Meeting Minutes

Date: Wednesday, October 13, 2021
Time: 9:00 a.m. – 2:15 p.m. (Mountain Time)
Location: Zoom

Council Member Attendees: Deni Hoehne, Anna Almerico, Lori Barber, Russell Barron, Donna Butler, Linda Clark, Brian Cox, Ben Davidson, Jane Donnellan, Oscar Evans, Audrey Fletcher, Jeff Greene, Dave Hannah, Kelly Kolb, Kate Lenz, Liza Leonard, Clay Long, Joe Maloney, Hope Morrow, James Pegram, Jani Revier, Jake Reynolds (proxy for Tom Kealey), Tom Schultz, James Smith, Scott Syme, Matt Van Vleet, John Young

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

Guests: Kristyn Carr, Matt Sneed, Jennifer Palagi, Amelia Valasek, Christi Gilchrist, Christina Feliciano, Tonya Erhardt, Erin Gorringe, Jason Hudson, Maureen O’Toole, Sarah Nash, Tim Blonsky, Gary Salazar, Kaitlin Maguire, Heather Luchte, Taylor Stump, John Russ, Leslie Losh, Eric Anderson, Curtis Richins, John Mangiantini, Jeffrey Sneddon

*Workforce Development Council is hereafter referred to as WDC.

Call to order at 9:00 a.m.

Roll Call/Introductions – Quorum Met

*Review/Approve Agenda
Unanimous consent request by Ms. Revier to approve the October 13, 2021 Council Meeting Agenda as presented. There are no objections.

*Approve Minutes from July 14, 2021 Meeting
Unanimous consent request by Mr. Long to approve the July 14, 2021 Meeting Minutes as written. There are no objections.
Executive Director & Chair Reports

Budget

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

Committee Reports

Ms. Secrist referenced the Committee Reports. Please see attached council packet.
Public Sector Apprenticeship Cohort
Idaho was invited to participate in a public sector apprenticeship cohort, facilitated by the Council of State Governments. There are representatives in the cohort from Idaho Division of Human Resources, Sherry Maupin (representing Valley County and the WDC), City of Idaho Falls, Idaho Commerce, Idaho Department of Labor, the WDC, and the Nampa School District. All the partners are working to look at how Idaho can increase usage of the apprenticeship model within the public sector. The group is looking at barriers that would prevent government entities from using apprenticeships.

Transitioning Service Members
Senator Crapo worked to include in the National Defense Authorization Act language that allows the Department of Defense (DOD) to release information on service members that will transition back to a state to the indicated state. This allows the state to reach out to that individual to assist in the transition from military to civilian. Idaho is the pilot state in receiving the data from the DOD. There are about 150 individuals transitioning out of the military between now and summer 2022 who indicated they would like to return or move to Idaho. The data from the DOD does not provide what the individual did in the military but provides a phone number and an email. The WDC and Senator Crapo’s Office will work with the Veterans Chamber to reach out to the individual to find out how we can assist them integrate into Idaho’s workforce. Oscar Evans has been a big part of this project. Idaho is very lucky to be the pilot state for this project. Eventually the data will be able to be pulled at any time. Right now, MOUs are being developed for all states and it is unknown when we will receive the next dataset.

Ms. Secrist will request a presentation on SkillBridge for an upcoming meeting.

Equus Update – Adult & Dislocated Worker Program
At the last Council meeting, the WDC received a presentation from Equus. Equus is the new service provider for the WIOA Adult & Dislocated Worker programs. They went live on October 1. The transition has been smooth. It was a big lift for IDOL and Equus. Equus has learned how challenging the hiring environment is in Idaho. They were only about 50% staffed when they went live but are close to a full staff now. Equus has had a chance to meet with all the WIOA partners and get to know the staff members.

Youth Recapture Funds
Each year when a WIOA service provider closes their program year, the WDC reviews the funds they spent. If they are less than 80% of budget, the WDC can recapture the difference between actual spending and 80% as a local workforce board. This year, the WDC recaptured about $450,000 of the PY20 Youth grant. In PY19, the WDC recaptured about $750,000. The WDC is looking at ways to invest in the youth program to ensure the funds are being spent to serve the individuals they are designed for. Ms. Secrist is working with IDOL on a plan to utilize the funds and see a return on investment. The Executive Committee provided the WDC approval to spend about $24,000 of the funds on IDOL staff development. The youth career planners will come for a conference where they will learn best practices and spend a day planning for the summer work experience program. The IDOL staff will create a business plan that will be brought before the Council in December. The plan will include a request to use the rest of the recaptured funds for the summer work experience program.
**In-Demand Occupation Tool**
Ms. Secrist shared a demonstration of the new In-Demand Occupations Tool. This tool is still under development.

