

BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

John Young
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

514 W. Jefferson St., Boise, Idaho 83720

Date: Wednesday, September 21, 2022

Time: 8:00 a.m. – 4:15 p.m. Pacific

Location: Lewis-Clark State College
Williams Conference Center
500 8th Ave.
Lewiston, ID 83501

WORKFORCE DEVELOPMENT COUNCIL AGENDA

***Action Required**

8:00 – 8:15 am	Welcome	Deni Hoehne, Chair
	<ul style="list-style-type: none">• Cynthia Pemberton, LCSC• Roll Call & Introductions• *Review/Approve Agenda• *Approve Minutes from June 8, 2022 Meeting	
8:15 – 8:45 am	Budget Report	Wendi Secrist
	<ul style="list-style-type: none">• FY24 Budget Request• Launch Update	
8:45 – 9:00 am	Council Member Hub	Caty Solace
9:00 – 9:45 am	Innovative Workforce Development Alliances	Tom Phillips, former CEO, Capital Workforce Partners
9:45 – 10:00 am	Break	
10:00 – 11:00 am	Breakout Groups	
11:00 – 12:00 pm	ARPA & Other Updates	
	<ul style="list-style-type: none">• *Child Care Expansion Grant Policy Update• CNA Advisory Committee• Talent Pipeline Management• *One Stop Committee AJC Branding Policy• *Policy Committee Preceptor Incentive Policy	<p>Sarah Griffin, Child Care Committee Chair</p> <p>Jeff Greene, CNA Advisory Committee</p> <p>Matthew Thomsen & Dodd Snodgrass</p> <p>Jane Donnellan, One-Stop Committee Chair</p> <p>Wendi Secrist</p>

12:00 – 1:00 pm	Lunch	
1:00 – 1:45 pm	WDTF Updates <ul style="list-style-type: none"> • North Idaho College • Lewis Clark State College 	Matthew Thomsen Vicki Isakson Jeffrey Ober
1:45 – 2:45 pm	Forest Products Industry Deep Dive <ul style="list-style-type: none"> • Greg Latta, University of Idaho • John Larson, M. John Larson Logging • Jesse Short, Idaho Forest Group • Matt Van Vleet, Clearwater Paper 	Facilitated by Wendi Secrist
2:45 – 3:00 pm	Break	
3:00 – 3:30 pm	Chair's Report Executive Director's Report	Deni Hoehne, Chair Wendi Secrist
3:30 – 4:00 pm	Council Member Roundtable	All
4:00 - 4:15 pm	Chair Closing Remarks	Deni Hoehne, Chair
4:15 pm	Leave for Schweitzer Career Technical Education Center Tour	
5:30 pm	Joint Reception with CTE Connect	

Reasonable Accommodations for Persons with Disabilities: Please send requests three days prior to the meeting to Paige Nielebeck, Idaho Workforce Development Council, 208-488-7567, or paige.nielebeck@wdc.idaho.gov.

June 8, 2022
Meeting Minutes

BRAD LITTLE
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WORKFORCE DEVELOPMENT COUNCIL

317 West Main Street, Boise, Idaho 83735-0510

Meeting Minutes

Date: Wednesday, June 8, 2022
Time: 8:30 a.m. – 4:30 p.m. (Mountain Time)
Location: State of Idaho Chinden Campus

Council Member Attendees: Deni Hoehne, Anna Almerico, ~~Audrey Fletcher~~, Ben Davidson, ~~Brian Cox~~, Clay Long, Daniel Puga, ~~David Hannah~~, ~~Donna Butler~~, Hope Morrow, Jake Reynolds (proxy for Tom Kealey), ~~James Pegram~~, James Smith, Jane Donnellan, Jeff Greene, Jennifer Palagi, ~~Joe Maloney~~, John Young, Kelly Kolb, Kristyn Carr (proxy for Jani Revier), ~~Linda Clark~~, Linda Montgomery (proxy for Lori Barber), Liza Leonard, Marie Price (proxy for Tom Schultz), Marilyn Whitney, ~~Matt Van Vleet~~, Michelle Stennett, ~~Oscar Evans~~, Russell Barron, Sarah Griffin, ~~Scott Syme~~, Sean Coletti, ~~Sherry Maupin~~, ~~Steven Laing~~

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

Guests: Alyssa Hudman, Gina Robison, Maureen O'Toole, Summer MacDonald, Amelia Valasek, Terry Butikofer, Christi Gilchrist, Marilyn Sword, Beth Cunningham, Abby Edgar, Matt Farina

*Workforce Development Council is hereafter referred to as WDC.

Call to order at 8:30 a.m.

Roll Call/Introductions

****Review/Approve Agenda***

Unanimous consent request by Senator Stennett to approve the agenda as presented. There were no objections

****Approve Minutes from March 16, 2022 Meeting***

Unanimous consent request by Senator Stennett to approve the March 16, 2022 minutes as written. Second by Mr. Greene. There were no objections.

Youth Apprenticeship Update

Ms. O'Toole provided an update on IBE's Youth Apprenticeship program.

Discussion:

What is the goal?

- The overall goal is 400 apprentices. The secondary goal is to support 800 individuals who may or may not enter an apprenticeship.
- The original goal was to have 300 employers participate but employers may take more than 1 apprentice. Having 50-60 employers that take multiple apprentices is more efficient.

Youth require a very clear and visible pathway into apprenticeship. The person onboarding the apprentices also needs to know the work that goes into an apprenticeship.

- Idaho Forest Group has a great "train the trainer" program to prepare mentors for apprentices.
- Boot camps for the youth can help ease them into their apprenticeship.
- Does IBE provide training to prepare smaller employers to mentor apprentices?
 - There is an online program through IDOL for this.

A lot of the people around the state still do not know about the program. Does IBE go around the state to bring info to employers/job fairs?

- IBE has business services people across the state. They have met with over 1,000 employers on apprenticeships.
- Last year, IBE did an apprenticeship bootcamp for employers to attend to learn about what an apprenticeship is.

Incumbent workers can become apprentices. It does not have to be a new employee. Launch can help with some of the costs of the training.

Idaho employers can hire 16-year-olds. They are even allowed to work in the construction trades. There are a few industries they are not able to work in, but most have to do with driving trucks. There is a 17.7% unemployment rate for 16–19-year old's looking for work which provides a huge opportunity to create pathways for these ages.

