

Industry Sector Grant

Applicant	Larry Murillo
Applicant ID	APP-000530
Company Name	Shoshone-Bannock Tribes
Recipient Address	Shoshone-Bannock Tribes PO Box 306 Fort, Idaho 83203
Email	lmurillo@sbtribes.com
Funding Requested	\$200,259.10
Status	Submitted
Funded	<input type="checkbox"/>

Application Title: Shoshone-Bannock Tribes Industry Sector Grant

Review Notes:

August 2, 2021 Grant Review Committee Notes

Shoshone-Bannock Tribes – Industry Sector Grant

Shoshone-Bannock Tribes is requesting grant funding to support the implementation of a 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:

The WDTF funds are going towards CNA's, Dental Assistants, etc.

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 to 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.
- This is something for ISU to keep in mind.

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 partner involved indicated that CNAs are what are in-demand.
- There is concern around hiring individuals under the age of 18 for 14 hour shifts that go into the nighttime.

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.

Company Information

Question: Business entity name

Shoshone-Bannock Tribes

Question: "Doing business as" entity name

Shoshone-Bannock Tribes

Question: Federal Tax ID Number

82-0197554

Question: Street address

385 Bannock Trail Road

Question: PO Box (If applicable)

PO Box 306

Question: City

Fort Hall

Question: State

Id

Question: Zip code

83203

Question: Business website

[Shoshone Bannock Tribes](#)

Question: First name of person to be contacted about this application

Larry

Question: Last name

Murillo

Question: Job title

477 EET Case Manager

Question: Street address

PO Box 306; 385 Bannock Trail Road

Question: City

Pocatello

Question: State

ID

Question: Zip Code

83202

Question: Email address

lmurillo@sbtribes.com

Question: Contact phone

2084783760

Consortium

The applicant must be an employer or educational entity representing a consortium of at least three employer partners with a similar occupational training need. All members of the consortium will be required to complete a Memorandum of Understanding (MOU). A link to the grant MOU is provided below. Please upload all completed and signed MOU's by the consortium to this section of the application.

[Employer Partner MOU](#)

Question: Please describe how employer partners are involved in the project and how they will engage with trainees who receive training.

The Shoshone Bannock Tribes, Shoshone Bannock Tribes Enterprise and the Idaho National Laboratory are major employers in Southeastern Idaho. The workforce of the Shoshone Bannock Tribes has its own personnel system for hiring people for job. The tribal enterprises involving gaming and hotel business have their own hiring system for new jobs. These two entities of the Shoshone Bannock Tribes work together to recruit and hire new personnel. The Idaho National Laboratory will be working with the Shoshone Bannock Tribes to develop and train employees that will work for the Idaho National Laboratory. The tribe's two business entities will be collaborating with Idaho State University's College of Technology to provide certified nursing assistants and dental assistants.

Question: Do each of the industry partners pay at least \$12 per hour

Yes

No

Question: Please upload completed MOU here.

[SB Idaho Workforce MOU Chair Signed.pdf](#) (7/27/2021 10:55 AM)

[Alliance Proof of insurance.pdf](#) (7/21/2021 12:12 PM)

[Alliance Health Care MOU ShoBan Project.pdf](#) (7/21/2021 12:11 PM)

[RESOLUTION for WFD Industry Sector Grant CNA DA July 2021.pdf](#) (7/15/2021 4:51 PM)
[2021SBT BenefitGuide.pdf](#) (7/9/2021 10:15 AM)
[INL ISG Consortium MOU.pdf](#) (7/9/2021 10:13 AM)
[AAA Health Plan Benefits.pdf](#) (7/9/2021 10:13 AM)
[AAA Shoshone Bannock MOU for Workforce Development Project.pdf](#) (7/9/2021 10:12 AM)

Project Overview

Question: Please provide a brief overview/executive summary of the training need(s), current/projected skills gaps, and what you're trying to accomplish with this project. (You are limited to 2000 characters for this section so please be concise.)

Certified Nursing Assistant's (CNA) are in desperate need in homes, facilities and hospitals throughout the state. In the last 30 days, we have been approached by multiple agencies in the region hoping to recruit our CNA graduates. In addition, Sho-Ban Tribes are moving forward with an Elder Care Initiative with one of the primary focuses on providing the means for tribal members to receive care in their own home with family and community/cultural support for as long as possible. CNA training and certification provides pathways for further advancement and college degrees in many facets of healthcare.

Dental Assistants are in high demand in our region and training allows students to enter into employment and/or further education in Dental Hygiene and Dentistry.

