

Meeting Minutes
WORKFORCE DEVELOPMENT COUNCIL
Via Microsoft Teams/Conference Call
September 23, 2020 10:00 a.m. CDT

Chairman Lee Anderson called the meeting to order at 10:02 a.m. (CDT). Jami Burrer called the roll. A quorum was present.

Members Present: Chairman Lee Anderson, Vice Chairwoman Keri Wientjes, David Bonde, Carl Carlson, Travis Dovre, Carla Gatzke, David Giovannini, Chris Houwman, Secretary Hultman, Kim Ludwig, Scott Peterson, Laura Scheibe, and Randy Stainbrook.

Members Absent: Steve Kolbeck, Rick Larson, and Mark Rogers.

Others Present: Mackenzie Decker, Jami Burrer, Kendra Ringstmeyer, Rebecca Long, Kristal McKee, Penny Kutz, Bobbie Country, Jonathan Englund, Ashley Glaspell, Jason Himrich, Kara Palmer, Jim Dornbusch, Melodee Lane, Nancy Schlichenmayer, John Anderson, Derek Gustafson, Dawn Dovre, Andy Szilvasi, Taige Tople, Jodi Aumer, Melanie Garstenschlager, Tara Bartekoske, Brenda Weishaar, Bob Mercer, Julie Benedict, Tom Meyer, Rita Nelson, Seth Tupper, Mitchell Close, Diane Ball, Gloria Miller, Bill McEntaffer, and Lacey Johnson.

AGENDA ITEM C. APPROVAL OF MINUTES FROM MAY 21, 2020

David Bonde made a motion to approve the May 21, 2020, meeting minutes. Randy Stainbrook seconded the motion. **MOTION PASSED** by 13-0 roll call vote.

AGENDA ITEM D. DLR UPDATES

Secretary Hultman provided an update regarding the on-going efforts of Department of Labor and Regulation (DLR) staff, specifically the Reemployment Assistance Division, and staffing changes to accommodate those efforts.

AGENDA ITEM E. ONE-STOP CAREER CENTER FINDINGS

DLR Workforce Training Director Kendra Ringstmeyer provided information regarding the One-Stop Career Center Certification reviews for Pierre Job Service, Rapid City Job Service, Spearfish Job Service, Vermillion Job Service, Yankton Job Service, Lake Andes Job Service, and Aberdeen Job Service.

The Pierre Job Service program review resulted in 10 findings. Technical assistance was provided while on site during the review. The Workforce Innovation and Opportunity Act (WIOA) Title I Equal Opportunity review resulted in three findings. Review of the American with Disabilities Act (ADA) compliance resulted in two medium effort findings and six low effort findings. All findings have been resolved.

The Rapid City Job Service program review resulted in five findings. Technical assistance was provided while on site during the review. The WIOA Title I Equal Opportunity review resulted in two findings. Review of the American with Disabilities Act (ADA) compliance resulted in two low effort findings. All findings have been resolved.

The Spearfish Job Service program review resulted in eight findings. Technical assistance was provided while on site during the review. The WIOA Title I Equal Opportunity review resulted in two findings. Review of the American with Disabilities Act (ADA) compliance resulted in one high effort finding, one medium effort finding, and seven low effort findings. One high effort finding, one medium effort finding, and three low effort findings have not been resolved, due to the landlord availability. All other findings have been resolved.

The Vermillion Job Service program review resulted in six findings. The WIOA Title I Equal Opportunity review resulted in two findings. Review of the American with Disabilities Act (ADA) compliance was waived due to COVID-19. All findings have been resolved.

The Yankton/Lake Andes Job Service program review resulted in six findings. The WIOA Title I Equal Opportunity review resulted in two findings. Review of the American with Disabilities Act (ADA) compliance was waived due to COVID-19. All findings have been resolved.

The Aberdeen Job Service program review resulted in six findings. The WIOA Title I Equal Opportunity (EO) review resulted in two findings. Review of the American with Disabilities Act (ADA) resulted in two high effort findings, one medium effort finding, and six low effort findings. One medium effort finding and four low effort findings are pending completion by the landlord. All other findings have been resolved.

AGENDA ITEM F. ONE-STOP CAREER CENTER CERTIFICATIONS

David Giovannini made a motion to approve the One-Stop Certifications for Pierre, Rapid City, Spearfish, Vermillion, Yankton/Lake Andes, and Aberdeen. Scott Peterson seconded the motion. **MOTION PASSED** by 13-0 roll call vote.

AGENDA ITEM G. NEW HOT AND TOP 30 CAREERS

Melodee Lane, Labor Market Information Center (LMIC) Administrator, presented information on new hot careers and the top 30 hot careers, annual job openings, and annual average wages in South Dakota.

AGENDA ITEM H. UPSKILL

Ringstmeyer presented information on the UpSkill Program, a partnership between the Board of Technical Education (BOTE) and DLR. The program opened training opportunities to South Dakota residents eligible for Reemployment Assistance benefits and dislocated from their job due to COVID-19. The BOTE approved 24 programs approximately 18 credits each. Programs were approved based on high-demand predictions provided by LMIC.

Technical Colleges agreed on a \$240 cost per credit. The Governor's Emergency Education Relief (GEER) funding provided \$200 per credit. DLR WIOA National Dislocated Worker Grant covered the remaining \$40 per credit. Classes started on August 17, with 101 participants enrolled in the UpSkill program.

AGENDA ITEM I. PUBLIC COMMENT

None.

AGENDA ITEM J. DIRECTOR UPDATES

Executive Director Mackenzie Decker discussed upcoming meeting dates and agenda topics. Council members would like to see more virtual offerings for meeting attendance. Decker agreed to accommodate virtual attendance more often.

AGENDA ITEM K. ADJOURN

David Giovannini made a motion to adjourn the meeting. **MOTION PASSED.**

Chairman Lee Anderson called the meeting adjourned at 11:35 a.m. (CDT).