Digital Inclusion Study

Ms. Valasek presented in ICFL's Digital Inclusion Study. Please see attached document.

Discussion:

The capacity for certain libraries to handle something like this might be low. How are the libraries generally handling this?

- There are some resources available to them.
- The Digital Inclusion Plan is happening at the state level and that won't necessarily be a burden on local libraries. This is an opportunity to find out what libraries need. The state might be able to provide funding for things like computers, etc.

- The state is working on getting broadband out to the libraries. Often libraries have better or more reliable broadband than households. ICFL facilitates reimbursement for broadband internet expenses. That is primarily federally funded but there is some state funding.
- The tricky part is libraries are locally run. It is up to the community how much funding the libraries receive. ICFL can give them grants but the libraries still have budgets. It is important to advocate for them.
- It is great to see that libraries are creating a place where individuals can get help. The libraries are important to the older and younger generations.
- The libraries are an opportunity for us to connect with the youth.

Budget Items

Budget Update

WORKFORCE DEVELOPMENT COUNCIL Fiscal Year 2022 Budget For the Period July 1, 2022 - May 31, 2022

WDTF				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 403,100	\$ 360,240	\$ 72,630	89%
Personnel	\$ 403,100	\$ 360,240	\$ 72,630	89%
Administrative Services & Supplies	\$ 6,000	\$ 3,559	\$ 3,929	59%
Communication Costs	7,500	10,070	(1,630)	134%
Computer Services & Supplies	26,500	18,163	9,395	69%
Contracts, Events & Other Council Activities	528,500	406,141	231,334	77%
Employee Development, Memberships & Subscriptions	7,500	9,587	(2,087)	128%
Employee Travel Costs	14,900	9,234	6,703	62%
Rentals & Operating Leases	8,500	7,671	1,602	90%
Government Overhead & Insurance	3,000	2,732	2,817	91%
Operating Budget	\$ 602,400	\$ 467,158	\$ 252,063	78%
Grand Total	\$ 1,005,500	\$ 827,398	\$ 324,693	82%

Trustee and Benefits	Beginning Balance	Disbursements	Ending Balance
Grant Reimbursement(s) Spending Authority	\$ 11,750,000	\$ 4,179,350	\$ 8,217,629

WDTF Financial Summary	
WDTF Cash Balance 4/1/2022	\$ 13,973,418
Revenue	998,547
Interest	6,645
Payments	794,240
WDTF Cash Balance 4/30/2022	\$ 14,184,370
Obligated Employer Grants	\$ 1,715,160
Obligated Industry Sector Grants	5,940,212
Obligated Innovation Grants	1,059,632
*Obligated Outreach Projects & Allocated Budget	530,365
**Short Term Financial Assistance Program	2,584,189
FY22 WDTF Admin Costs	467,158
Obligated Balance	\$ 12,296,716
Unobligated Balance	\$ 1,887,654
Proposals Under Review	70,000
Unobligated Balance if all funded	\$ 1,817,654

WDTF Revenue			
Month	Transfer In	Interest	Collection Cost
July	\$ 232,883	\$ 3,453	\$ -
August	779,173	3,331	-
September	5,115	3,430	-
October	-	4,040	-
November	865,303	4,170	57,072
December	15,741	3,660	-
January	187,079	3,632	-
February	532,462	3,582	13,178
March	12,533	3,798	-
April	242,610	5,000	-
May	998,547	6,645	65,322
June	-	-	-
FY22 Totals	\$ 3,871,447	\$ 44,740	\$ 135,571

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

**Includes all Launch funding made available for FY22.

WORKFORCE DEVELOPMENT COUNCIL

Fiscal Year 2022 Budget

For the Period July 1, 2022 - May 31, 2022

WIOA				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 98,800	\$ 92,425	\$ 6,375	94%
Personnel	\$ 98,800	\$ 92,425	\$ 6,375	94%
Administrative Services & Supplies	\$ 1,000	\$ 170	\$ 830	17%
Communication Costs	-	-	-	0%
Computer Services & Supplies	-	-	-	0%
Contracts, Events & Other Council Activities	31,425	16,042	15,383	51%
Employee Development, Memberships & Subscriptions	17,575	13,391	4,184	76%
Employee Travel Costs	-	1,078	(1,078)	0%
Rentals & Operating Leases	-	-	-	0%
Government Overhead & Insurance	-	-	-	0%
Operating Budget	\$ 50,000	\$ 30,682	\$ 19,318	61%
Grand Total	\$ 148,800	\$ 123,107	\$ 25,693	83%

YARG				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 82,500	\$ 76,932	\$ 5,568	93%
Personnel	\$ 82,500	\$ 76,932	\$ 5,568	93%
Administrative Services & Supplies	\$ 440	\$ 16	\$ 424	4%
Communication Costs	360	330	30	92%
Computer Services & Supplies	300	613	(313)	204%
Contracts, Events & Other Council Activities	26,400	23,400	3,000	89%
Employee Development, Memberships & Subscriptions	1,000	-	1,000	0%
Employee Travel Costs	1,500	-	1,500	0%
Rentals & Operating Leases	-	-	-	0%
Government Overhead & Insurance	-	-	-	0%
Operating Budget	\$ 30,000	\$ 24,358	\$ 5,642	81%
Grand Total	\$ 112,500	\$ 101,291	\$ 11,209	90%

Trustee and Benefits	Beginning Balance	Disbursements	Ending Balance
Grant Reimbursement(s) Spending Authority	\$ 636,500	\$ 439,330	\$ 197,170