The creation of a CNA and Dental Assisting facility and training programs located on site at Shoshone-Bannock School District #537 serves several purposes:

1. High school students are able to earn elective credits towards high school graduation while earning training and certification that will help provide meaningful employment and a pathway to college degrees in the future
2. Community members will be able to utilize the facility for CNA and Dental Assisting courses after school hours.
3. Training of tribal members is critical to fill employment gaps and to facilitate the Elder Care Initiative to provide in-home care for tribal members.

Idaho National Laboratory approached the SBHS because of their interest and need to hire students to directly work with INL and thus increase the number of American Indian workers. Another reason is to address the types of skills needed in the INL workforce.

Question: How will the project change and/or enhance the current landscape of Idaho's talent pipeline/development efforts.

The Shoshone Bannock Tribes is considered a low-health manpower area by the federal agencies such as Indian Health Service. In addition to the need for more health trained professionals, American Indians people live in poverty and have lower education rates and have higher morbidity and mortality rates than the general public. These factors can be favorably addressed by finding ways to train more Shoshone Bannock tribal members and subsequently have higher rates of employment outside the Fort Hall reservation area. Shoshone Bannock tribal members are underrepresented in the mainstream workforce in SE Idaho similar to patterns seen in other areas throughout the United States.

The CNA/Dental Assisting training in Fort Hall is the education channel to train students in specific skills needed in this community and the surrounding region. Specific training for CNA

and Dental Assistants will be conducted in two academic semesters for high school students and in 12-18 weeks for the adult learners. This rapid training allows them to enter the job force quickly with specific skill sets with better than average wages and sets them on a pathway for growth and further education in higher paying jobs reiterating the ideas that:

- 1- Industry is our primary customer for education; and,
- 2- Education and training prepares individuals to improve their income and standard of living.

Question: What specific skills training will be provided? Include any planned enhancements that will be made to current training.

The three main skills training provided will be CNA, Dental Assisting and Engineering Technician skills.

The training for Certified Nursing Assistants is regulated federally through OBRA and at the state level through IDHW. The training will follow the curriculum outlined through Idaho CTE and IDHW.

The training for Dental Assisting follows the curriculum held with Idaho CTE for Fundamentals of Dental Assisting and Expanded Functions.

INL will train students in two engineering technician career tracks:

- Industrial-Mechanical Technician; and,
- Trades-Operations Technician.

At this point there are no plans to enhance the current training module. The only curriculum that might be changes will be to inform the trainees about the health care system in Fort Hall and how they can participate as workers. There are three health related programs: tribal health care programs, Indian Health Services and the Health Resources and Services Administration (HRSA) urgent care clinic. It may be prudent to help health care workers know more about the culture, language and health outcomes of American Indians on a personal and group level. There are factors serving American Indian clients that are different than serving people from other population groups.

Question: How will the project accelerate the pathway to a career for individuals being trained.

Both the CNA training and the dental assistant training are short term training models. Since the students from the high school can take the training for elective credits it will take the students one full year of classes at one hour per day, four days per week and it will take two semesters to complete the hours needed for the certification. This will allow students to begin working during the summer and possibly during the school year based on their academic situation. For sophomores, juniors and seniors they can immediately work after passing the certification testing and the tribes will begin actively matching health care workers to work with elders from the Fort Hall reservation community and in the cities and towns in SE Idaho.

All students utilizing this project will have access to regional and eastern Idaho organizations needed health care workforce. CNA's coming through this program will have access to Fort Hall and well as surrounding health facilities needing their skills. Being a registered CNA also meets a requirement to enroll in ISU nursing programs. Students will be taught the steps for a variety of health care professional careers so they will be informed how to navigate the educational system to help them achieve their workforce goals.

Question: If training exists in the marketplace, describe why this project better meets employer and/or workforce needs.

Marketplace CNA and DA training comes under state standards and is conducted by workforce training centers. This training is being offered by a workforce training center at the SBHS in Fort Hall. The training will sponsor the development of nursing instructors from that community to learn those standards and maintain the delivery of the same quality of CNA training for high school students.

The Fort Hall reservation has been a hard to reach population for both education and training. For this reason, the state of Idaho has not had an opportunity to work with the Shoshone Bannock tribes and their workforce in the way we currently are proposing. This unique opportunity will allow more people in the community, students and adults, access to a training site without having to leave the reservation boundaries. This alone will improve the chances of people from this population and increase the number of people to be trained and educated in variety of fields and careers.

An enhanced professional work relationship with the tribes will also assist the State of Idaho Workforce Training staff to create ways for the tribes to increase fundable projects, create workforce strategic planning, create a relationship with the tribe's personnel office to further enhance and support the creation of jobs and matching individuals to fill the needs of the tribal workforce.

