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## **WORKFORCE DEVELOPMENT COUNCIL**

317 W Main Street, Boise, Idaho 83735-0510

### **One-Stop Committee Meeting Minutes July 14, 2020**

**One-Stop Committee Members:** Jane Donnellan, ~~Shannon Brady~~, Terry Butikofer, Beth Cunningham, ~~Korene Gonzalez~~, ~~Clay Long~~, Randall Kemp, ~~Jan Nielsen~~, Admir Selimovic, Kristyn Carr, Laurel McMahan, Vicki Isakson, Molly Valceschini (proxy for Clay Long)

**Guests:** Hannah Lopez

**Staff:** Wendi Secrist, Paige Nielebeck, Matthew Thomsen, Amanda Ames, Carissa Hale

**Called to Order at 10:31 a.m.**

**Welcome**

**Roll Call** – quorum met

**Review Agenda** – No changes to the agenda

**\*Approve June 9, 2020 Meeting Minutes**

**Motion by Mr. Selimovic to approve the June 9, 2020 meeting minutes as written. Second by Mr. Butikofer. Motion carried.**

**Office Plans for Reopening/Customer Appointments**

**IDOL**

IDOL is scheduling minimal appointments on an as needed basis. Starting next week, IDOL is expanding appointments a little more broadly. The appointments will be for lobby computers. Customers will be limited to 45 minutes on the computers. IDOL will not be providing UI claim assistance in the office. Staff will rotate every two days to accommodate customer appointments. IDOL hired security guards for all the office locations to ensure safe practices are being followed.

IDOL and the WDC are exploring new virtual tools to serve customers. This includes virtual job fair software and interactive interviewing products. IDOL has a team creating webinars and virtual workshops for customers.

Big Interview is a virtual job interviewing platform. The platform includes some resume preparation and coaching tools. After an initial discussion with Big Interview, IDOL was going to have limited licenses, but Big Interview might allow additional access. Is this something other agencies could leverage?

- Big Interview is hopefully going to be able to offer the platform to all or most job seekers. Job seekers should be able to use Big Interview even if they are not enrolled in an agency program.
- The site access will be live in about a week. Once it is live, the Committee requested a flyer be sent to them with information on Big Interview.

### **WDC**

Tomorrow, the Policy Committee will be asking the Council to approve a policy that will provide training funds for short-term workforce training that does not qualify for federal financial aid. The WDC had an opportunity to apply for \$1m in CARES Act Funding to support the launch of this program. The WDC will survey employers to see what their short-term workforce training needs are. The results from the survey will be matched up first with training opportunities at public institutions and then with other training providers. Individuals who want to apply for short-term training funds will be directed to IDOL to determine if they are eligible for training under ETP or for WIOA funds. They will also be evaluated for referral to other partners. If the individual does not qualify for any of those funding streams, the individual will be able to leverage CARES Act Funds through December 30 and the Workforce Development Training Fund after. No one will be turned away who needs access to short-term workforce training. The short-term workforce training program will be ready to launch in early September.

The WDC was awarded \$2.5 million from USDOL to scale Youth Apprenticeship. The proposal is focused primarily on high school youth but can provide services to anyone age 16-24.

### **VR**

Most VR staff is back in the office. Customers are being served by appointment only and for specific reasons where remote counseling is not achievable. VR is following the Governor and Mayor's guidance on social distancing and mask mandates. VR has seen a significant impact on their service delivery. Fewer individuals are participating in programs.

Summer is the time for robust pre-employment transition programs, but all the programs, with the exception of one, have been cancelled. ISU is providing a virtual camp for participants. VR is required to spend 15% of their federal budget, but they are struggling to meet that requirement. VR has submitted a request to their congressional delegation for flexibility around pre-employment transition services and other areas that are impacted.

Once COVID-19 lifts, VR anticipates seeing a large influx of individuals applying for services who historically have not gone through VR and individuals who developed disabilities due to COVID-19.

As businesses move to remote work, VR is working to ensure individuals with disabilities are provided opportunities to work from home. Business owners might be more open minded and flexible with who they hire because of remote work.

### **ECIPDA**

ECIPDA has been in the office for most of the pandemic. Their interaction with local offices have been limited since the offices are closed. ECIPDA's loan program have stayed strong.