**Discussion:**
As the workforce continues to evolve, are there trend emerging in the data? How does the WDC want to handle the evolution of jobs requirements?

- This will be something that will need to be integrated into a future version of the tool. The data in the tool is what the Bureau of Labor Statistics assigns to each occupation. The tool is also pulling data from real-time job openings. Eventually education requirements will need to be pulled from BurningGlass to see the data side-by-side. BurningGlass can get as granular as showing what skills are being requested in job postings and the trends with those skills. This is just scratching the surface of the full breadth of the data.
- IDOL is working on how to display career pathways.
- It is exciting to see the data coming together.

**Age of Agility Debrief**
It was nice to hear the Governor bring up the issue of how Idaho is going to address providing childcare while the parents are working. The first workshop with Tony Wagner and Tim Taylor was very thought provoking.

**Discussion:**
The morning session with Mr. Wagner and Mr. Taylor was great. Competencies, critical skills, and credentialing are the way of the future. The model of education is changing. To keep up with the jobs available, it is important to begin rethinking the way Idahoans are being trained. It is nice to see someone from that level of education promoting the changes needed in education. Traditional education is changing. Idaho needs to think about skills and competency-based learning.

It was interesting to hear Mr. Wagner and Mr. Taylor talk about workforce competencies related to behavior. They posed a question about what role we play in moving from the industrial model to the innovation model. The Council is encouraging this move and might have more opportunities to keep moving it forward. The Council should look at how this might be integrated into our strategy.

It is great to hear the acknowledgement of the work that the WDC is doing and where the WDC can shift things. The employer desire for professional skills was a big theme. As the WDC and other entities work on Idaho programs, it is important to ensure the skills are being intentionally imbedded into them on the technical side of things. The WDC needs to be intentional and completing work that meets employer needs.

COVID-19 has shown where there are gaps in the workforce.
On November 1, IPTV will be airing a short version of Age of Agility followed by a panel of Legislators talking about and reacting to the future of work and education. The full recording of Age of Agility is on the WDC’s Facebook page. IPTV will provide links to each Age of Agility presentation so they can be watched independently.

Broadcast version: Link to 30 minute Age of Agility
Legislative Panel: https://www.youtube.com/watch?v=T6jeXR2NjjA
Opening and Governor’s Keynote Address: https://youtu.be/Pod5WIOjCXg
Tony Wagner and Tim Taylor: https://youtu.be/D08yDfPwzvE
Building Our Own Workforce: https://youtu.be/a-73tQ_C3Vg
Work Based Learning with Marie Price, Crystal Zmak and Sean Kelly: https://youtu.be/lvgyyCCYmkk

Chair Report
Ms. Hoehne was able to attend a meeting hosted by the National Governor’s Association (NGA). The perspective she received was eye opening. Idaho has a big advantage with the structure of the WDC and the WDC staff.

NGA is helping drive Governor’s visions of what workforce development should be in each state. They are going to help create the policy and provide technical assistance to support initiatives and policies. NGA can provide ad hoc research and memos. If the WDC has any policy ideas, it is a good idea to reach out to NGA for support.

Not every state was represented at the meeting. About 25 of the states were represented. The overwhelming issues each state is facing is the lack of employees and employees not wanting to come back to work.

One of the workshops was about the private, public role of community colleges. Idaho has done a lot with cybersecurity. Intel and Maricopa County are the first entities to provide an Associate degree in artificial intelligence (AI). Intel has created a modular program and any entity can take the modules and utilize them. The key is finding a good instructor. AI degrees do not require a lot of prerequisites that an engineering program might require. This opens the door to many different types of students to qualify for these programs. AI is data management and data mining. Every employer is managing data constantly and having the ability to use AI is invaluable.

Amazon Web Services provided a presentation. Idaho will be the second state to have AWS training. Amazon does everything in one place and pays 100% of the tuition for the program at the community colleges. CWI has AWS courses starting November 9, 2021.

At the conference, there was a panel on childcare. Ms. Hoehne would like to share the information with the Governor’s Office.