Question: Who will receive training from this project (examples – general public or current employees) and how will they be recruited?

This project plans is to target training at the high school for students. Shoshone Bannock students will receive the initial training from the SBHS. Since adults cannot be present on school grounds in a training setting until all students are no longer in class, then American Indian adults can receive training in the evening so they can access this opportunity. As the program grows the training in Fort Hall can be opened up for any people that wish to receive training. So when classes are not filled up with American Indian participants then outside people can fill slots to make sure the training will continue. No plan has been made for the INL training to teach adults either from the Fort Hall community or from outside the community. Priority for training slots will be for American Indians to participate.

Question: Please describe any credentials that participants will obtain.

Students who successfully complete the Certified Nurse Assistant course will obtain a course completion certificate and are eligible to take the Idaho manual skills and written exams. Successfully passing the state exams places the individual on the Idaho CNA registry. Students who successfully complete the Dental Assisting course receive a course completion certificate and can work towards a national certification. Certification is not required in Idaho. Students taking INL classwork will receive state recognized certification through their organization. It will also make the students eligible for work when the engineering technician certification is completed. The details of curriculum, schedule and timeframe is still being worked between the SBHS and INL.

Question: Who will provide the training? (Identify the entity that will provide training, the qualifications of the trainer(s), and location of training site.)

ISU's Continuing Education and Workforce Training (CEWT) will provide the training at SBHS in Fort Hall. CEWT is an approved workforce training center that offers different health workforce training to the greater SE Idaho region, including CAN, EMT, Dental Assisting, Assistance with Medications, CPR and Mental Health First Aid. Training in engineering technician curriculum will be taught by INL staff that work as scientists in engineering and related energy positions.

Question: Where will the training be provided?

ISU's Continuing Education and Workforce Training (CEWT) will provide the training at SBHS in Fort Hall. CEWT is an approved workforce training center that offers different health workforce training to the greater SE Idaho region, including CAN, EMT, Dental Assisting, Assistance with Medications, CPR and Mental Health First Aid.

Training in engineering technician curriculum will be taught by INL staff that work as scientists in engineering and related energy positions.

Question: Please provide a detailed description of why funding is needed for this project?

Funding will make this training for the CNA and Dental Assisting possible. ISU does not have the equipment available for this project and wanted to know how a training site could be specifically equipped in the available space at the SBHS. Equipment for the nursing assistance as specified by the ISU CEWT staff includes at least 3 beds, measurement devices such as heart rate, pulse, and temperature monitoring, IV stands to hold liquids and other standard clinical equipment needed for the training. A list of the equipment is provided in the budget area of the grant application.

There is not a plan yet for the INL equipment needed for their worksite training at SBHS. The INL is prepared to pay for equipment and configuring the training room as needed. All of this support from INL makes that expenses covered in house by INL as part of their partnership with the SBHS.

Question: Will tuition be charged? If yes, please explain.

ISU will be charging \$750.00 per student per their normal training fees for the CNA training plus costs of equipment such as scrubs, blood pressure device/cuff, gait belt, plus a stethoscope, training book, and vaccinations. As the tribe receives help on how to conduct the training over the next three years the plan will be for the tribe to conduct the training and then decide how and what kind of registration fee will be needed. We are requesting the State of Idaho to pay for 15 CNA students per year for three years to help support the cost of training.

COURSE FEES APPROXIMATE COSTS: Fees are subject to change without notice • Course fee \$750 • Healthcare provider CPR certification \$59 (\$42 refresher) • Clinical Supplies: (Provided by student) \Scrubs, Gait Belt, Blood Pressure Cuff, Stethoscope varies • TB test and Hepatitis B vaccine \$120 (varies) • State testing fees included with course fees • Textbook (ISU Bookstore) \$59.95 new & \$45 used. Total cost of fees, clinical supplies, vaccinations, CPR Certification and book is \$988.95

The dental assisting training certification lasts 100 hour is still being developed in terms of number of students needed and the class structure and schedule. For example if there are 10 students per class. As with the CNA training there will be 3 student training sessions over a three year period of time.

COURSE FEES APPROXIMATE COSTS: Fees are subject to change without notice Class fee Healthcare Provider CPR: \$500 \$59 (\$42 refresher) Lab jacket – Will discuss specifics in course orientation Course textbook (*required) Workbook (*required) \$145 new & \$ 109 used \$59. Total fees and expenses is \$704.00 including lab jacket and text book.