*FY23 Operating Budget

WORKFORCE DEVELOPMENT COUNCIL FY23 Operating Budget Proposal

State Expenditure Category	WDTF		WIOA		YARG		ARPA WT	ARPA Child Care	CNA Study	Total	
	FY23	FY22	FY23	FY22	FY23	FY22	FY23	FY23	FY23	FY23	FY22
Salary & Benefits	\$ 480,800	\$ 403,100	\$ 104,300	\$ 98,800	\$ 89,000	\$ 82,500	\$ 123,600	\$ 166,600	\$ -	\$ 964,300	\$ 584,400
Personnel	\$ 480,800	\$ 403,100	\$ 104,300	\$ 98,800	\$ 89,000	\$ 82,500	\$ 123,600	\$ 166,600	\$ -	\$ 964,300	\$ 584,400
Administrative Services & Supplies	\$ 6,000	\$ 6,000	\$ 1,000	\$ 1,000	\$ 675	\$ 440	\$ 1,000	\$ 1,000	\$ -	\$ 9,675	\$ 7,440
Communication Costs	11,349	7,500	-	-	360	360	970	970	-	\$ 13,649	7,860
Computer Services & Supplies	26,100	26,500	-	-	24,100	300	6,076	6,076	-	\$ 62,352	26,800
Employee Development, Memberships & Subscriptions	7,250	7,500	17,575	17,575	1,000	1,000	-	-	-	\$ 25,825	26,075
Employee Travel Costs	18,000	14,900	-	-	1,500	1,500	-	-	-	\$ 19,500	16,400
Contracts, Events & Other Council Activities	232,551	528,500	31,425	31,425	2,365	26,400	625,000	4,000	125,000	\$ 1,020,341	586,325
Rentals & Operating Leases	61,000	8,500	-	-	-	-	2,954	2,954	-	\$ 66,908	8,500
Government Overhead & Insurance	6,750	3,000	-	-	-	-	-	-	-	\$ 6,750	3,000
Operating	\$ 369,000	\$ 602,400	\$ 50,000	\$ 50,000	\$ 30,000	\$ 30,000	\$ 636,000	\$ 15,000	\$ 125,000	\$ 1,225,000	\$ 682,400
Grand Total	\$ 849,800	\$ 1,005,500	\$ 154,300	\$ 148,800	\$ 119,000	\$ 112,500	\$ 759,600	\$ 181,600	\$ 125,000	\$ 2,189,300	\$ 1,266,800

Trustee and Benefits	WDTF		WIOA		YARG		ARPA WT	ARPA Child Care	CNA Study	Total	
	FY23	FY22	FY23	FY22	FY23	FY22	FY23	FY23	FY23	FY23	FY22
Grant Reimbursement(s) Spending Authority	\$ 7,684,500	\$ 11,750,000	\$ -	\$ -	\$ 636,500	\$ 636,500	\$ 24,240,400	\$ 14,818,400	\$ -	\$ 47,379,800	\$ 12,386,500

Discussion:

How many staff are in each category?

- 6 under the WDTF, 1 under WIOA, 1 under YARG, 2 for ARPA Workforce Training, and 2 for ARPA Child Care. There is also an opportunity for an AmeriCorps Vista Volunteer.

Are the ARPA positions limited service?

- The ARPA workforce training positions are budgeted for three and a half years. The funds must be obligated by December 2024.
- The ARPA child care positions are for one year due to the bill being passed as a supplemental.

Do the individuals have to be Boise located?

- The WDC has not expanded to telecommuting individuals but is open to it.

Unanimous consent request by Ms. Leonard to approve the FY23 WDC Operating Budget request as presented. There were no objections.

*Outreach Funding

Mr. Young presented the Outreach Funding Request. Please see attached document.

Discussion:

On the FY23 proposal it shows \$300,000 already dedicated to Next Steps & the Extern Program. Is the \$350,000 additional?

- That is correct. The \$300,000 comes out of the general WDC budget and has for the last few years.

Unanimous consent request by Mr. Davidson to approve the Outreach funding request as presented. There were no objections.

***Leading Idaho Workforce Training Allocations**

Ms. Secrist reviewed the Leading Idaho Workforce Training Allocations. Please see attached document.

Discussion:

The Grant Committee is a very active committee and critical to the council. They ask a lot of questions of each grant and use the rubrics to measure each grant. It is very transparent and effective.

Motion by Ms. Griffin to approve the Leading Idaho Workforce Training Allocations as presented. Second by Ms. Morrow. Motion carried.

***Local Area Set-Asides & Transfer from Dislocated Worker to Adult**

Ms. Secrist reviewed the Local Area Set-Asides & Transfer. Please see attached document.

Discussion:

Motion by Mr. Puga to approve the following with respect to PY22 allocations and PY21 recapture:

- **Set-aside up to \$927,940, as noted above, for PY22 local area activities.**
- **Recapture all eligible PY21 program funds, to be calculated based upon final PY21 expenditures, in accordance with the policy approved on April 7, 2020.**

Second by Mr. Long.

If money is taken away from an area, is there going to be the ability to put fund back into the budget if they need it?

- Every year at the federal level, a certain amount of funding is allocated for the WIOA programs. It goes through formulas that takes into account the State's economy. If Idaho's economy were to suffer then more funding would come to assist the programs, unless Congress defunded the program.

It is going to be important to get more innovative as the WDC continues down this pathway because workforce funding has been declining. Ms. Morrow may want to discuss this further at a future meeting.

Motion carried.

Motion by Ms. Leonard to approve the WDC staff sending the memo to Governor Little requesting the transfer of funds. Second by Mr. Puga.

In the first paragraph it should say how much money will be transferred.

Motion carried.

Policy Committee

Idaho Launch Update

Idaho Launch has continued to see a lot of site visits. To date the site has had 36,202 visitors with an average session of 2 minutes and 25 seconds.

The WDC has obligated \$4,646,600 to Idaho Launch and there are around 1,481 participants. Program registrations are holding strong.

The last time the WDC ran a survey for Launch was in summer of 2020. There were 845 survey responses from industry. Industry was asked to identify skills that they would be hiring for in the next couple of years. The WDC then took those skills and asked workforce training providers to give us a list of courses that could give individuals those skills. This process led to many courses being added to Launch.

This spring, the WDC updated the survey. The results are being analyzed but there were 1,874 responses. This year the survey aligned the industries with the Career Clusters that are being used in Next Steps Idaho to help integrate an individual's career research efforts with the funding opportunities on Launch. The survey once again asked employers to identify skills they would be hiring for, but also asked them to say whether the courses offered on Launch are valuable in their hiring process.

A few initial insights from the survey data include:

- 82% of employer respondents have tried to hire an employee in the last year.
- Most employers are looking for workers who bring a good attitude and a basic skillset to the job. Unless specific training is required, employers value good employees over a credential. When training is required, employers value a college degree, certificate, or apprenticeship very highly.

Discussion:

Ms. Morrow is going to introduce an addendum to the Launch policy to allow ARPA funding to be used for credit programs that train for in-demand occupations. The WDC has set aside \$10 million in ARPA funds for Idaho Launch. The US Treasury will provide guidance on the eligibility for these funds.

