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Executive Director



**Deni Hoehne**  
Chair

**John Young**  
Vice Chair

## **WORKFORCE DEVELOPMENT COUNCIL**

317 W Main Street, Boise, Idaho 83735-0510

### **Grant Review Committee Meeting Minutes**

**Date:** Tuesday, January 25, 2022  
**Time:** 3:00PM-4:30 PM  
**Location:** Zoom/In-Person\*  
317 W Main Street  
Boise, ID 83735  
2 West Conference Room, 2<sup>nd</sup> Floor  
<https://zoom.us/j/97039391898?pwd=VHJVT3M2TmtGdzJvRWxRaXQ0R2x4QT09>  
Meeting ID: 970 3939 1898  
Passcode: 704544

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

**Staff:** Amanda Ames, Jeffrey Bacon, Matthew Thomsen

**Guests:** None

**Called to order at 3:00 p.m.**

**Welcome**

**Roll Call:** Quorum met

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

**Review October 26, 2021 Meeting Minutes**

**Motion by Ms. Griffin to approve the October 26, 2021 Meeting Minutes as written. Second by Ms. Bradford. Motion carried.**

**WDTF Financial Summary**

WDTF Financial Summary - December 2021	
WDTF Cash Balance 12-1-21	\$15,727,273
Revenue	\$15,741
Interest	\$3,660
Payments	\$465,226
<b>WDTF Cash Balance 12-31-21</b>	<b>\$15,281,448</b>
Obligated Employer Grants	\$2,394,609
Obligated Industry Sector Grants	\$5,692,993
Obligated Innovation Grants	\$596,207
*Obligated Outreach Projects & Allocated Budget	\$706,528
**Short Term Financial Assistance Program	\$2,165,615
FY 22 WDTF Admin Costs	\$449,338
<b>WDTF Obligated Balance</b>	<b>\$12,005,290</b>
<b>Unobligated Balance</b>	<b>\$3,276,158</b>
Proposals Under Review	\$1,000,000
<b>Unobligated Balance if all funded</b>	<b>\$2,276,158</b>

\*Includes all Outreach funding made available for the Committee to allocate for FY22.

\*\*Includes all Launch funding made available for FY22.

WDTF FY22 Revenue	Transfer In	Interest	Collection Cost
July	\$232,883	\$3,453	
August	\$779,173	\$3,331	
September	\$5,115	\$3,430	
October	\$0	\$4,040	
November	\$865,303	\$4,170	\$57,072
December	\$15,741	\$3,660	
January			
February			
March			
April			
May			
June			
<b>FY22 Totals</b>	<b>\$1,898,215</b>	<b>\$22,084</b>	<b>\$57,072</b>

**Employer Grant Policy Update and Rubric Discussion**

The Employer Grant Policy suggested edits have been approved. Below are the key adaptations:

Fund Availability section:

“The maximum amount of funds available to an employer is \$500,000 per grant and \$750,000 over a 10-year period.

The grant review committee and policy committee may develop a rubric to evaluate qualitative aspects of the proposal and may set minimums threshold for funding.

The Workforce Development Council may approve an annual allocation of Workforce Development Training Funds to the program. Funds are distributed on a first come, first served basis.”

Applications section:

“The application must provide evidence of additional cost incurred, outside of regular business operations and budgets, and why the company needs workforce development training funds.”

Reimbursable expenditures section:

“If the company provides internal training, the training fund can be used for curriculum development, curriculum purchase, non-production training aids such as a simulators, and/or training the trainer.”

“Expenditures that are not reimbursable:

- Employee onboarding,
- Annual compliance trainings,
- Safety trainings,
- Enterprise resource planning system (ERP) training,
- Sales training,
- Leadership training, and
- Wages paid to individuals receiving training.”

The WDC staff will begin the Employer Grant rubric design by delivering to the Grant and Policy Committees a foundational structure for the Employer Grant rubric.

***Boise State University – Industry Sector Grant***

The Boise State University (BSU) program is working with multiple partners for the Cyberdome project including Micron, INL, Intuit, Thermo Fisher Scientific, and Choice Hotels International. Partners have committed to hire the students who complete training. BSU is actively recruiting subject matter expert educators for this program. The program will train +80 individuals over the next 3 years. The grant will fund student stipends and certification cost for students enrolled in the program.

The Cyberdome platform enables an appropriate combination of traditional training and real-world experience through the broadened online access, storage and services; training will be accessible to learners in all parts of Idaho, including rural Idaho where training and workers may not have been previously available.

The labor market data shows there will be a 36% growth in cybersecurity analysts and over the past 12 months 979 Cybersecurity Analysts job openings posted in Idaho.

**WDTF Request: \$806,433.94**

Discussion:

For whom is the program available?

- Participants will be recruited from around the state.
- Students from the previously awarded 2019 BSU Cyber Operation and Resilience (COrE) Industry Sector grant students would also be targeted for this opportunity.

It looks like some of the funds will pay for stipends for students, but it also includes associated fees. Do you know what that includes?

- Fees like workers compensation are required for an individual to perform work for an employer. Majority of funds would pay the student a stipend.

This project seems to align with our work-based learning goals, and the majority of funding is being used for a work-based learning experience for the student. The funds are also going towards funding the

certification which is important component for students as the costs associated with certificates can be prohibitive.

**Motion by Mr. Cox to recommend approval of the Boise State University - Industry Sector Grant in the full amount of \$806,433.94 to the Executive Committee. Second by Mr. Barrera. Motion carried.**

**Motion by Ms. Griffin to adjourn. Second by Mr. Greene. Motion carried.**

**Meeting adjourned at 3:44 p.m.**