

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, June 15, 2021

Time: 2:00 PM – 3:00 PM

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

Staff: Wendi Secrist, Matthew Thomsen, Amanda Ames, Jeffrey Bacon, Caty Solace, Jean Millheim

Guests:

Call to Order at 2:03pm

Roll Call – Quorum met

Review Agenda – No changes to the agenda

Review May 27, 2021 Meeting Minutes

Motion by Ms. Barber to approve the May 27, 2021 meeting minutes as written. Second by Mr. Schwarz. Motion carried.

Launch Training Provider Assessment Tool

Ms. Solace reviewed the assessment tool for Committee. The tool allows the council to retain decision making for use of the WDTF, matches employer identified skills to training, supports WDC strategies, values existing state resources, and uses limited staff time efficiently when evaluating Launch program providers.

Motion by Mr. Schwarz to approve the Launch Training Provider Assessment Tool as presented. Second by Mr. Kealey. Motion carried.

Launch Course Requests

Ms. Solace gives an overview of three courses that are up for approval before the Committee: Phlebotomy, Substance Abuse Counselor, Pharmacy Technician. These courses fit the need and have merit based on the assessment tool.

Discussion:

Are there any concerns from staff about these courses?

- These are needed skills, and they match up with very specific jobs.

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Motion by Mr. Schwarz to approve the addition of Phlebotomy, Substance Abuse Counselor, and Pharmacy Technician to the Idaho Launch Course List. Second by Mr. Kealey.

Ms. Gilchrist abstains

Motion carried.

FY22 Launch Budget Request

Pending approval, the request will be presented to the full Council in July. Budget request for FY22 for LAUNCH is \$1,500,000. This would allow for 600 participants with an average training cost of \$2,400 each which is the average to date, and includes the administration fee for career planning services, and up to \$30,000 for outreach.

Discussion:

The Committee discusses what safety nets are in place for investing money in these trainings in case the jobs might not be filled on a long-term basis.

One safety net we have is that all the recipients are connected with the Idaho Department of Labor for involvement this program.

The Committee discussed the demand around the state for CDL jobs but wants to watch the data to know whether the trainees keep the jobs filled long term.

There is no shortage of federal funds to keep short term workforce training moving forward but that it certainly depends on each institution and how they would prefer to utilize those funds.

The administrative cost of \$50 per person to enroll for the program may not be enough to cover the costs and may increase later.

Motion by Ms. Revier to recommend approval of the FY22 Launch Budget as presented to the full council. Second by Ms. Barber. Motion carried.

Changes to Innovation Grant to Support WBL

Ms. Secrist discussed the proposed updates to the work-based learning effort through the WDC Innovation Grant. The changes requested support the goals of the Innovation Grant program. The proposed efforts for WBL fit into the goals of the Innovation Grant. The limitation of the innovation grants is that they are capped at \$25,000.

The proposed change would be adding language to the effect of "applicants may request in excess of \$25,000 in support of or to scale up work-based learning efforts."

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Discussion:

There is no upper limit mentioned for the amount to request and no guidance on what “allowable expenses” would be for WBL efforts.

- There are some parameters in place for those “reasonable expenses”, but that the idea of the Committee to begin with was to leave it more broad than restrictive to be able to be more flexible with funding.

Motion by Mayor Coletti to recommend approval of the changes to the Innovation Grant Policy to support WBL as presented to the full council. Second by Mr. Schwarz. Motion carried.

Joint Grant Review & Policy Committee – Agenda Items

The Committee brainstormed ideas for the joint Grant Review and Policy Committee meeting.

Discussion:

- A report for newer members as to where the dollars are going.
- A report detailing which grantees are not spending the money in a timely manner. How can staff and the Committees ensure that the projects that they are approving are more shovel ready and able to spend the money when approved.
- A discussion about what policies are difficult for the Grant Committee to work with.

Adjourned at 2:58pm