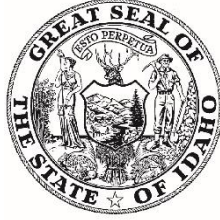


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WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

Grant Review Committee Meeting Minutes – August 2, 2021

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

Staff: Paige Nielebeck, Matthew Thomsen, Caty Solace, Jeffrey Bacon

Guests:

Called to order at 3:04 p.m.

Welcome

Roll Call – Quorum Met

Review Agenda

Mr. Thomsen requested the Shoshone-Bannock Sector Grant be moved before the LCSC Sector Grant.

Review June 22, 2021 Meeting Minutes

Motion by Mr. Greene to approve the June 22, 2021 Meeting Minutes as written. Second by Mr. Cox. Motion carried.

Hearthside Foods – Employer Grant

Hearthside Foods located in Boise, is requesting WDTF to assist with the training of 60 new and 186 existing workers. The employer has seen an increase in their workload due to customer demand resulting in the addition of two new production lines. The employers training plan includes external training with internal on-the-job training.

WDTF Request: \$151,280.50

Discussion:

It looks like Hearthside is increasing 60 employees over the next 2-years. Who is receiving the training and is the training incremental?

- The training is incremental. In the training plan, it shows the length of hours for any given training. Most of the trainings are less than 10 hours with a substantial amount being around 1 hour.

- There are 127 new direct labor positions being retrained and 55 new positions being trained. Direct labor positions start at \$13.40 an hour.

Is the Kaizen training an event for business processing and internal processes? Does it qualify as training or is it business planning?

- Mr. Thomsen has gone through lean/Kaizen events before and it is both training and business planning. It is not lean training in that Hearthsides needs less employees but lean in respect to how to do their jobs without waste.
- Are new or existing employees receiving the Kaizen training?
 - There are 50 that are receiving the training. We do not know how many are existing or new employees.
- Hearthsides has 3 production lines. Each production line will go through the Kaizen training. CWI will provide the training.
- Anyone going through the Kaizen training will be able to put that on their resume. It is a transferrable skill set and makes them more marketable.

The Quantitative funding model allowed Hearthsides to request up to \$310,000. They have requested half that amount. The quantitative funding model is a recommendation. Employer's often request larger amounts than recommended by the quantitative funding model.

Motion by Mr. Reynolds to recommend approval of the Hearthsides Foods employer grant in the full amount of \$151,280.50 to the Executive Committee. Second by Mr. Greene. Motion carried.

Shoshone-Bannock Tribes – Industry Sector Grant

Shoshone-Bannock Tribes is requesting grant funding to support the implementation of CNA, Dental Assistant, and Engineering Tech. programs. The programs will train tribal members, including high school students and adults. Funding from the grant will go towards purchasing equipment to support the programs start-up allowing INL and Idaho State University to provide training onsite at the Shoshone-Bannock High School.

WDTF Request: \$200,259.10

Discussion:

Is this the first Tribal application?

- It is the first Tribal applicant and first employer led industry sector grant.

Getting the Tribal members into INL would be fantastic. It is a great way to fill an employment gap and provide access for a population that does not have as much access.

Who is going to do the specific training and certification for the programs and ensure they are meeting regulatory standards? If CNA's come from uncredited programs can cause issues to arise.

- ISU's Continuing Education and Workforce Training Center is doing the training.

How is ISU going to get individuals into employment opportunities? Transportation is always an issue. Is there something that can be added to the grant to ensure the individuals are getting transportation to employment?

- ISU mentioned additional funding will be sought to help with other aspects of the program. Transportation might be something ISU identifies as a need for additional funds.

Did ISU explain why they chose CNA's over Medical Assistants? CNA's have longer, irregular schedules, whereas, Medical Assistants have more regular schedules (they usually work for private practices).

- It is a combination of need and availability of training providers.
- The partners involved indicated that CNAs are what are in-demand.

Motion by Ms. Griffin to recommend approval of the Shoshone-Bannock Tribes industry sector grant in the full amount of \$200,259.10 to the Executive Committee. Second by Mr. Larsen. Motion carried.

Lewis-Clark State College – Industry Sector Grant

Lewis-Clark State College is applying for grant funding to help expand their collision repair, diesel, welding, and allied health programs. The grant funds will primarily go towards the purchasing of equipment that will increase program capacity. LCSC will use some of the funding and match dollars to renovate existing facilities that were vacated after the College finished the construction of their newly built Schweitzer CTE Center.

WDTF Request: \$1,289,050.55

Discussion:

The grant will be used to fund equipment and renovation of their facilities. LCSC was previously awarded grant funds from the Council to fund the purchase of equipment for new Schweitzer CTE Center. Funding under this grant will be used to expand programs that did not move to Schweitzer into the existing facilities and spaces that were vacated. LCSC is increasing the capacity of all the programs accelerating many pathways to careers. LCSC anticipates training 940 individuals over the three-year period of the grant.

In the outcomes section of the application, LCSC states that the new space will allow the Diesel Tech program to serve 8 additional students. When will LCSC see those students in the classroom? There are no specific dates in the training schedule.

- Year 1 quarter 1 of the grant would be July 2021 to September 2021.

The equipment expenditures will all come out early in the grant. If this grant is going to be over the next 2-years, will LCSC get reimbursed right away?

- LCSC is required to fill out a reimbursement schedule as part of their application. They put down when they expect to purchase each of the items.

In LCSC's budget sheet, they are putting in 80% of the total investment and are requesting the WDTF put in 20%. Is there risk that LCSC will not be able to fill the open seats?

- LCSC anticipates getting individuals into the seats. They included \$100,000 for outreach for the programs.

Could an employer apply for a grant for equipment to train employees?

- An employer grant does not allow for equipment costs. The only allowable costs are vendor and internal training. Funds can also be used for travel and training material costs associated with the training.

Will the WDC continue to see institutions making requests of this nature?

- Ms. Thomsen has had many conversations with other institutions on how to prop up their programs to train Idaho's workforce. Equipment is one of the most frequently seen requests as of recent.

Motion by Mr. Cox to recommend approval of the LCSC industry sector grant in the full amount of \$1,289,050.55 to the Executive Committee. Second by Ms. Griffin. Motion carried.

**Motion by Mr. Cox to adjourn. Second by Mr. Larsen. Motion carried.
Meeting adjourned at 3:57 p.m.**

DRAFT