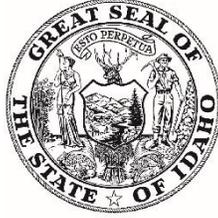


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*Vice Chair*

## WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

### Grant Review Committee Meeting Minutes – May 25, 2021

**Committee Members:** Kelly Kolb, Jay Larsen, Michelle Stennett, Brian Cox, Jeff Greene, Joe Maloney, Jake Reynolds, Rico Barrera, Jenni Bradford, Sarah Griffin

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

**Guests:** Leslie Losh

**Called to order at 2:01 p.m.**

**Welcome**

**Roll Call** – Quorum Met

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

#### **Review April 19 & 27, 2021 Meeting Minutes**

Ms. Griffin noted a typo on the April 27, 2021, meeting minutes. The minutes show Mr. Griffin and should say Ms. Griffin. Ms. Nielebeck will make this edit.

**Motion by Ms. Griffin to approve the April 19 & 27, 2021 meeting minutes as written with the above edit to the April 27, 2021, meeting minutes. Second by Mr. Reynolds. Motion carried.**

**Budget Report**

WDTF Financial Summary - April 1, 2021		
WDTF Cash Balance 4-1-21		\$15,482,848
Revenue		\$233,382
Interest		\$5,073
Payments		\$159,415
<b>WDTF Cash Balance 4-30-21</b>		<b>\$15,561,887</b>
Obligated Employer Grants		\$1,052,187
Obligated Industry Sector Grants		\$3,018,234
Obligated Innovation Grants		\$123,662
*Obligated Outreach Projects & Allocated Budget		\$946,585
Short Term Financial Assistance Program		\$1,713,560
FY 21 WDTF Admin Costs		\$540,827
<b>WDTF Obligated Balance</b>		<b>\$7,395,054</b>
<b>Unobligated Balance</b>		<b>\$8,166,833</b>
Proposals Under Review		\$315,000
<b>Unobligated Balance if all funded</b>		<b>\$7,851,833</b>

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

WDTF FY21 Revenue	Transfer In	Interest	Collection Cost
July	\$288,860	\$9,995	
August	\$735,854	\$8,536	
September	\$8,499	\$6,072	
October	\$306,682	\$5,828	
November	\$588,911	\$5,553	\$8,553
December	\$7,267	\$5,528	
January	\$342,942	\$5,389	
February	\$384,864	\$5,132	\$7,392
March	\$12,658	\$5,050	
April	\$233,382	\$5,073	
May			
June			
<b>FY21 Totals</b>	<b>\$2,909,919</b>	<b>\$62,156</b>	<b>\$15,945</b>

Does Ms. Ames see any red flags or anticipate any barriers in the spending of the WDTF?

- The reimbursements are coming in more quickly than last year. Next month, the obligated balance will look difference because 5 new grants were approved at the April meeting.
- \$2 million of the WDTF is obligated to the short-term financial assistance program. After July 1, any leftover of the \$2 million will be de-obligated.
- The Council will then approve the funding for the next fiscal year. From rough numbers, Ms. Secrist anticipates needing \$1 million a year for the short-term financial assistance program. The Council can always add more funding to the budget if the program is in high demand.

### ***Unitech – Employer Grant***

Unitech Composites is investing \$2,057,651 in workforce training that will take place over the next two years. The employer is also investing \$500,000 in their facility and \$1 million in equipment during the training period. The employer is updating their manufacturing processes as part of transition they are making toward more complex aerostructures manufactured by the business. During the training period the employer will hire and train 116 new workers and retrain 136 existing workers. The quantitative funding model recommends a reimbursable amount of \$1,250 per trainee with a maximum funding amount of \$315,000.

**WDTF Request: \$315,000**

Unitech employs 136 employees in Idaho. During their last grant they trained over 200 employees. Did Unitech lose employees due to layoffs?

- Unitech has seen turn over the past few years.

Does the Committee normally fund positions not receiving a wage increase?

- The policy indicates that the training must lead to a significant wage increase.
  - The policy does say the wage increase is based on the skillset obtained.
  - The five positions that would not receive a wage increase are higher level positions (operations director, general manager, engineering director, QA director, HR director). There are 247 positions new and retrained that will receive an increase in pay after training.
- In the House of Design grant, there were a couple positions that did not receive a wage increase because the training was only 8 hours and did not warrant a wage increase upon completion.

It was surprising to see that Unitech wrote in their application that North Idaho is not a hub for aerospace companies. According to Idaho Commerce North Idaho is a hub for aerospace companies. There are 30-40 aerospace companies in the area.

What did Unitech have to remove from their request to decrease their request amount to match the funding model recommendation?

- Unitech adjusted the budget not to go above the max funding amount recommended by the funding model. This does not mean they eliminated trainings. The company will be responsible for paying the remainder of the cost for any trainings that exceeds what is supported by the WDTF.

Why did the application score so low?

- The county average wage is \$18.91, and their average wage came in at \$19.63. There is a total of 30 points for wages. Unitech only received 6 out of the 30 points.
- Unitech only received 14 points for education and training. The industry economic multiplier and county rate both scored low. Program transferability scored at 10 points.
- The Policy Committee looks at the quantitative funding model annually to figure out if adjustments need to be made. If the Grant Committee sees changes that need to be made, those can be taken back to the Policy Committee for discussion.

The staff analysis mentions the Washington State apprenticeship training program. Is that program an IRAP program because it is not a USDOL program? What types of certificates does the training offer (e.g., certificates of completion vs. credentials)?

- The training will result in certificate rather than credentials.
- The Washington program is a State Apprenticeship Agency sponsored program. It is the equivalent of a Registered Apprenticeship program.
- This particular State Apprenticeship Agency program is more rigorous than a USDOL Registered program because it has a 1:1 apprentice to mentor ratio.
- 20 individuals will go through the apprenticeship program.

40% of Unitech's training is on-the-job training. That kind of training does not result in a credential or certificate.

- Unitech must provide the WDC with a list of trainings they will be providing. They commit to these trainings when the contract is signed. Ms. Ames verifies the trainings are reimbursable when a company submits for reimbursement.
- It would be nice to see more detail on the on-the-job-training being offered since it is a large portion of the budget.

**Motion by Senator Stennett to recommend approval of the Unitech Employer Grant in the full amount of \$315,000. Second by Ms. Griffin. Motion carried.**

***Joint Policy Committee and Grant Review Committee Meeting***

In the past the Policy Committee and Grant Review Committee have held joint meetings to discuss the WDTF programs and what each Committee can do to better serve Idahoans. It would be beneficial to have the two committees meeting again soon to talk about the questions that have come up around Employer grants.

The last time the two committees met, a survey was conducted to walk the members through the policy item by item and allow them to weigh which items they felt were the most important/how they felt about them. It helped narrow the discussion to what people were uncomfortable with.

Ms. Secrist will work on finding a time to have a joint meeting.

**Motion by Senator Stennett to adjourn. Second by Mr. Maloney. Motion carried.  
Meeting adjourned at 2:54 p.m.**