***ARPA Addendum for Launch**

Ms. Morrow presented the ARPA Addendum for Idaho Launch. See attached document.

Motion by Ms. Morrow to approve the ARPA Addendum for Idaho Launch as presented. Second by Ms. Price.

Is there a definition of credential?

- It has been left open so it can be defined as a degree or credential.

Motion carried.

***Launch Budget Request**

ARPA funds should cover most Launch participants, but the WDC needs to have some funds for individuals who don't meet ARPA eligibility guidelines.

Motion by Ms. Morrow to set aside \$250,000 for Idaho Launch. Second by Ms. Leonard. Motion carried.

Lunch & Breakout Discussions: 12:00 p.m. – 1:00 p.m.

***Child Care Grant Policy**

Ms. Griffin reviewed the Child Care Expansion Grant Policy. Please see attached document.

Discussion:

Could a bullet point be added that allowed for children up to 18 years old with a disability be added to the policy?

- It would not currently fund families caring for their own children with disabilities.

There would be some work the Council would be doing to connect providers and employers. WDC staff are going to provide a certain level of technical support. The WDC also has great partnerships with other agencies who could help do some of this outreach.

Motion by Ms. Almerico to approve the Child Care Expansion Grant Policy as presented with the addition of serving children with disabilities up to age 18. Second by Ms. Morrow.

Is there any discussion with helping entities to build a business plan?

- In the application process there will be staff resources available to them to help them build this out, along with the SBDC, Women's Business Center and other partners.
- This is another area where WDC staff may come back asking for additional support to provide support for smaller providers.

Motion carried.

One-Stop Committee

***Updates to Youth Incentives**

Ms. Secrist reviewed the updates to the Youth Incentives. Please see attached document.

Discussion:

The request to update the incentives came out of the WDC December meeting. Looking at the policy, it was determined that some of the incentives needed to be updated. The Executive Committee did put a temporary approval in place until the Council could meet again.

Motion by Ms. Donnellan to approve the Youth Incentives as presented. Second by Mr. Davidson.

This was the result of IDOL looking into why youth were not staying engaged.

Motion carried.

***AJC Certification Policy**

Ms. Donnellan reviewed the AJC Certification Policy. Please see attached document.

Motion by Ms. Donnellan to approve the AJC Certification Policy as presented. Second by Mr. Young.

The change to the policy is simply to remove references to Live Better Idaho since it no longer exists. The upkeep of the site was too expensive for Idaho Department of Health and Welfare.

Motion carried.

***Designation of Local Workforce Development Areas Policy**

Ms. Donnellan reviewed the Designation of Local Workforce Development Areas Policy. Please see attached document.

Motion by Ms. Donnellan to approve the Designation of Local Workforce Development Areas Policy as presented. Second by Senator Stennett. Motion carried.

The WDC and IDOL have set a goal to go through the different policies and determine which ones are WDC policies and which ones can be IDOL policies. The Youth Incentives policy will most likely live with IDOL. A list will be created to help know which policies the WDC has to review and approve.

Chair's Report

The council has been pushed to be active in their local areas. Ms. Hoehne has been working to reach out to HR professionals and educate them on the WDC. She was able to present to SHRM. It is important for HR professionals to be knowledgeable about the workforce issues and programs available in Idaho.

Ms. Griffin is part of an HR group of large employers in the Treasure Valley; she asked Ms. Secrist to come and talk to the group about the Child Care program and the other things the WDC is working on. They all seemed very interested.

Ms. Hoehne thanked the Governor for putting together the WDC and trusting the agency to do the work he had envisioned. Thanks also go to the Legislature for supporting the WDC and passing our budget to continue our work. Thank you to the council members who have stepped up to chair committees, for the new programs being put in place, and for agreeing to be on those committees.

Executive Director Report

CNA Study

On November 29, 2021, with support from the Idaho Workforce Development Council, Health & Welfare and Career Technical Education, Senator Lent facilitated a conversation among employers of nursing assistants, educators, and government representatives to identify the critical components of a governance structure. It is evident that the industry (both employers and educators) wants to see improvement in the existing practices, but a clear path forward did not emerge. In addition, the provisions in Idaho Code, Title 67 Chapter 94 may require review by the Occupational and Professional Licensure Review Committee to codify the existing structure and/or an updated structure. It was proposed to create a CNA Advisory Committee to recommend a statutory framework for the governance of nursing assistants in Idaho and the WDC was provided \$125,000 to facilitate it.

The first meeting of the Committee is going to be next Wednesday.

WDC Office Move & Staffing Update

The WDC has 5 new positions they will be hiring for. The WDC staff is moving to the Capitol Annex to allow for more space for these new individuals. A few staff members will move over this week and the rest will follow over the next few months.

Ms. Secrist shared the new WDC org chart. Please see attached document.

Good Jobs Challenge

Ms. Secrist is hoping awards will be announced in July. If the grant is awarded to Idaho, the WDC will need to hire for 2 additional positions.

The WDC applied for, in partnership with ITD, IDOL and the Governor's Office, to be part of an NGA technical assistance program for apprenticeship and pre-apprenticeship for transportation programs. In Idaho last year, there were 550 heavy equipment operator jobs, but only 20 people were trained. This year we are on track to train 60. Part of the challenge is there are no heavy equipment operating training programs in Idaho. Baker Technical Institute (Oregon) brought in their mobile training to a couple places in Idaho. The WDC has been talking to the operator's union, who built a new facility in Spokane, and with the colleges on how to better provide heavy equipment operator training.

WDC staff will present at each of the regional CTE Connect conferences. The first conference is in July in Twin Falls. That is followed by Idaho Falls in August and Lewiston in September.

Ms. Secrist was invited to speak at the Council of Governments West conference. CWI's President will be joining her to talk about transformation in Idaho's education system.

There will be two events for Talent Pipeline Management this summer. One in Pocatello and one in Idaho Falls the first week of August. Regions 5 & 6 are going to be working together on their TPM program and requested assistance getting their program started. The WDC staff is working with local economic development organizations to do TPM kickoff meetings to get employers engaged.

Ms. Solace is beginning work on Age of Agility. The WDC staff and IBE are looking at the 11th or 12th of October. The conference will be in the same format as the past few years. The theme this year is around the idea of success. This will explore what success is for each of the customers (i.e., students, employers, and institutions). More details are forthcoming.

