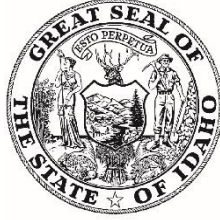


BRAD LITTLE
GOVERNOR



Trent Clark
Chair

B. J. Swanson
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

Grant Review Committee Meeting Minutes – June 23, 2020

Committee Members: Deni Hoehne, Jay Larsen, ~~Michelle Stennett~~, ~~Justin Touchstone~~, Steve Widmyer, ~~Brian Cox~~, ~~Jeff Greene~~, Joe Maloney, Jake Reynolds, Rico Barrera

Staff: Paige Nielebeck, Matthew Thomsen, Amanda Ames, Caty Solace, Carissa Hale

Guests:

Called to order at 2:01 p.m.

Welcome

Roll Call – quorum met

Review Agenda – no changes to the agenda

Review May 26, 2020 Meeting Minutes

Motion by Mayor Widmyer to approve the May 26, 2020 meeting minutes as written. Second by Mr. Reynolds. Motion carried.

WDTF Financial Summary

WDTF Financial Summary - May 31, 2020	
WDTF Cash Balance 5-1-20	\$13,858,385
Revenue	\$901,989
Interest	\$14,661
Payments	\$97,304
WDTF Cash Balance 5-31-20	\$14,677,732
Obligated Employer Grants	\$1,870,655
Obligated Industry Sector Grants	\$2,832,388
Obligated Innovation Grants	\$231,273
*Obligated Outreach Projects & Allocated Budget	\$657,258
FY 20 WDTF Admin Costs	\$114,543
WDTF Obligated Balance	\$5,706,116
Unobligated Balance	\$8,971,616
Proposals Under Review	\$211,190
Unobligated Balance if all funded	\$8,760,426

*Includes all Outreach funding made available for the Committee to allocate for FY20.

WDTF FY20 Revenue	Transfer In	Interest	Collection Cost
July	\$393,367	\$34,528	
August	\$587,161	\$33,013	
September	\$10,991	\$35,670	
October	\$313,552	\$33,444	\$21,261
November	\$535,421	\$31,836	
December	\$14,862	\$29,469	
January	\$184,667	\$28,506	\$19,963
February	\$469,180	\$26,109	
March	\$10,001	\$23,322	
April	\$303,189	\$19,878	\$23,135
May	\$901,989	\$14,661	
June			
FY20 Totals	\$3,724,380	\$310,437	\$64,360

BSU – Industry Sector Grant

At the May Grant Review Committee meeting, members requested information from BSU on how the scholarships will be awarded, additional detail on the value of the certificate for employers, and whether BSU will share the curriculum with other education institutions.

Mr. Thomsen reviewed the information provided by BSU. Please see attached document.

WDTF Request: \$175,240

According to BSU’s response, there is a need for value-based healthcare training in Idaho. This program will be important to support rural Idaho.

Motion by Mr. Reynolds to approve the BSU industry sector grant in the full amount of \$175,240. Second by Mayor Widmyer.

Outreach needs to be done for this project. An introduction to value-based healthcare needs to be offered to entities, organizations, institutions, etc. It will be crucial to the success of this program.

Six months after the first cohort finishes the training, can the WDC request BSU conduct an evaluation on the applicability of the information provided in the training?

- An evaluation/survey can be incorporated into BSU’s contract.
- What if the feedback in the evaluation is negative?
 - BSU would react accordingly if they are receiving negative feedback.
- Mr. Thomsen will add an evaluation into BSU’s contract.

Motion carried.

IdeaRoom – Employer Grant

IdeaRoom is experiencing rapid growth within their company. IdeaRoom plans to use the training as an opportunity to promote individuals within the company into higher level management positions. New staff will be placed in the company's entry level Customer Service Manager position. IdeaRoom is increasing their workforce by 9 new employees over the next two years. Eight of the 9 new hires will be part of the Customer Success Team.

WDTF Request: \$35,949.84

What kind of training is included in the \$17,360 that is going towards executive management training?

- Mr. Thomsen will clarify what the training entails.
- \$17,360 is a large sum for so few individuals to attend training.

Can the Committee tell IdeaRoom what the funds must be used for?

- Staff can review the WDTF policy to see if the Committee has the ability to designate what the funds are used for.

Why are the wage increases for the employees so high?

- IdeaRoom has seen a large increase in sales. The company needs to hire for positions that are new to the company and think after training the employees deserve large wage increases.
- The employees need technical training and to know multiple skills for their positions (e.g. coding, sales, etc.).
- The wage increases seem unusually high. The training must be significant to result in a 100% increase in wages once completed.
- Will the employees be promoted after the training?
 - The wages increases are a combination of job promotion and increase value of the employee after training. It is the WDC staff's understanding that the customer success managers are existing employees being retrained and promoted into new positions.
- Could the WDC request IdeaRoom to disclose where the funds are coming from for the wage increases?
 - That does not seem to fall within the authority of the WDC. It will be evident in the grant reimbursement requests if IdeaRoom is unable to pay the proposed wage increases.

The Committee would like IdeaRoom to clarify what the funds are going to be used for.

Motion by Mr. Reynolds to request more information from IdeaRoom on the executive management training, the rationale for providing such large post-training wage increases, and more details on the type of training the grant funds will be used for. Second by Mr. Larsen. Motion carried.

**Motion by Mr. Barrera to adjourn. Second by Mr. Larsen. Motion carried.
Meeting adjourned at 3:00 p.m.**