

BRAD LITTLE
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Wendi Secrist
Executive Director



Deni Hoehne
Chair

B. J. Swanson
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

One-Stop Committee Meeting Minutes February 9, 2021

One-Stop Committee Members: Jane Donnellan, Shannon Brady, Terry Butikofer, Beth Cunningham, ~~Korene Gonzalez~~, Admir Selimovic, Adrian San Miguel, Kristyn Carr, Vicki Isakson, Amelia Valasek

Guests: Sarah Nash

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

Called to Order at 10:32 AM

Welcome

Roll Call – Quorum Met

Review Agenda – No changes to the agenda.

***Approve January 12, 2021 Meeting Minutes**

Motion by Ms. Carr to approve the January 12, 2021 Meeting Minutes as written. Second by Mr. Selimovic. Motion carried.

One Stop Operator Update

EO Survey Methodology and Implementation

Qualtrics provided a demonstration that many of the Committee members were able to attend.

Discussion:

The committee agrees it is a robust platform with great potential, but is more than is needed for the moment. A survey tool such as SurveyMonkey is a better option for the time being.

Down the road the Committee can explore using Qualtrics.

Ms. Nash will create a template of the EO Survey in SurveyMonkey. The template can be adapted to fit the needs of each agency, but fundamentally have the same structure. This will help the agencies be able to accurately compare data. The EO Survey needs to be sent to participants before the end of the program year. Ms. Nash will send out the survey template in the next week or two.

Infrastructure Cost Sharing Work Plan

Review of the Infrastructure Cost Sharing Work Plan. Please see attached document.

Discussion:

A full picture budget for the One-Stop Operator Centers is required for the Infrastructure Cost Sharing Agreements. Within the budget, the costs are split into infrastructure costs and additional costs. The partners must share infrastructure costs but have the option to contribute to additional costs. Currently the cost of the One-Stop Operator is listed as an additional cost, but that does not mean the partners have to share in that cost. The intent of WIOA is to share that cost, but currently it is covered by Title I funds.

Work from Home Opportunities

Ms. Nash would like to share employment opportunities with partners on SharePoint, via e-mail, and in One-Stop Committee meetings. These opportunities would be beneficial to partner agency program participants.

Discussion:

IDOL was approached with an opportunity for temporary online customer services positions. These positions offer training opportunities, etc. The company does have a few long-term employment opportunities as well. There will be a virtual job fair for individuals who are interested in these positions.

The partners would like employment opportunity notifications sent via e-mail and then put on the SharePoint site. This will help the agencies be responsive if it is an actionable opportunity.

Ms. Nash will send the Committee an e-mail with details on how to access the SharePoint site. Please send any contact information to Ms. Nash for individuals who would like to receive the e-mails and have access to the SharePoint.

What is the scope of employment opportunities we are notifying the group about? There are thousands of job listings and fairs a day.

- Training opportunities that connect to a career or a job listing that seems beneficial to partner agencies. This is something the Committee can figure out as information is sent out.

SDA American Job Center Network MOU – Draft

Review of the draft SDA American Job Center Network MOU. Please see attached document.

Discussion:

The infrastructure cost sharing agreement should be ready in the next month or two to integrate into the MOU. Then the MOU can go to the Executive Committee for approval and then out for signatures.

Ms. Nash will be working with each of the agencies on a more comprehensive description of their services.

WIOA Youth Program Funding – In-School Youth vs. Out-of-School Youth

The Council briefly discussed providing funding for in-school youth programs. Ms. Carr Mr. Cabrera, Ms. Secrist, and Ms. Milan discussed surveying career planners who previously served in-school youth to gain additional feedback.

Discussion:

The decision to only serve out-of-school youth was strictly made based on finances. Some of the service delivery areas would have had minimal funds to spend on in-school youth. It was also recognized that VR would help fill the funding gap since they are required to spend 15% of their funding on youth. During the discussion, the group thought the only way they would want to allocate funds to in-school youth is if Idaho can get a waiver to spend up to 50% of funding on in-school youth.

What were the pros of having in-school youth funding?

- There was staff stationed at CTE and alternative high schools to connect the youth with job experiences and be extra support to them.
- Summer Youth Programs
- Career Exploration Events
 - These would not be part of in-school youth funding since the WDTF can support outreach projects.

Ms. Carr is going to reach out to workforce consultants to help identify gaps in supporting in-school youth. Mr. Barrera is going to look for performance data that is segregated by in-school and out-of-school youth.

The funding flow needs to be coordinated during the state planning process to strategically and equitably support programs throughout the state.

The committee reviewed a draft of the in-school youth map. Please see attached document.

A few other programs that might have reachable in-school youth include:

- Psychosocial Rehab program by DHW
 - Ms. Brady will look into this. This could be a good opportunity to recruit youth.
- Juvenile Corrections
- Home School Associations

- Casey Family Foundation
- Job Corps
 - Some in-school youth might be eligible for Job Corps.

Does the Committee think the remaining work be done by the Committee or by a smaller subcommittee?

- It might be helpful to have a smaller group look at policy changes and the data. This group could then report back to the full committee. This will also allow the appropriate staff from each agency to attend the meetings and provide input.
- The Committee would like to have a subcommittee work on in-school youth funding.

Possible members of the subcommittee:

- Job Corps
- CTE
- VR
- ICBVI
- IDOL
- Title I
- Community Council
- DHW

**Motion by Ms. Brady to adjourn. Second by Ms. Carr. Motion carried.
Adjourned at 11:23 AM**