WDTF Updates

Idaho Trucking Association

Mr. Hodges presented on the Idaho Trucking Association WDTF grant. Please see attached document.

Discussion:

Can you get a CDL on just the simulator?

- You can use the truck simulator for part of the requirements.

Mr. Hodges has been encouraging some high schools to offer a CDL course as an elective. When the individual would graduate High School, they would receive the paperwork that would allow them to go get their CDL.

When going to High Schools and other diverse populations how are the students performing?

- Trucking is an industry that hires all sorts of diverse individuals. They generally see more women drive the simulator than men. Women generally score higher as well.

What does ITA recommend for getting individuals into the industry?

- ITA has been focused strictly on high school students. There are members of trucking companies that are part of ITA.
- Most companies have at least 5 trucks a day sitting idle because they do not have drivers. ITA has done job fairs, but it is too expensive to bring the simulator to the job fairs. They may only see a few individuals at a job fair where they see a few hundred at a high school.

It would be nice to have them hand out a Launch flyer to each student who tries the simulator. ITA provide flyers to the students on the next steps to becoming a truck driver.

Next Steps Idaho

Next Steps is built out now and has the functionality that Idahoans need. The focus is now on usage. This year marked a milestone for Next Steps Idaho.

This summer, Next Steps is going to be a top tier sponsor for the Idaho School Administrator's Conference. This allows Next Steps to be represented at the conference and have visibility to the group throughout the year.

Next Steps has seen an increase of 25% in website users and a 36% increase in website sessions. Individuals are averaging 5 minutes and 40 seconds on the site. There was an increase of usage in

Idaho's rural communities (e.g., Bonners Ferry, Rexburg, Orofino, Preston, etc.). Desktop computers remain the primary tool to access the site but there has been a small increase in mobile users. The Future Finder Quiz and Career Cards remain two of the most popular tools on the site.

Ms. Solace reviewed updates to the Next Steps Idaho site.

Discussion:

Ms. Solace requests that each Council member work on getting an organization page in Next Steps Idaho Connections.

How much money did the council invest in Next Steps Connections last year?

- \$150,000 over the course of the next two years, \$75,000 each year.

There are many employers starting to embed career services into their entity. Is there any outreach regarding next steps to that population/those employers?

- It is embedded in the presentations given to employers.

Chair Closing Remarks

Each Council member shared what they learned at the meeting.

It is great to see the work of the WDC making such an impact in Idaho. There are great opportunities coming for the WDC/Idaho.

Parents are looking for this information and the State Department of Education will be looking to see how they incorporate more of these resources into their programs.

September Meeting in Lewiston

The September Council Meeting is going to be hosted in Lewiston at LCSC. The Council will have an opportunity to tour the new LCSC CTE building that the WDC invested funds in. This meeting will be in conjunction with the CTE Connect Conference. The date of the meeting is September 21. Ms. Nielebeck will be sending out more details soon.

Motion by Mr. Kolb to adjourn. Second by Mr. Puga. Motion carried.

Adjourned at 3:37 p.m.

Budget Report

WORKFORCE DEVELOPMENT COUNCIL

Fiscal Year 2023 Budget

For the Period July 1, 2022 - August 31, 2022

WDTF				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 480,800	\$ 76,468	\$ 404,332	16%
Personnel	\$ 480,800	\$ 76,468	\$ 404,332	16%
Administrative Services & Supplies	\$ 6,000	\$ 553	\$ 5,447	9%
Communication Costs	11,349	17,998	(6,649)	159%
Computer Services & Supplies	26,100	4,457	21,643	17%
Contracts, Events & Other Council Activities	7,250	48,929	(41,679)	675%
Employee Development, Memberships & Subscriptions	18,000	-	18,000	0%
Employee Travel Costs	532,551	30	532,521	0%
Rentals & Operating Leases	61,000	773	60,227	1%
Government Overhead & Insurance	6,750	6,460	290	96%
Operating Budget	\$ 669,000	\$ 79,200	\$ 589,800	12%
Grand Total	\$ 1,149,800	\$ 155,668	\$ 994,132	14%

Trustee and Benefits	Beginning Balance	Disbursements	Ending Balance
Grant Reimbursement(s) Spending Authority	\$ 7,384,500	\$ 321,890	\$ 7,062,610

WDTF Financial Summary	
WDTF Cash Balance 8/1/2022	\$ 13,617,607
Revenue	1,152,959
Interest	27,129
Payments	470,917
WDTF Cash Balance 8/31/2022	\$ 14,326,779
Obligated Employer Grants	\$ 1,698,202
Obligated Industry Sector Grants	5,860,731
Obligated Innovation Grants	1,039,066
*Obligated Outreach Projects & Allocated Budget	884,567
**Short Term Financial Assistance Program	1,905,585
FY23 WDTF Admin Costs	589,800
Obligated Balance	\$ 11,977,950
Unobligated Balance	\$ 2,348,829
Proposals Under Review	250,000
Unobligated Balance if all funded	\$ 2,098,829

WDTF Revenue			
Month	Transfer In	Interest	Collection Cost
July	\$ 260,762	\$ 12,231	\$ 42,108
August	892,198	14,898	
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
FY23 Totals	\$ 1,152,959	\$ 27,129	\$ 42,108

*Includes all Outreach funding made available for the Committee to allocate for FY23.

