

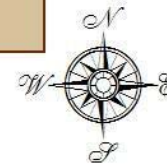
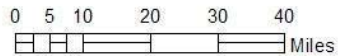
Greater Bismarck - Mandan Area

2009 Labor Availability and Business Needs Study Executive Summary



Legend

- ☆ County Seat
- Major Road
- County Boundary



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Source: SSRI, ESRI
Ben Prusa



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Labor Availability Characteristics

In the Greater Bismarck-Mandan Economic Development Region there exists a potential labor force of 41,267 individuals, or approximately 40 percent of the adult population. The labor force (those employed, which includes the self-employed as well as those actively seeking work) is estimated to be 63 percent of the adult population, or 64,356 individuals. The majority of these individuals are currently working but would be willing to consider alternative jobs.

Potential Job Seekers (PJS)

	Num ¹	% 18+
Potential Job Seekers*	41,267	40.0%
Actively Seeking Work	3,970	3.9%
Planning to Look Within the Year	2,507	2.4%
Interested in Changing Jobs ²	34,686	33.9%
Those Discouraged From Looking	104	< 1%

¹ As duplication is possible the numbers will not total to the Potential Job Seekers.

² Changing jobs include respondents also interested in additional jobs.

Potential Job Seekers Quick Facts . . .

Education

- 62% have education/training beyond high school
- 21% have obtained an undergraduate degree
- 4% have a post-graduate/professional degree

Demographics and Employment Experience

- Average age is 43 years old
- Population of 102,594; 18 to 64 years of age
- Average 5 years tenure with current employer
- Willing to commute one-way an average of 12 miles

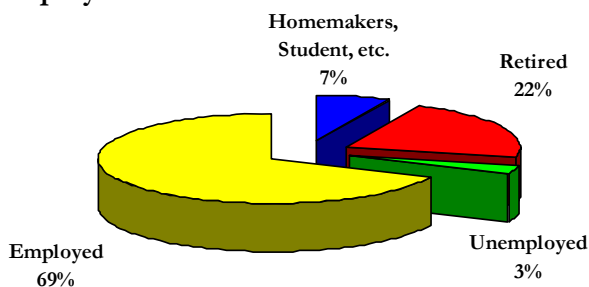
Workforce Adaptability

- 34,686 residents willing to change jobs for the right opportunity
- 22% currently work shifts
- An additional 38% would accept shift work if it resulted in better pay or benefits
- 90% are interested in flexible work schedules

Labor Availability

The region offers an employer a well educated, moderate-cost, quality workforce. The skill base of the available workforce ranges across several occupational groups including entry-level clerical and administrative assistants, health care support, sales and related, post, primary and secondary teachers, business and financial operations and construction and extraction as the largest groups.

Greater Bismarck – Mandan Regional Employment Status



Occupational Groups that Exist in Bismarck - Mandan Economic Development Region

Occupations	Within Region
Sales and Related	19%
Office and Administrative Support	18%
Education, Training, and Library	9%
Health Care Support	8%
Business and Financial Operations	8%
Construction and Extraction	8%
Transportation and Material Moving	4%
Management	3%
Food Preparation and Serving Related	3%
Installation, Maintenance & Repair	3%
Building & Grounds Cleaning & Maintenance	3%
Personal Care and Service	3%
Production	3%
Architecture and Engineering	3%
Healthcare Practitioner & Technical	2%
Farming, Fishing, and Forestry	1%
Community and Social Services	<1%
Protective Service	<1%

