTION PASSED.

Chairman Lee Anderson called the meeting adjourned at 2:15 p.m. (CDT).