**Includes all Launch funding made available for FY23.

WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2023 Budget
For the Period July 1, 2022 - August 31, 2022

WIOA				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 104,300	\$ 12,217	\$ 92,083	12%
Personnel	\$ 104,300	\$ 12,217	\$ 92,083	12%
Administrative Services & Supplies	\$ 1,000	\$ 86	\$ 914	9%
Communication Costs	-	-	-	0%
Computer Services & Supplies	-	-	-	0%
Contracts, Events & Other Council Activities	31,425	4,654	26,771	15%
Employee Development, Memberships & Subscriptions	17,575	-	17,575	0%
Employee Travel Costs	-	-	-	0%
Rentals & Operating Leases	-	-	-	0%
Government Overhead & Insurance	-	-	-	0%
Operating Budget	\$ 50,000	\$ 4,740	\$ 45,260	9%
Grand Total	\$ 154,300	\$ 16,957	\$ 137,343	11%

YARG				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 89,000	\$ 13,831	\$ 75,169	16%
Personnel	\$ 89,000	\$ 13,831	\$ 75,169	16%
Administrative Services & Supplies	\$ 675	\$ 10	\$ 666	1%
Communication Costs	360	60	300	17%
Computer Services & Supplies	22,100	-	22,100	0%
Contracts, Events & Other Council Activities	1,000	-	1,000	0%
Employee Development, Memberships & Subscriptions	1,500	699	801	47%
Employee Travel Costs	4,365	-	4,365	0%
Rentals & Operating Leases	-	-	-	0%
Government Overhead & Insurance	-	-	-	0%
Operating Budget	\$ 30,000	\$ 769	\$ 29,232	3%
Grand Total	\$ 119,000	\$ 14,600	\$ 104,400	12%

Trustee and Benefits	Beginning Balance	Disbursements	Ending Balance
Grant Reimbursement(s) Spending Authority	\$ 636,500	\$ 50,715	\$ 585,785

WORKFORCE DEVELOPMENT COUNCIL

Fiscal Year 2023 Budget

For the Period July 1, 2022 - August 31, 2022

ARPA WFDT				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 123,600		\$ 123,600	0%
Personnel	\$ 123,600	\$ -	\$ 123,600	0%
Administrative Services & Supplies	\$ 1,000		\$ 1,000	0%
Communication Costs	970	30	940	3%
Computer Services & Supplies	6,076	3,482	2,594	57%
Employee Development, Memberships & Subscriptions	-		-	0%
Employee Travel Costs	-	1,212	(1,212)	0%
Contracts, Events & Other Council Activities	-	1,258	(1,258)	0%
Rentals & Operating Leases	2,954		2,954	0%
Government Overhead & Insurance	-		-	0%
Operating Budget	\$ 11,000	\$ 5,983	\$ 5,017	54%
Grand Total	\$ 134,600	\$ 5,983	\$ 128,617	4%
Trustee and Benefits		Beginning Balance	Disbursements **	Ending Balance
Grant Reimbursement(s) Spending Authority		\$ 24,240,400	\$ 321,022	\$ 23,919,378

**FY23 ARPA WFT Launch Program Obligated Amount is \$3.22MM

ARPA Child Care				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 166,600	\$ 14,386	\$ 152,214	9%
Personnel	\$ 166,600	\$ 14,386	\$ 152,214	9%
Administrative Services & Supplies	\$ 1,000	\$ 180	\$ 820	18%
Communication Costs	970		970	0%
Computer Services & Supplies	6,076	4,708	1,368	77%
Employee Development, Memberships & Subscriptions	-		-	0%
Employee Travel Costs	-		-	0%
Contracts, Events & Other Council Activities	4,000	13,483	(9,483)	337%
Rentals & Operating Leases	2,954		2,954	0%
Government Overhead & Insurance	-		-	0%
Operating Budget	\$ 15,000	\$ 18,372	\$ (3,372)	122%
Grand Total	\$ 181,600	\$ 32,758	\$ 148,842	18%
Trustee and Benefits		Beginning Balance	Disbursements	Ending Balance
Grant Reimbursement(s) Spending Authority		\$ 14,818,400	\$ -	\$ 14,818,400

WORKFORCE DEVELOPMENT COUNCIL

Fiscal Year 2023 Budget

For the Period July 1, 2022 - August 31, 2022

CNA Study				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ -		\$ -	0%
Personnel	\$ -	\$ -	\$ -	0%
Administrative Services & Supplies	\$ -		\$ -	0%
Communication Costs	-		-	0%
Computer Services & Supplies	-		-	0%
Employee Development, Memberships & Subscriptions	-		-	0%
Employee Travel Costs	-		-	0%
Contracts, Events & Other Council Activities	125,000	542	124,458	0%
Rentals & Operating Leases	-		-	0%
Government Overhead & Insurance	-		-	0%
Operating Budget	\$ 125,000	\$ 542	\$ 124,458	0%
Grand Total	\$ 125,000	\$ 542	\$ 124,458	0%

FY24 Budget Request

Workforce Development Council – FY24 Budget Request Summary

FY 2024 Total

13.00	FY 2024 Total		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total	GVWD
	OT 10000	General	0.00	0	0	0	0	0	
	30500	Dedicated	5.00	488,300	432,600	0	7,684,500	8,605,400	
	34400	Federal	0.00	0	0	0	0	0	
	34430	Federal	3.00	237,300	651,000	0	24,223,400	25,111,700	
	OT 34430	Federal	1.00	83,800	0	0	14,804,500	14,888,300	
	34800	Federal	2.00	203,400	80,000	0	636,500	919,900	
			11.00	1,012,800	1,163,600	0	47,348,900	49,525,300	

Contract Inflation

1. An additional \$30K for Workforce Development Training Fund Collection Costs (could be as high at \$180K).
2. An additional \$33,600 for rent.

Line Items:

1. Shift \$7,100 in WIOA funds from Operating to Personnel to cover CEC and rising benefit costs.
2. APRA Childcare Infrastructure Grants – 2 FTP and spending authority for \$15M.

		FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total
	34430	Federal	1.00	96,700	15,000	0	111,700
	OT 34430	Federal	1.00	83,800	0	14,804,500	14,888,300
			2.00	180,500	15,000	14,804,500	15,000,000

3. Shift \$11,900 from Trustee Benefits to Personnel to cover increased salary cost in APRA Workforce Training.
4. Reappropriation of remaining funds in CNA Certification Study for additional health care workforce planning.

Idaho Launch Update

Innovative Workforce Development Alliances

Idaho Workforce Development Council Member Roles and Responsibilities

To achieve Idaho WDC's mission and vision the Council has identified the following key roles and responsibilities for members.

Our Vision:

We envision a future where Idaho's diverse and prepared workforce meets the needs of our unique communities and employers.