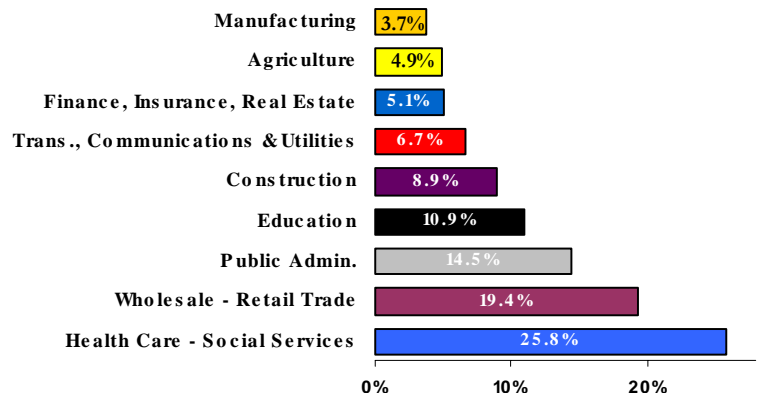
PJS Educational Attainment Comparison

Educational levels are higher than the national average, with 62 percent having post-secondary education, versus 57 percent in the U.S.

Commuting Patterns

The typical PJS drives their own vehicle (90 percent) and travels 12 miles or 16 minutes one-way to work.

Industry Status in the Region



Bismarck - Mandan Regional Labor Availability

Education and Median Wage Characteristics by Industry

Industry	Education			Median Wages ³	
	Some Level Beyond HS	Undergraduate Degree	Postgraduate Degree	Salary Wages	Hourly Wages
Agriculture	85.0%	37.0%	0%	23,296/yr	11.20/hr
Construction	100.0%	2.1%	2.1%	31,200/yr	15.00/hr
Education	98.3%	79.7%	27.1%	36,192/yr	17.40/hr
Manufacturing	100.0%	45.0%	42.9%	47,840/yr	23.00/hr
Public Admin., & Govt.	100.0%	21.1%	2.8%	31,928/yr	15.35/hr
Finance, Insurance, Real Estate	92.9%	39.3%	0%	54,496/yr	26.20/hr
Transport., Comm.& Utilities	100.0%	0%	0%	48,464/yr	23.30/hr
Health Care and Social Services	87.2%	50.7%	0%	35,360/yr	17.00/hr
Wholesale/Retail Trade	99.1%	15.9%	20.6%	29,328/yr	14.10/hr

Potential Job Seekers

PJS may either be employed or unemployed and are interested in changing jobs if the circumstances are right. In the Bismarck-Mandan Economic Development Region, 40 percent or approximately 41,267 people age 18 or over fall into this category. The four general types of potential job seekers are:

- The unemployed: those who are 18 and older, unemployed, and actively seeking work.
- Individuals who plan to seek a job within the next year.
- People who are working, but would be willing to change jobs.
- Individuals who are discouraged and do not look for work:

Reasons Why PJS Would Consider Alternative Employment

Reason	Percent
Increase In Salary	43%
More Career Advancement Opportunities	16%
Improvement in Working Conditions	10%
Feel Skills are Underutilized	6%
Better Benefits	5%
Gain more Job Status and/or Prestige	4%

Training in Another Occupation

Over 50 percent of the PJS workforce is trained for an occupation other than the one in which they are currently employed. Top occupations include Transportation and Material Moving, Business and Financial Operations, Farming, Fishing and Forestry, Personal Care and Service, Education, Training, and Library and Office and Administrative Support.

Acceptable Wages

Currently employed PJS would generally accept a lower wage when considering changing jobs.

Current Occupation	Current Hourly Wage	Minimum Pay to Accept New Job
Managerial*	\$24.00	\$18.30
Business & Financial Operations	\$20.60	\$16.10
Computer & Mathematical Science*	\$21.80	\$15.00
Architecture and Engineering	\$17.00	\$14.00
Community and Social Services	\$15.90	\$14.20
Education, Training and Library	\$17.50	\$13.90
Arts, Design, Entertainment, Sports and Media*	\$13.30	\$10.00
Healthcare Practitioner & Technicians*	\$16.70	\$12.30
Healthcare Support	\$23.20	\$18.50
Protective Services*	\$9.90	\$12.00
Food Preparation and Serving	\$6.40	\$7.00
Building & Grounds, Cleaning, Maintenance	\$18.40	\$12.80
Personal Care and Service*	\$10.00	\$12.00
Sales and Related	\$19.00	\$15.50
Office and Administrative Support	\$12.90	\$11.50
Farming, Fishing and Related*	\$14.80	\$12.60
Construction and Extraction	\$19.60	\$17.80
Installation and Repair*	\$28.90	\$18.60
Production	\$21.90	\$17.80
Transportation & Material Moving*	\$10.70	\$13.80
Average:	\$17.10	\$14.20

Self reported hourly wages, * small sample sizes will distort averages.