Many of the other workforce boards Ms. Hoehne talked to are focused solely on WIOA. They are structured to administer WIOA, compliance, etc. These boards do not have a training fund that Idaho
funded separately to allow for grants. They do not have the same energy as Idaho. Their members are on the board for many years and have very routine committees (strategy, finance, etc.). Only a small portion of the board works on the strategies and the board is heavily lead by the agency. Idaho’s workforce board is built very differently and is very beneficial to Idaho. Idaho has a great council and engaged members. The other boards want to learn from Idaho on how our board functions and how to engage their board members. The other boards liked how interactive the WDC meetings are and how engaged our members are. Idaho is far ahead in how the workforce board is modeled for such a small state. Idaho also has a person representing individuals with disabilities on the council (many other states do not have a dedicated seat for this).

The WDC has done a lot but there is more that can be done for Idaho’s workforce. The WDC can make a big difference to Idaho’s workforce and employers.

A couple innovative ideas Ms. Hoehne gathered from the conference:

- Data trust – mechanism, legally binding process to allow data to be collected, analyzed, and reported between agencies.
- STEM Signing Day for High School graduates. Those who are going into a STEM degree would have a signing day (like individuals going on to college sports).

Break: 10:15 a.m. – 10:30 a.m.

Committee Updates/Action Items

*Recommendation on Strategies and Council Member Roles
Ms. Solace reviewed the updated strategies and council member roles. Please see attached packet.

Unanimous consent request by Dr. Clark to approve the Council Strategies as presented. There is no objection.

Unanimous consent request by Mr. Pegram to approve the Council Member roles as presented. There is no objection.

*Financial Assistance for Short-Term Workforce Training (Launch)
Ms. Solace reviewed updates to the Financial Assistance for Short-Term Workforce Training Policy. Please see attached packet.

Discussion:
Is the WDC considering requesting ARPA money to augment the program?
- Ms. Secrist is discussing this with the Governor’s Office. There are no details right now.

Unanimous consent request by Mr. Kolb to approve the Financial Assistance for Short-Term Workforce Training (Launch) Policy as presented. There is no objection.
*Additional Funding for Launch*
Ms. Solace provided an update on Idaho Launch. Please see attached packet.

There is no detailed data yet on the success of the individuals in the Launch program. Ms. Solace is working with IDOL to assess the progress of the program and the success of the participants and anticipates starting to report data in about 6 months. Idaho Launch is not yet a year out from when the first participants completed training.

Discussion:
How does the Council want to move forward with Idaho Launch?
  - The anticipated need to fund Launch for the rest of the year is about $2 million. If the Council feels comfortable, the Council could approve an additional $500,000 to fund Launch between now and December.

Are there any other funds that could support Launch?
  - Launch is designed so that other public workforce program funds are utilized first before Launch funds are committed. If the WDC is able to access ARPA funds, those could be utilized, but not until July 1, 2022. ARPA funds require Legislative approval.
  - There is nothing for this current fiscal year available to augment the program other than an additional obligation from the WDTF.

$500,000 seems like a reasonable request. There are a few larger grant requests still under review at the Grant Review Committee, so it is important to ensure the WDTF is not over obligated.

**Unanimous consent request by Dr. Clark to accept the recommendation to add $500,000 from the WDTF to Idaho Launch for between now and December 31, 2021.**

As Idaho Launch grows, if the WDC decides to limit the amount of funding for Launch, IDOL will need guidance on how to ration the funding, (e.g., by region, first come first served, etc.). If Idaho Launch keeps moving on this trajectory, the Council may need to discuss limiting the Idaho Launch funds.
  - The Policy Committee is looking at the overall policy for the WDTF programs and how things can be prioritized so the WDC does not have a large fund balance. The Committee can look at the Launch policy and determine if shifts need to be made.

**There is no objection.**

*Youth Services Priorities Policy*
Ms. Donnellan reviewed the Youth Services Priorities Policy. Please see attached packet.

**Unanimous consent request by Ms. Donnellan to approve the WIOA Youth Services Priorities Policy as presented. There is no objection.**
*WIOA Funding Distribution Policy – Align with Federal Fiscal Year for Adult & DW and mid-year adjustments*

Ms. Donnellan reviewed the WIOA Funding Distribution Policy. Please see attached packet.

Discussion:
Where do the funds go and who is spending them?
  - For the youth programs, IDOL spend the funds. WIOA funds come in three distinct groups: Youth, Adult, and Dislocated Worker. IDOL deliver services for Youth. Equus is the new service provider for Adult and Dislocated Worker programs.

Unanimous consent request by Ms. Donnellan to approve the WIOA Funding Distribution Policy as presented. There is no objection.