Our Mission:

We champion strategies that prepare Idahoans for careers that meet employers' needs

Roles and Responsibilities:

Commitment, Engagement, Service, and Follow-Up

- Commit to serve and build on the WDC's mission and goals
- Come to meetings prepared and actively participate by sharing your employer's or organization's perspective and engaging in productive, inclusive discussions focused on improving Idaho's workforce development policies and actions
- Seek out the perspectives of all Idahoans involved in the workforce.
- Develop a working knowledge of policies, programs, institutions, organizations, and best practices involved in workforce development
- Contribute your expertise to support WDC staff and committees
- Create, expand, and support Idaho's workforce opportunities

Collaboration, Communication, and Outreach

- Be an ambassador for WDC statewide, regionally, and to individual networks proactively sharing information about resources available to Idaho's workforce and employers
- Initiate and/or participate in efforts to build new collaborations between education and employers at the local level
- Advocate for the benefits of having a diverse workforce and inform employers of resources to support expanding the diversity of their workforce
- Support work with partner agencies and existing programs to create systems that benefit job seekers and employers
- Build strategies to achieve outreach goals that reach both broad and diverse audiences

Stewardship

- Be an informed and thoughtful steward of the financial resources, expertise, and programs available through the WDC
-

(Stewardship Cont.)

- Make funding decisions that result in fair and impactful investment of resources to benefit all Idahoans, following all policies and laws
- Seek opportunities to grow resources or for collaborative efforts that can multiply the impact of the WDC resources
- Anticipate potential issues with programs or initiatives and advocate for improvements to prevent waste

Advocacy

- Support the Governor's vision for the WDC
- Advise the Governor on workforce issues
- When requested, support WDC staff communication with legislators
- Advocate for workforce development actions and programs within your personal/professional network such as employer organizations, service groups, school boards, etc.

Idaho Workforce Development Council Goals and Strategies

To achieve Idaho WDC's mission and vision the Council has identified the following goals and strategies.

Our Vision:

We envision a future where Idaho's diverse and prepared workforce meets the needs of our unique communities and employers.

Our Mission:

We champion strategies that prepare Idahoans for careers that meet employers' needs

Goals and Strategies:

- Goal 1 – Increase public awareness of and access to career education and training opportunities.

Strategies:

Identify, develop, connect, and activate a diverse network of influencers throughout the state that together can promote information about resources in a way that effectively reaches their market/membership/locale.

- Promote awareness of workforce services, education services, and information to the diverse current and potential workforce.
- Goal 2 – Improve the effectiveness, quality, and coordination of programs and services designed to maintain a highly skilled workforce.

Strategies:

- Create, align, and sustain partnerships with stakeholders to implement workforce development programs.
- Create a baseline to allow for measurement of success in the future.
- Support development in work-based learning and innovative programs that drive Idaho's present and future workforce solutions.
- Leverage existing local employer-focused initiatives to build and support effective pathways to connect Idahoans to careers.
- Cultivate a high-quality One-Stop Career System that connects employers and workers and facilitates access to workforce services, education services, and information.

- Champion public policy initiatives that enable dynamic response to evolving employer needs.
- Goal 3 – Provide for the most efficient use of federal, state, and local workforce development resources.

Strategies:

- Be objective, data driven, and accountable.
- Identify gaps and opportunities in the workforce system and initiate or support policy and/or allocate resources to meet them.
- Identify opportunities for alignment across projects and resources to enhance results across all stakeholder groups.

Child Care Expansion Grant Policy Update

Child Care Expansion Grant Policy

Adopted June 8, 2022

Purpose

The Idaho Workforce Development Council ("Council") has determined that it is in the best interest of the state to provide high quality child care in Idaho and shall provide grants to eligible child care providers as outlined below. The purpose of the fund is to encourage and enable businesses and employer consortiums to create and develop on-site, or near-site child care centers or partner with local and regional child care services to increase available slots for an employer's employees (not at the expense of existing or available slots in the local area).

Eligibility

An entity is eligible for the grant if it will directly provide high quality child care in Idaho and meets all of the criteria in this section.

- The entity must be authorized to conduct business in Idaho and in good standing with the Idaho Secretary of State along with any other applicable state or local government organizations, and must comply with all federal, state, or local requirements.
- An entity may be any of the following:
 - o For profit child care providers;
 - o Nonprofit/not for profit child care providers; and
 - o Employers (which shall include public and private entities).
- The entity must partner with employers to increase or expand child care capacity. Examples of employer partnership may include:
 - o Monetary contributions or donations/support of in-kind services necessary for the operation of the program (see examples in the Definition section below);
 - o Guarantee to sponsor slots on behalf of employers' employees;
 - o Co-op/collaborative/coordinated enrollment model across multiple centers (not necessarily owned by the same entity) in one "system" to provide access to employees of the partners; or
 - o Other partnership arrangements, as approved by the Council.
- Must comply with local and state child care licensing requirements.
- Provide at least 50% cash and/or in-kind match.
- Show evidence through a business plan, or equivalent, that operations will be sustainable beyond the one-time investment of these grant monies. Examples can be found at <https://wdc.idaho.gov/child-care-guides/>.
- Provide care to children ages 13 years and younger. Provider does not have to serve all age ranges between 0 to 13 and may serve any age range between the ages of 0-13; however, program funds cannot be used to support children over the age of 13. An exception will be made for providers serving children with disabilities who are 14-18. Preference will be provided to applicants who are serving infants and toddlers.
- Preference will be provided to applicants who are serving communities with higher need based on data found at: <https://childcaregap.org/assets/onePagers/Idaho.pdf>.

Exclusions

- Funds shall not support private school tuition or home schooling.
- Funds cannot be used for directly to service debt, satisfy a judgment or settlement, or contribute to a “rainy day” fund.
- Funds cannot be used as a tax offset.
- Funds cannot be used to match other federal resources.

Fund Availability

The Workforce Development Council has \$15 million dollars under the American Rescue Plan Act (ARPA) to expand high quality child care in Idaho. \$4 million dollars is set aside until March 1, 2023, for small providers serving 12 or fewer children. All funds must be obligated by June 30, 2023 and spent by October 31, 2024.

- Maximum of \$15,000 per child served is available to applicants to support the addition of new seats.
- 50% minimum cash and/or in-kind match is required. In-kind match must be calculated at fair market value. Applications may score higher if additional match is provided.
- The Child Care Expansion Grant Review Committee shall develop a rubric to use in scoring proposals.

Applications

Applicants must provide at a minimum:

- Proof that eligibility requirements have been met.
- A business plan (example found at <https://wdc.idaho.gov/child-care-guides/>) showing that the entity will meet all state and/or local licensing (including background checks), insurance, facility, programming, and a plan for sustainability beyond the one-time grant funding period.
- Description of partnership with employer(s).
- Detailed budget, budget narrative, and cashflow analysis for at least three years.
- Preference will be given to entities that focus on evidence-based programming and services and have parent engagement activities (see “High Quality Child Care” in the Definition section below). This includes the provision of training and ongoing professional development of staff.