For the adults the cost of the training will be requesting support from the State of Idaho Workforce Training program. Classes for this adult group will be held 2 to 4 times during the normal ISU school year to work in tandem with the ISU CEWT staff schedules. Fees will be charged for both American Indian participants and non-American Indian participants. The 477

Human Services Education Employment and Training (EET) Program has the capability of sharing the cost for American Indian students and adults by providing a training stipend of \$5.50/hour up to 30 hours per week and for required clinical clothing, equipment and books. While the participants are in training, EET will require the adults to submit a timesheet to document their time. The EET program has funding available and will be able to pay the costs for adult training fees for any short term training if needed. With proper planning the EET may be able to afford the training costs of the students taking classes at SBHS. With the increase in short term training requests the EET program may need to seek additional support from the state and other funding to keep this project going over time.

Training Schedule

Provide a quarterly training break-out for year one and year two. For year three show the number of planned NEW participants entering training and number of individuals exiting training for each course of training, for each quarter. Any example is provided on the provided training schedule.

[Training Schedule](#)

Question: Please provide an anticipated project start date?

8/23/2021

Question: How many training sessions will be held during the 36 months of the grant?

The CNA certification is 120 hours long with 88 hours of classroom instruction and 32 hours of direct resident care under the supervision and guidance of an RN instructor. Per the SBHS there will be a 1 credit elective course offered for the CNA class. The course will be one hour per day, four days per week for 1 semester and the training will continue for 2 semesters for a total of 120 hours plus testing. This sequence will be done for three school years so the total training will consist of 3 sessions of 2 semesters each.

Dental Assisting classes are 100 hours of classroom training and 9 hours of independent observation in a dental office. This training course will be done similar to the CNA class and there will be a 1 credit elective course offered for the dental assistance class. The course will be one hour per day, four days per week for 1 semester and the training will continue for 2 semesters for a total of 100 hours, 9 hours of observation in a dental clinic, plus testing. This sequence will be done for three school years so the total training will consist of 3 sessions of 2 semesters each.

The INL engineering technician training schedule is not available yet for this 36 month grant.

Question: Please upload Training Schedule form here. A link to the form is provided at the top of this section.

[Industry Sector Grant Training Schedule SBT.xlsx](#) (7/16/2021 9:30 AM)

Sustainability

The industry consortium will need to show if and how the project will be sustained past the grant period.

Question: Please describe if and how the project will be sustained past the grant period?

The project will require State of Idaho assistance for the first three years. During this time the following will help to keep the program alive:

1. Training American Indian providers to deliver the training.
2. Charging fees to outside the tribe's members to help pay for training expenses.
3. The 477 EET Program is capable of paying for a portion of the fees and related training expenses past the initial 3 year period if it is needed. There is no budget with the 477 program for high school students and primarily serves adults in the Fort Hall service area.
4. External public and private sector funding will be sought to help with expenses and building the program as it progresses.

Project Outcomes

Grant objectives must have measurable results on an individual participant level. Employees or job candidates should learn new skills that were not previously available and gain enhanced skills that allow them to achieve to a higher earning level.

Question: Number of participants/incumbent workers who will receive classroom training?

120.00

Question: Number of participants/incumbent workers who will complete classroom training?

96.00

Question: Number of participants/incumbent workers who will receive structured on-the-job training?

96.00

Question: Number of participants/incumbent workers who will complete structured on-the-job training?

96.00

Question: Number of individuals attaining some type of recognized credential, including degrees, occupational licenses, industry certifications and/or Idaho SkillStack Badges.

96.00

Question: Average wage for incumbent workers prior to training?

\$0.00

Question: Average wage for incumbent workers after training?

\$12.50

Question: Number of open enrollment individuals entering training-related employment within 30 days of training completion?

72.00

Budget

The application must provide a detailed budget identifying the direct personnel costs, fringe benefits, equipment cost, facility costs and other identified costs to deliver this training. For each line item on the budget, provide the budget amount, a detailed narrative describing how the line item amount was determined, the necessity of the item to develop/deliver training, and whether the cost is supported by grant funds or partner match (cash or in-kind).

[Budget Sheet](#)

Question: How else have you sought to fund this project?

The Shoshone Bannock Tribes 477 Program will be able to fund a certain cost level for trainees by the end of this 3 year grant period. The 477 funding may not be able to fund all of the fees associated with training so we are looking to add industry partners that can afford to fund this project. 477 program funding is primarily planned for adult training and not for high school aged participants.

Question: Why do you think WDTC is a good source of funding for this project?

The WDTC met with the Fort Hall Business Council on two occasions to see if the services offered by the State of Idaho WDTC is a good match for workforce development needs of the Shoshone Bannock Tribes. The overwhelming consensus at these meetings was for the two agencies need to work together to accomplish the goals related to workforce training development.