### **NIC**

NIC is figuring out how to keep summer classes going and how classes are going to be conducted in the fall. NIC is working to fill classrooms with Zoom technology and other resources to be able to transition quickly if in-person classes are not an option. Apprenticeships are a challenge. Last year NIC had 550 apprenticeship students and expect to have the same number this year but are unsure. NIC is figuring out how to social distance and provide a safe learning environment for all students. NIC is working with Department of Health & Welfare to find ways to allow students to gain clinical hours.

NIC has worked hard to get their pre-construction and CNA apprenticeship programs federally approved. These programs are being marketed to employers. NIC is looking at reciprocity with Washington to allow people to work in both states.

NIC's WIOA program is moving along. Enrollments are continuing even while NIC is closed. Most employees are working from the office full time. NIC met their enrollment numbers and had a great monitoring review.

### **ICOA/SCSEP**

A lot of employees are still telecommuting. There are a few employees working at the Idaho Commission on Aging office. On July 21, the staff is meeting to discuss appropriate steps to take to bring employees back to work.

SCSEP is working with Easter Seals Goodwill to create a policy and guidelines handbook for a community service training program. SCSEP is able to do some community service training opportunities remotely. Individuals who do not have a remote assignment or do not want to return to training are eligible for 29 hours of paid sick leave. SCSEP has to hit 75% of budget spending for participant training and fringe benefits.

### **CTE/Adult Ed**

CTE employees are starting to go back to the office. For the local CTE programs, it is up to the discretion of each institution on when the campuses open. CTE is discussing with each adult education program what is best for their students. The programs are adopting new forms of

technology to offer virtual programs. The adult learner programs have had a surprising amount of engagement with adult learners virtually.

### **Libraries**

Some libraries have been able to open. Libraries are offering curbside delivery, opening doors to limited participants, and allowing limited participants to use computers for job searches, etc.

### **ICBVI**

ICBVI offices are open to the public and all staff are back in the offices. ICBVI is still encouraging employees to prioritize meeting by phone when possible. They will continue to have appointment only one-on-one meetings with customers.

### **One-Stop Committee, WIOA Advisory Group, Regional Teams – Discuss Scope and Differentiation**

There has been confusion about who is participating in the One-Stop Committee, the WIOA Advisory Group, and the Regional Teams. Ms. Secrist and Ms. Donnellan would like to discuss with the Committee how to make these groups more streamlined without duplicating efforts and have clear roles for each group. Ms. Secrist reviewed the roles of each group. Please see attached presentation.

Yesterday, it was announced that IDOL is the winner of the One-Stop Operator contract. There is a 5-day appeal period, but the WDC does not anticipate any appeals being submitted. The dedicated position of One-Stop Operator will help ensure the work of the groups moves forward.

### **Roles of the Groups**

- There needs to be connectivity between the regional teams and the WIOA Advisory Group and One-Stop Committee. Each entity would have to decide how to staff this model.
- Will there be a One-Stop Operator representative on the Regional Teams?
  - A new One-Stop Operator position will be hired for IDOL and is responsible for driving a higher level of coordination with all partners. The coordinator will participate virtually in the regional business teams and at some point, make in-person visits. The coordinator will participate in the WIOA Advisory Group and the One-Stop Committee.
- Will the WIOA Advisory Group be involved in data sharing and how will the WIOA Advisory Group's role develop because of that?
  - The partners are close to being able to complete a joint performance report. Each of the core partners, except Adult Education, report quarterly. The partners are not more than a year away from being able to review the data being collected. The WIOA Advisory Group will be monitoring this process and reporting to the One-Stop Committee.
- Which group would ECIPDA report their work on Work Better Idaho to?

- It would be reported to the One-Stop Committee because Work Better Idaho is integrated into the State Plan. It is the One-Stop Committee's job to ensure the plan is implemented.

The Committee is supportive of trying the structure Ms. Secrist presented. Ms. Secrist will communicate this structure out to each agency and ask for their representatives for each group. Ms. Secrist will provide an update to the WIOA Advisory Group on this discussion and get their input on the new structure.

#### **State Plan Goals – Technical Assistance Scope of Work**

At the last meeting, the Committee walked through the big picture of requesting technical assistance in two different areas. Ms. Secrist reviewed the scope of work. Please see attached slides.

The Committee would like Ms. Secrist to request both items for technical assistance and get feedback from USDOL.

**Motion by Ms. Isakson to adjourn. Motion carried.  
Adjourned at 11:45 a.m.**