

**BRAD LITTLE**  
GOVERNOR

**Wendi Secrist**  
*Executive Director*



**Deni Hoehne**  
*Chair*

**B. J. Swanson**  
*Vice Chair*

## **WORKFORCE DEVELOPMENT COUNCIL**

317 West Main Street, Boise, Idaho 83735-0510

### **Workforce Development Policy Committee Minutes**

**Date:** Tuesday, August 27, 2021

**Time:** 2:00 PM – 3:00 PM

**Committee Members:** BJ Swanson, Christi Gilchrist, Clay Long, ~~Hope Morrow~~, Jani Revier, Jason Hudson, John Smith, Lori Barber, ~~Scott Syme~~, Sean Coletti, Todd Schwarz, Tom Kealey, Tom Schultz

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

**Guests:**

**Call to Order at 2:00 p.m.**

**Roll Call** – Quorum Met

#### ***Review Agenda***

Ms. Secrist requests that the Committee review the action items first to ensure that we have quorum for those items.

#### ***Review July 20, 2021 Meeting Minutes***

**Motion by Mr. Long to approve. Second by Ms. Barber. Motion carried.**

#### ***Launch Course Updates***

#### **Financial Assistance for Short-Term Workforce Training Policy Updates/Udemy License Cost**

Ms. Solace reviewed the edits to this policy. Please see attached document.

Discussion:

The Udemy licenses cost \$49 per individual.

The proposed changes are just administrative refinements to administrative operations with the exception of making the Udemy benefit not subject to the lifetime benefit.

**Motion by Mr. Schwarz to recommend changes to the Council. Second by Mr. Smith. Motion carried.**

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### **Course Cost Changes**

Ms. Solace completed an audit with all the workforce training centers and private providers to find out if there were course cost changes. There were quite a few.

In the future, Ms. Solace would like to discuss price changes with the Committee and how WDC staff might handle those moving forward.

Discussion:

It might be beneficial to put in a percentage change or dollar amount in the policy to enable staff to move quickly on some of the items without having to go to the Committee.

Perhaps the providers can agree that they won't change the price for a quarter, or if they want to increase the price they will need to submit for this.

- This is something that will not work for institutions as many short-term trainings have to cover the cost of the class being offered.

Maybe we can require notification of changes on a regular basis and then do a review on an annual basis and if the price increased by a certain percentage they will need to be approved again. We do have a responsibility to monitor this.

Our top priority is to get them into a training program without creating barriers through administrative processes.

The CWI Construction Career Launcher went up significantly.

- The program originally was developed and paid for by AGC and now they have to charge full tuition to sustain the program.

Ms. Solace and Ms. Secrist will come up with financial models to present to the Committee at the next meeting.

### **Launch Course Approvals**

Ms. Solace reviewed the Launch course changes. Please see attached list.

Several physician offices are doing their own training for dental assisting. Individuals do not need an external certificate to work in that field. CWI and CEI are both struggling with this same issue. CWI ended up disbanding their program in their workforce center. They still have a credit program. CSI is having similar issue with medical assisting. The ISU center is working with the Shoshone Bannock tribe and dental assisting is one of the areas they are working on with them.

Does NIC have an EMT course on the Launch list?

- NIC has not requested that the EMT course be added to Launch. They will need to make the request and the Committee can consider it next month.

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Where is Idaho CDL?

- They are located in Boise. They are one of the CDL providers approved to offer courses through Launch. Most of their prices increase by \$10.

**Motion by Ms. Revier to approve the Launch Course List as presented. Second by Mr. Kealey.**

Mr. Schwarz, Ms. Barber, and Ms. Gilchrist abstain.

**Motion carried.**

### ***Eligible Training Provider Reporting***

Once a year the training providers that are approved under WIOA have to submit their performance reporting data. IDOL goes through a process to recertify them which happens every July or August. This is the first year where we have gotten the majority of the data in. The training providers have been working through the processes to collect the data and submit it. Ms. Secrist wants to talk through some of the challenges and get a sense as to whether the Committee wants to make a recommendation on what happens if they do not submit data.

Ms. Secrist provided an overview of the ETP Policy and the FY21 data preliminary results. Please see attached presentation.

Discussion:

Is there a date to resign the data sharing agreement?

- No, the data sharing agreement is signed when they apply to be on the eligible training provider list. They are agreeing that they will provide the data when they sign up.

CWI does not collect Social Security numbers for course delivered by third-party vendors. If the Committee decides to remove entities that do not submit data then the workforce training center would have to ask to have those offerings removed.

It is real a challenge to think that the workforce training centers would not be on the ETP list because it really limits choices provided to Idahoans. We do now have Launch which helps, but we want to have good options on the ETP list and removing the entities that did not get their data in this year would limit that list. If we only have the private providers it not only limits the scope of training but it also in some case the price is significantly higher than what it would be for a similar program through a workforce training center.

The five providers that are in the situation of not having been able to submit all of their data are trying to provide the data – they just haven't completely refined their processes. Getting social security numbers is federal requirement as we have to be able to wage-match the individuals who receive training for the performance report.

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20 out of the 22 providers either tried or submitted all of their data. That is a great effort.

It would be nice to give the 5 entities some more time to get through this process and continue working to gather more data.

**Motion by Mr. Schwarz to let the WDC Staff continue to work with the ETP providers over the next year before making any policy changes. Second by Ms. Barber. Motion carried.**

### ***Potential WDTF Employer Grant Policy Changes***

This has been a hot topic among the Council and a few other Committees. At the joint Grant Review and Policy Committee meeting many topics were discussed around employer grants.

Ms. Secrist reviewed the current status of the WDTF and WDTF employer grant discussion priorities. Please see attached presentation.

### **Discussion**

With the decrease in the WDTF balance the process is going to be more competitive and the policy needs to support providing grants to the projects with the best return on investment.

We do not want to cut out employer grants out entirely because we have seen some great outcomes. We have the ability to look at past grants and figure out if they are being effective.

Is there a sense for the role that the employer grants play in business attraction?

- Commerce does talk about the program when discussing Idaho with businesses. It is in their toolkit but they also use a lot of other incentives. There are many other grants that are more at the top of the list for incentives.

There is concern around the maximum amount of employer grants. It might make more sense to base the maximum amount on the balance in the WDTF rather than put a cap on all employer grants. We could also look at utilizing a pool of funds for employer grants. Or, we could make it a competitive situation where we have a couple deadlines a year for employers to submit applications and then the Committee reviews them and pick the ones that bring the best benefit to Idaho.

The Committee would like to place a cap on the frequency employers come back to the WDTF for funding.

- We want to ensure we are not limiting employers who growing rapidly.
  - It does not seem like we want to stifle that but when we look at how much they are paying into the fund vs how much they are receiving. It is not a big return on investment.
- Maybe a lifetime cap (e.g., an employer cannot receive more than \$x amount in their lifetime) would address both the frequency and maximum amount for the grants.

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- A cap could be a percentage of the fund. Instead of capping at \$500K or \$1 million, the cap could be no more than x% of the fund balance to any one company.

The Committee would like the WDC Staff to create a few employer grant models based on the above discussion for the Committee to review at the next meeting.

**Motion by Mr. Schwarz to adjourn. Second by Mr. Kealey. Motion carried.**  
**Adjourned at 3:00 p.m.**