Shoshone-Bannock Tribes Update

The Council members have been challenged multiple times to speak to organizations about the opportunities within workforce development. In February 2021, Ms. Fletcher met with the Shoshone-Bannock Tribal Council and talked to them about the WDC initiatives. Following that meeting, the Tribal Council wanted to learn more about the WDC. Ms. Secrist was able to travel to Fort Hall and present on the Council and some of the WDC’s programs. Ms. Fletcher then had the opportunity to meet with Dr. Larry Murillo and Jonathan Braack from the Shoshone-Bannock High School regarding workforce development assistance with apprenticeship programs. On April 22, 2021, the WDC hosted the Tribal Chair, Tribal Secretary, and their Executive Director, along with 8 of their department directors in Boise. Introductions were made to IDOL, Vocational Rehabilitation, CTE, Veterans Services, Idaho STEM Action Center, and the State Board of Education. Each agency was able to share about their programs and services. The Tribal members were also given a tour of the Dennis Technical Center. They were very impressed with the tour of the center and are now looking to establish a technical center in one of their schools.

There are few business opportunities in Fort Hall. There is potential for establishing businesses on the reservation following the establishment of the apprenticeship programs.

The Shoshone-Bannock High School is applying for STEM School recognition. Ms. Secrist and Ms. Fletcher met with the teachers and headmaster and heard their motivation behind creating a new curriculum and how they are making changes to present education and workforce in the school.

It has been great to see the enthusiasm of the Tribal Leaders. All Council members need to take up the challenge to reach out to other organizations to get them involved in the WDC initiatives. All it takes is one conversation.

Discussion:
Mr. Thomsen is working with the Nez Perce Tribe on a few projects. Ms. Secrist has had some collaboration with the Shoshone Paiute Tribe. The WDC staff has a good relationship with the Coeur d’Alene Tribe’s education department. Ms. Secrist and Mr. Long have an open-door policy with them.
Senator Crapo’s Office is going to help the WDC make a connection with the Kootenai Tribe. There is always more the WDC can do but we are making good momentum.

Thank you to Ms. Fletcher for all the work she is doing with the Shoshone-Bannock Tribes and for connecting them with workforce development.

**CTE & SkillStack**
Heather Luchte and Taylor Stump provided an overview of SkillStack. Please see attached presentation.

Discussion:
IDOL has employers who identify that they are in search of employees. How will this interface with IDOL?

- It is a tool that can be integrated into IDOL’s website. Until there were enough individuals in the system who earned badges, SkillStack was not marketed to employers. Now SkillStack is at the tipping point to begin marketing to employers.
- CTE will work with IDOL to ensure that SkillStack is being marketed to employers.

SkillStack looks great and the Council is excited to learn more about the system.

**Lunch: 12:00 p.m. – 12:45 p.m.**

**Workforce Planning Best Practices**
Ms. Morrow shared INL’s workforce projections and workforce planning best practices. Please see attached presentation.

Discussion:
Idaho may see the voluntary attrition increase due to vaccination requirements.

During Age of Agility, ICCU talked about why an individual should work at their institution. Is INL focused on employee experience?

- Because INL’s attrition rates are so low, more of their efforts are focused on moving people into the careers they want who may not have a direct line of sight from their degree path. INL has an internal employee network to help individuals move in any direction they might want to go.
- INL has good employee feedback. The goal is to create career space for their employees.

Does INL have external promotional materials about all the jobs available at INL?

- The goal is to create those materials. INL is working on taking this information and presenting it in a meaningful way to Idahoans. Ms. Morrow has done many presentations on this topic but is looking for other ways to share this information. INL is looking for guidance from the WDC on this.
- INL is working on an interactive webpage to house this information.
- This opens a broader discussion about how Idaho can do a better job in the K-12 system information students of all the jobs available to them.
• A resource needs to be created that give K-12 educators a consistent way to talk about opportunities available at Idaho employers.
  o There are many individuals out there talking about how to use Next Steps and what resources it houses. A Next Steps Advisory Committee has been put in place to ensure we have a feedback loop from employers. The goal is to ensure Next Steps is providing Idahoans with the resource they need.
  o October was declared by the Governor to be Next Steps month.

There is a challenge that students are earning dual credits in High School but are not taking them on to the next level of education. This needs to be a top priority for the WDC on helping students move on and taking their credits with them. Students need to learn the value of the credits they are earning.

• Why are students not taking credits with them?
  o It depends on where in Idaho they live. In the rural areas, some of it is due to family influence. There is concern that if the child goes away to school, they will not come back because there are not many jobs available in their community.
  o COVID has hurt Idaho in terms of impacting family decisions about post-secondary education.