Occupations Areas of Interest

Occupations of most interest to PJSs include Business and Financial Operations (13%), Farming, Fishing and Forestry (13%), Construction and Extraction (13%), Health Care Support (12%) and Management (10%) occupations.

³ Self reported hourly wages – small sample sizes will distort the median wages within industries.

Bismarck - Mandan Regional Labor Availability

Benefit Preferences

The most desirable employment benefit to the workforce is health insurance (61%) followed by retirement plans (15%) and flexible work scheduling (8%).

Job Skills Training

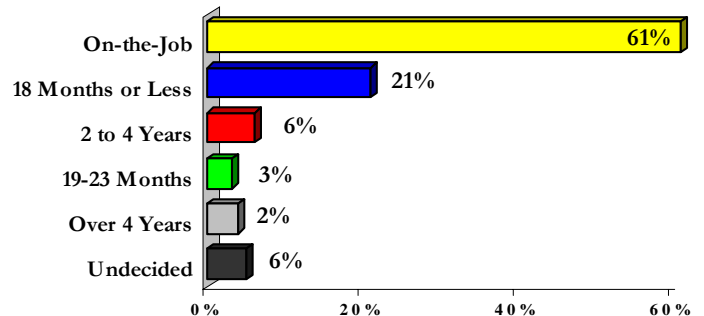
Forty-four percent of PJS have received job skills training in the past three years. The most common training received was technical training (52%) closely followed by thinking and organizing (35%), interpersonal (35%), safety training (34%) and computer skills (28%).

Future Educational Plans

Nearly one third of the PJSs (32%) plan to advance their education by returning or attending college or a university to pursue a specific degree.

Career Development

Almost all PJS (92%) are interested in occupational training; the majority favoring On-the-Job.



Employer Needs

Overview

The employer study measured workforce demographics, issues concerning employee recruitment, community and quality of life, training and educational services from the employer's perspective. SSRI contacted 889 employers, of which 328 or 37 percent responded

The Work Environment

The location of the businesses follows a pattern similar to the population, with most of the firms (86 percent) concentrated in Burleigh or Morton Counties.

The services industry was the largest industrial sector with approximately 47 percent of the employers. Typical services industry businesses perform lodging, repair, medical, legal, and educational services; this is consistent with the industrial pattern reported by Job Service North Dakota.

The average employer respondent has 40 individuals working full-time and 17 working part-time. On average, firms reported having an additional two temporary employees. Employers reported the most difficulty filling part-time positions (20%) followed closely with finding seasonal help (19%) and staffing overtime requirements (19%).

Business Location

County	Percent
Burleigh	70.7
Morton	15.1
Mercer	6.4
McLean	2.6
Emmons	1.3
Grant	1.3
Sioux	1.0
Kidder	0.6
Oliver	0.6
Sheridan	0.3

Over all 29 percent of employers indicated that at least some of their employees work in shifts. In this study, firms of almost every industrial category and employee size operate in shifts. About 25 percent of employers with less than 100 employees and 74 percent of employers with 100 or more employees currently operate with shift scheduling. For firms that operate on shifts, 44 percent indicated that they provide a shift pay differential. The average pay differential ranged between \$.51 and \$1.00 per hour. Only a few firms indicated they provide a pay differential in excess of \$1.00 per hour.

