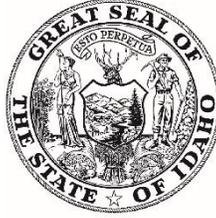


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WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

**Grant Review Committee
Meeting Minutes – August 25, 2020**

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

Staff: Wendi Secrist, Paige Nielebeck, Matthew Thomsen, Amanda Ames

Guests:

Called to order at 2:03 p.m.

Welcome

Roll Call – Quorum met.

Review Agenda – No changes to the agenda.

Review June 23, 2020 Meeting Minutes

Motion by Mr. Reynolds to approve the June 23, 2020 meeting minutes as written. Second by Mr. Barrera. Motion carried.

WDTF Financial Summary

WDTF Financial Summary - July 31, 2020	
WDTF Cash Balance 7-1-20	\$14,183,075
Revenue	\$288,860
Interest	\$9,995
Payments	\$75,353
WDTF Cash Balance 7-31-20	\$14,406,576
Obligated Employer Grants	\$1,793,083
Obligated Industry Sector Grants	\$2,707,740
Obligated Innovation Grants	\$175,372
*Obligated Outreach Projects & Allocated Budget	\$621,137
Short Term Financial Assistance Program	\$2,000,000
FY 20 WDTF Admin Costs	\$963,900
WDTF Obligated Balance	\$8,261,231
Unobligated Balance	\$6,145,345
Proposals Under Review	\$234,514
Unobligated Balance if all funded	\$5,910,832

*Includes all Outreach funding made available for the Committee to allocate for FY21.

WDTF FY20 Revenue	Transfer In	Interest	Collection Cost
July	\$288,860	\$9,995	
August			
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
FY20 Totals	\$288,860	\$9,995	\$0

The WDC added the short-term financial assistance program to the WDTF budget. The program is allocated \$2 million for the fiscal year. The funds will be used to support Idahoans in accessing short-term training to get back into the workforce or to upskill for higher wage jobs. Since the short-term financial assistance program is new, it is unclear if all the funds will be used in FY20. After a few years of the program, the WDC can reevaluate to determine if more, or less, funding needs to be allocated. The short-term financial assistance program should be launched around September 15.

An employer survey was sent to Idaho employers to determine the most urgent skills training needs across the state. The survey received over 800 responses. Within the first three days, over 500 responses were submitted. The survey responses were geographically and industry balanced. On September 15, the Policy Committee will approve the final list of skills created from the survey data.

What more can be done quickly to encourage grant applications and get the WDTF monies into the economy and developing the workforce?

Many of the WDTF grant recipients have been impacted by COVID-19 for a variety of reasons. Employees are unable to attend in-person trainings, businesses or grantees are running at full capacity and have no time to devote to grants, or companies and organizations have had to let staff go, making their grant projects difficult to impossible to move forward.

There are several grant applications in process (BSU Cyber, TVCC Aerospace, etc.) but not quite ready for the Grant Review Committee to review. The WDC should see more applications coming in during the winter.

Mr. Thomsen is encouraging employers not to scale back grant requests since eventually trainings will continue as normal and grantees will have two years to fulfill grant contracts.

The WDC should survey employers who did not follow through with an application to identify common barriers, unanswered questions, additional help needed, etc. This will help the Grant Review Committee simplify the process for applicants.

Since we know that apprenticeships are a best practice for developing employees, the Policy Committee is creating a program under the WDTF to streamline the grant application process for employers who are using Registered Apprenticeships. The grant application would not have to be reviewed by the Grant Review Committee. The application will be scored, and funding level determined similar to employer grants.

The Talent Pipeline Management (TPM) program is going to help generate grant proposals. The individuals participating in TPM will drive local conversations and collaborations around high-demand skills that will turn into WDTF applications.

We can do more to ensure that HR professionals know about the resources available from the WDC. Ms. Hoehne and Ms. Secrist are presenting to the Human Resource Association of the Treasure Valley in October.

Ms. Nielebeck is working on an asset map that showcases work-based learning activities across Idaho. The asset map could be a useful tool to identify workforce gaps, regional support gaps, and potential funding opportunities for the WDTF.

Is the WDC aware of businesses outside of Idaho who are expanding to Idaho? These present opportunities for WDTF grant applications to help establish the company's workforce.

Small employers need assistance learning how to train their employees and conducting business during these uncertain times (e.g. how to conduct business and train employees virtually). The WDC needs to look for opportunities to partner with small businesses and provide support.

**Motion by Senator Stennett to adjourn. Second by Mr. Reynolds. Motion carried.
Meeting adjourned at 2:57 p.m.**

DRAFT