In the 60% goal, it does not say that individual must have a 4-year degree. The message needs to be changed to reflect that it is any education past high school. It has gotten into the minds of Idahoans that an individual only counts towards the 60% goal if they earn a 4-year degree or higher.

Mastery-based education is what Idaho needs to move towards. Students need to demonstrate what they know, understand, and can do. They need to be able to do that on their own time. If High School is redefined, then that will lead directly to where Idaho needs to go.

• The mastery not only needs to be in K-12 school but also in post-secondary education. Industry will need to play a big part in this shift.

**Workforce Development Training Fund Grants – Industry Sector Grant Updates**
Mr. Thomsen provided an overview of industry sector grants. Please see attached slides.

**University of Idaho Co-op Expansion**
Mr. Mangiantini provided an update on the U of I Co-op Expansion. Please see attached presentation.

**College of Eastern Idaho Cybersecurity and/or Welding**
What is the problem CEI is solving with the grant project?
• Both the academic side of CEI and the Workforce Training and Continuing Education division needed additional capacity to accommodate its cyber programs. This grant enabled CEI to gain access to additional computer labs and teaching space designed to support technical capabilities in cyber related programs.

How has the project solved the problem?
• CEI used the Industry Sector grant to create a "Cyber Center" (approximately 8,000 sq. ft.), a dedicated cyber teaching facility to expand the educational opportunities in cybersecurity. The funds were used for the renovation and furnishing of the Cyber Center portion of the building, designed specifically to support multiple use cyber related programs. The new facility includes eight dedicated classrooms/labs and a data center.

• The Cyber Center has enabled CEI to prepare credit students for testing, CEI also provides vouchers for testing for students to obtain certifications and not just stop at program completion.

• The new Cyber Center allows CEI to expand cyber related programs including cybersecurity, networking, advanced computer training and K-12 STEM outreach. There are currently three dual-credit courses offered by CEI and local high schools. In addition to expanding cyber programs, it has facilitated partnerships with other organizations to offer higher level cyber training, such as Promineo Tech, and Cybint -- an internationally known Cyber education organization. The new Cyber Center allows local employers to rent the facility for training specific to their needs in one or more of the eight dedicated classrooms/labs.

• Having this educational facility focused on cyber has enabled the credit side and non-credit side to work more closely together so students can move back and forth from credit courses and non-credit certifications as they move along their career pathway.

• A dedicated Cybersecurity Center is a requirement for the NSA Center of Academic Excellence in Cybersecurity Defense obtained by CEI in September.

• To date, CEI has had 296 outcomes in training completions (passing) and certificates (again not unique individuals). Of those outcomes that have been tracked, there have been 51 certifications.

• CEI has been involved in hosting cybercore summer youth camps for several years as well as hosting the annual conference for BSides (the BSides conference is for sharing security knowledge to anyone wanting to receive it. It is meant to both educate and build relationships among everyone in all security fields). With the opening of the Cyber Center, it has enabled CEI to link these events into its cyber programs.

• As a result of the new Cyber Center and partnering with the Idaho National Laboratory (INL), CEI placed and connected a supercomputer that was donated by INL in the building’s data center. The network and physical infrastructure has allowed the supercomputer to be leverage for a processing and storage cluster for the SOC separate secured network. This also enabled a separate IRON link for the secure network.

Discussion:
Where are the graduates and certificate holders getting jobs?
• One of the challenges CEI has is that it is not a requirement for students to report back to CEI on their employment. Mr. Sneddon will gather some information and get it back to the Council.

Chair's Closing Remarks
The WDC’s next meeting is on December 16 and will be virtual.

Ms. Nielebeck will send out a survey to get feedback on this meeting.

A proud partner of the american job center network
Ms. Hoehne asked what the Council members will take away from this meeting?

- There is a lot of value on the updates of the WDTF programs. From an outreach point of view, it is great to see the impact the WDC is making.
- The support from the whole Council to go forward with Launch is a testimony to our commitment to all levels of workforce development.
- It was great to hear from Ms. Morrow on what INL’s needs are.
- There is still a lot of work to be done and challenges the WDC is facing.
- It was interesting to hear how the Idaho WDC compares to other workforce boards around the nation. It is nice to hear that Idaho is a good example.
- It will be exciting to see what the future of apprenticeships will look like.

Unanimous consent request by Mr. Kolb to adjourn. There is no objection.
Adjourned at 2:11 p.m.