Low Absenteeism Rates

Most employers reported that absenteeism is low, with 89 percent of employers surveyed reporting a daily absenteeism rate of 0 to 6 percent. Of those, 52 percent reported absenteeism rates of less than 1 percent, and an additional 25 percent reported absenteeism at less than 2 percent.

Employee Tenure

Workers median tenure in the Bismarck-Mandan area—the midpoint of wage and salary workers' length of employment in their present job—was 6.5 years. Nationally, the Bureau of Labor Statistics of the U.S. Department of Labor reports the median number of years that wage and salary workers had been with their current employer was 4.1 years in January 2008, little changed from 4.0 years in January 2006.

Bismarck - Mandan Employer Needs

Management Experience

Overall the median number of years of management or coordination experience in the Bismarck-Mandan area is 12.7 years - an increase of nearly two years compared to the 2007 study.

Annual Turnover Rate

Sixty-two percent of employers surveyed reported an annual turnover rate of zero to six percent.

New Employee Characteristics

In general the basic skills and work ethics of new employees were above average -- with over one-third rated as "excellent or good."

Recruitment

Employers use several methods to recruit new employees, but four methods, newspaper advertising (51%), utilizing Job Service North Dakota (49%), walk-ins/unsolicited resumes (45%) and referred applicants (39%) were the most utilized recruitment resources.

Availability of Unique Computer Skills

Employers were presented a list a of unique computer skills and asked to rate job applicants skill levels in each area. Because this question applies only to a select group of employers, only a small percentage of businesses (on average, 7%) responded to this question. Overall employers rated job applicants favorably across all computer skill areas with an average "excellent to good" rating of 43 percent while 53 percent indicated skills were "average to fair".

Employed Below Skill Levels

Industry groups indicating it was common for local residents to be employed below their skill level compared to other areas included Manufacturing-durables (100%), Arts, Entertainment and Recreation (67%) and Professionals, Scientific and Technical Services (50%). Overall 28 percent of employers reported they frequently experienced residents to be employed below their skills levels while conversely forty-one percent indicated this rarely happened.

Overqualified Applicants

Industry groups indicating it was more likely for applicants to be educationally overqualified include Manufacturing-durables (67%), Transportation and Warehousing (67%), Wholesale Trade (53%), Finance, Insurance, Real Estate and Leasing (52%), Professionals, Scientific and Technical Services (50%) and Public Administration (50%). As a group employers reported they frequently experienced overqualified applicants' thirty-seven percent of the time.

Quality of Regional Training Providers

The majority employers ranked the quality of training as a major strength for the Bismarck-Mandan area. Overall nearly seven out of ten employers (68%) rated the training and educational services as "excellent or good". Figure displays employer perceptions of training and educational services by institution.

Older Work Force Demographics

People 55 and older make up the fastest-growing segment of the workforce. In fact, by 2010 the median age will be 40.6 years-and more than half of all U.S. workers. According to fifty percent of employers in the Bismarck-Mandan less than five percent of their workforce is age 55 or older. In addition, 17 percent of employers had 6 percent to 10 percent, and 33 percent has over 11 percent of their workforce age 55 or older.

Quality of Life

Quality of life amenities also impact employee recruitment. Employers felt that most quality of life indicators, low crime, the educational system, commuting ease, health care and recreational services were "good or excellent" in the Bismarck-Mandan area. Among the highest scoring quality of life indicators were low crime (89%), educational system (81%) and lack of traffic problems (79%).

Quality of Life Ratings

Indicator	Excellent to Good	Average	Fair to Poor
Low Crime	89%	10%	1%
Educational System (K-12)	81%	16%	4%
Traffic	79%	18%	3%
Health Care	73%	20%	7%
Recreational Services	63%	25%	12%
Affordable Homes	45%	34%	21%
Arts and Cultural Amenities	42%	39%	19%
Cost of Living	38%	42%	19%
Taxes	33%	39%	28%
Affordable Rentals	29%	41%	30%
Climate	22%	42%	36%
Average	54%	30%	16%