Question: Please download the attached budget. Once completed, upload budget here. A link to the budget is provided above.

[Industry Sector Grant Budget Narrative and Expenditures - SBT \(3\).xlsx](#) (7/16/2021 9:21 AM)

Tracking and Reporting

WDTC grant funds must be expended within a 36-month period. Award of funds will require the lead applicant/grant recipient to provide "skill training plans" for each job classification, identification of vendor

training, training descriptions, skill attainments and costs. If the consortium provides internal training, the training must be a structured on-the-job training with a specific outline of the training curriculum, skills gained, expected outcomes and details on the effectiveness of the training.

Question: Entity responsible for tracking and reporting.

Shoshone-Bannock Tribes Finance Department

Question: Contact Person First Name

Kathryn

Question: Contact Person Last Name

Christiansen

Question: Job Title

Fund Accountant

Question: Contact Phone

208-478-3813

Question: Email Address

kchristiansen@sbtribes.com

Question: Street Address

PO Box 306

Question: City

Fort Hall

Question: State

Id

Question: Zip Code

83203

Organizational and Fiscal Capacity

The grant recipient – either the lead applicant or the training provider identified above – must have the organizational and fiscal capacity to track funds and safeguard spending.

Question: Please provide a short summary outlining your organizational capacity to complete this project?

The Shoshone-Bannock Tribes were federally-recognized on April 30, 1936. Today, the Tribes are governed by a Business Council, which consists of seven members elected to staggered, two-year terms. The Tribal Chairman is elected by vote of the Business Council members: each member represents one of the five rural Districts. The District leaders, elected by residents, arrange for regular meetings and activities within their respective localities. All Tribal Council members are enrolled members of the Shoshone-Bannock Tribes, and live on the Fort Hall Reservation. The government includes centers of excellence where many employees are committed to improving the quality of life for the reservation community. This commitment enabled the Tribes to open a new Community Health Center in 2015 and obtain funding to construct a new health care facility, to apply for and receive grants for the Tribal Justice System, and apply for and receive grants for the social services and elderly protection programs, among others. Tribal strengths also include open communication lines between the community residents and the government, with monthly meetings at district lodges, Face Book Live updates from the Fort Hall Business Council to the membership, and an annual meeting and written annual report documenting Tribal government services and project status. Community membership strengths include strong loyalty to the Reservation and pride in being a member of the Shoshone-Bannock Tribes. Membership emphatically supports improving the Reservation quality of life. The Tribes' strengths to support this project include the fact that basic business systems are in place, and have been for many years. The executive director is in charge of day-to-day Tribal operations and has purview over administrative departments. Program managers are responsible for grant management and contract compliance, including supervision of project staffing, meeting reporting requirements, and project evaluation. The Tribes have over 30 years of experience in managing various grant-funded programs.

Question: Please describe the grant recipient's accounting structure, job titles, and qualifications of staff responsible for fiscal actions.

Financial Management: The Tribes use an electronic financial accounting system (Springbrook). The system is supervised and maintained by an accounting staff comprised of nine individuals, including four accountants. Two accountants are CPAs and two accountants have masters' degrees in accounting. The Finance Department is currently responsible for over 100 grants and contracts from various State and Federal agencies, including the Department of Health and Human Services funding this ANA opportunity. A year-end financial report is compiled and produced by independent auditors. Financial management of a capacity building grant will be managed in accordance with the Accounting Manual.

The Contracts and Grants Office was established in the 1980's to provide technical and management assistance to the Tribes' departments in preparing and submitting grant applications to federal, state, local and private funding agencies, and to coordinate and manage all federal, state, local and private grants that have been awarded to the Tribes. The Senior Contracting Officer works with each individual department and program, along with the respective Finance Department accountants and technicians, to prepare and submit periodic reports to granting agencies as required. Contract Office personnel are responsible for entering and tracking all contracts/grants in their electronic systems (Tribe Vue and Laserfiche); hard

copy files are kept in the Contracts Office as reference for annual audits by agency and independent auditors.

Question: Please provide a statement from the entity's independent auditing firm regarding the entity's most recent fiscal audit to include a statement of any audit findings. The application may be rejected if audit findings exist. Attach signed statement here.

[Sho-Ban Tribes Financial Statement and Audit.pdf](#) (7/9/2021 10:40 AM)

Terms and Conditions

[Terms and Conditions](#)

Question: I certify I have read the terms and conditions governing the Workforce Development Training Fund grant and agree to comply if awarded a training grant. Click on the link above to view a copy of the terms and conditions.

Yes

No