

**BRAD LITTLE**  
GOVERNOR

**Wendi Secrist**  
Executive Director



**Deni Hoehne**  
Chair

**John Young**  
Vice Chair

## WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

### One-Stop Committee Meeting Minutes January 11, 2022

**One-Stop Committee Members:** Jane Donnellan, Terry Butikofer, ~~Beth Cunningham, Korene Gonzalez, Admir Selimovic, Adrian San Miguel~~, Kristyn Carr, Amelia Valasek, Sarah Buenrostro (5)

**Guests:** Wendi Secrist, Paige Nielebeck, Sarah Nash, Caty Solace. Matthew Thomsen

**Staff:**

**Called to Order at 10:32 a.m.**

**Welcome**

**Roll Call** – Quorum Met

#### **Review Agenda**

Ms. Secrist will provide an update on the WDC budget during the Good Jobs Challenge update.

#### **\*Approve December 14, 2021 Meeting Minutes**

**Motion by Mr. Butikofer to approve the December 14, 2021 meeting minutes as written.**

**Second by Ms. Carr. Motion carried.**

#### **One-Stop Operator Update**

#### **Data Labs Project**

A workshop was held on biases in data collection. For Idaho, this is a little less connected to our project, but the team was able to think about how people get referred to programs and ensuring there are not biases during intake.

Friday the Idaho and Mississippi teams are meeting to share information. This is a great learning opportunity. The Idaho team is hoping to meet with Nebraska as well.

February's focus will be on community engagement and how to get buy-in on the project.

### **Statewide Meeting**

The invites have gone out for the two optional morning sessions and for the full meeting. If someone did not receive the invite, please have them reach out to Ms. Nash.

### **Business Services**

Equus is hosting a business services training this week.

### **EO Survey**

Ms. Nash will send out the template for the new EO survey at the end of this week.

Discussion:

Amy Hohnstein from IDOL had asked to meet with Ms. Wolff at DHR to discuss everyone's roles in the EO survey process. Ms. Secrist and Ms. Hohnstein met with Ms. Wolff on Friday and talked about the need for training. DHR is going to have a new position that will focus on EO and ADA compliance. Ms. Wolff will remain the state EO Officer. Training is a priority. Staff needs training on ADA compliance and digital accessibility.

### **WDC Budget Update**

Ms. Secrist reviewed the Governor's recommendations for the WDC budget. Please see attached document.

### **Good Jobs Challenge**

Ms. Secrist reviewed the Good Jobs Challenge application. Please see attached document.

Discussion:

It is important that staff is being notified of the tools that are being created or were created for these projects (e.g., in-demand occupations tool). Training to use the available tools should be part of onboarding for new employees. It would be great to get training out to the libraries. Videos are being created to help train staff on using Next Steps.

### **Idaho 2022 WIOA State Plan Update – Economic & Workforce Analysis**

Ms. Secrist provided an overview of the Economic & Workforce Analysis and Section II. of the WIOA State Plan 2022 update. Please see attached document.

Discussion:

What is the unemployment rate for women?

- The unemployment rate for females is 4.2%.
  - How does this number compare to the labor force in general? If 62% of unemployed individuals are male, does that align with the general data?
    - Ms. Secrist will ask IDOL to add some context to this section.
    - Ms. Secrist will also inquire about adding wage growth data.

There are edits that need to be made to the VR section of the workforce development activities. The changes will be sent to Ms. Nielebeck.

Ms. Solace needs to make a few updates to the strategies section.

The Libraries were selected to head up the Digital Inclusion Plan and are the recipient of \$3.5 million to make spaces for telehealth appointments, telework, etc.

The Libraries are also working on a state access plan to get internet out to Idaho communities. The libraries' roles will be focused on more of the human elements. They will be hosting some stakeholder interviews and getting together with partners to assess what needs they have in terms of the digital divide. It will be important to identify what is prohibiting underserved populations from accessing virtual options. Ms. Valasek will draft some language to include in the state plan on this topic.

**Motion by Ms. Valasek to adjourn. Motion carried.**

***Adjourned at 11:37 a.m.***