Reimbursable Expenditures

- Acquisition and/or renovation of buildings (any project that exceeds \$1M in capital expenditures requires additional written justification under the ARPA program)
- Rent
- Equipment
- Supplies
- Learning materials
- Staffing costs (including licensing and professional development)
- Other reasonable operating costs aligned to the business plan

Contractual Terms

- Grantee must sign the grant agreement, after being selected for receipt of grant funds, and prior to receiving the grant funds.

- Grant term is one year.
- Grantees are required to submit quarterly reports during performance period, as delineated in the grant contract, and provide an update on facility operations two years after contract end date.
- Funds are made on a reimbursement basis for verified expenses only. **An exception may be made for providers currently serving less than 24 children who could not move forward with their project without up-front funding. Documentation of the need shall be required. Approval for up-front funding will be at the sole discretion of the WDC. No more than 50% of the award will be provided for initial costs and no additional funds will be disbursed until the grantees provides all the necessary documentation to verify the initial expenditures. If the provider receiving up-front funding is unable to provide documentation to verify the initial expenditures, the Council will seek repayment of grant funds.**
- The entity must stay in business for at least one year after the end of the grant period, or the Council may seek repayment of grant funds.
- Additional federal pass-through requirements including, but not limited to:
 - o Active registration in the System for Award Management (<https://www.sam.gov>);
 - o Compliance with Uniform Guidance including 2 CFR Part 200, Subpart E regarding Cost Principles;
 - o Single Audit Act (requires an audit for entities that expend more than \$750,000 in Federal awards during a fiscal year); and
 - o Civil Rights Compliance – must meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. The requirements include ensuring that entities receiving assistance do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity).

Performance Metrics

The return on investment is measured by the total number of child care seats available two years after grant-funded entity's contract end date.

Definitions

High Quality Child Care – The quality of care will be evaluated based on the Idaho STARS framework found at <https://idahostars.org/Child-Care-Providers/Steps-to-Quality>. A review of the child care incident history for existing providers will be conducted.

Provider – An entity that provides care and supervision compensation during part of a twenty-four (24) hour day, for a child or children, in a place other than the child's/children's own home. This does not exclude family or group child care provider types.

Employer Partnership Donations/Support – Examples:

- Offer of benefits (partial child care costs covered etc.) to employees who select employer-partnered child care provider.
- Employer/parent time donation for child care center needs (classroom volunteers, clean up days, stock food pantry etc.).
- Committed service days for center.



Meeting employer's needs today and tomorrow

- Transportation services.
- Assist with child care provider employee licensing costs.

In-Kind Match – Refer to template.

A proud partner of the  **americanjobcenter** network

One-Stop Committee AJC Branding Policy

Idaho One-Stop Policy for Idaho American Job Center Branding

Adopted XX-XX-XXXX

Reference: 20 CFR §678.900

Purpose: Comply with federal requirements and standardize the use of the American Job Center branding in the Idaho American Job Center Network

Policy:

The final regulations for the Workforce Innovation and Opportunity Act (WIOA) require a common identifier to be placed on all primary written and electronic resources used in the one-stop delivery system. The common identifier is “American Job Center” or “a proud partner of the American Job Center network.” This policy provides guidelines to Idaho American Job Center Network partners for how and when to use the common identifiers.

Requirements

The “American Job Center” logo must be displayed prominently at comprehensive and affiliate American Job Center building locations and on published information materials accessed by one-stop customers in an AJC or network partner location – electronic or paper. This applies to all entities representing WIOA core partner programs.

This may be accomplished by incorporating “American Job Center” or “a proud partner of the American Job Center network” into the entities’ logo, similar to the examples below:



If it is not reasonable to include the “American Job Center” or “a proud partner of the American Job Center network” as shown above, materials should ensure affiliation with the American Job Center is prominently displayed, similar to:

A proud partner of the  network



WDAL Services

[> Información en español](#)

Maryland's American Job Centers - Workforce Development & Adult Learning

Any Idaho American Job Center network partner is encouraged to use the tagline “a proud partner of the American Job Center network” at their physical locations.

Style:

Partners may use either of the styles displayed below, and provided by USDOL in their [American Job Center – Graphics Style Guide for Partners](#).

american**job**center

A proud partner of the american**job**center network

A proud partner of the american**job**center network

Policy Committee

Preceptor Incentive Policy

Preceptor Incentive

Eligibility

Idaho employers who are utilizing preceptorships for Idaho residents to support necessary work-based learning for nurse practitioners, physician assistants, pharmacists and prescribing/clinical psychologists.

- Must be registered with the Secretary of State to do business in Idaho and be in "good standing".
- Employer will be required to provide evidence of the preceptor learning experience.

Fund Availability

The Council may establish a pool of funds on an annual basis for this program. A maximum of \$1,000 per preceptor learning experience, per student, is available to offset the extraordinary costs of utilizing a preceptorship training program. An employer may not be allocated more than \$10,000 per year under this program. Funds will be distributed upon verification that the trainee has completed all the hours of training in a preceptor learning experience. The institution the student is enrolled in must sign the verification form.

Applications

Employer shall provide at a minimum:

- Verification trainee is enrolled in a nurse practitioner, physician assistant, pharmacist or prescribing/clinical psychologists program requiring clinical hours for completion of program.
- The number of hours required for the preceptorship.

Reimbursable Expenditures

WDTF grants may reimburse the following eligible expenses:

- Training costs associated with structured internal training including preceptor wages, reasonable travel costs and materials.

Expenditures that are not reimbursable:

- Employee onboarding,
- Wages paid to individuals receiving training.

Contractual Terms

- Grant period is aligned to the length of the preceptor learning experience program.
- Grantees are required to submit quarterly reports as delineated in the written contract. The quarterly report will include provision of the entire 9-digit social security number of the trainees/participants.
- The executive director of the Idaho Workforce Development Council is authorized to impose a claw back provision when they determine it to be in the best interest of the fund.

Performance Metrics

The return on investment shall be measured by:

- Number of preceptors trained.
- Wage gains at one-year post training.

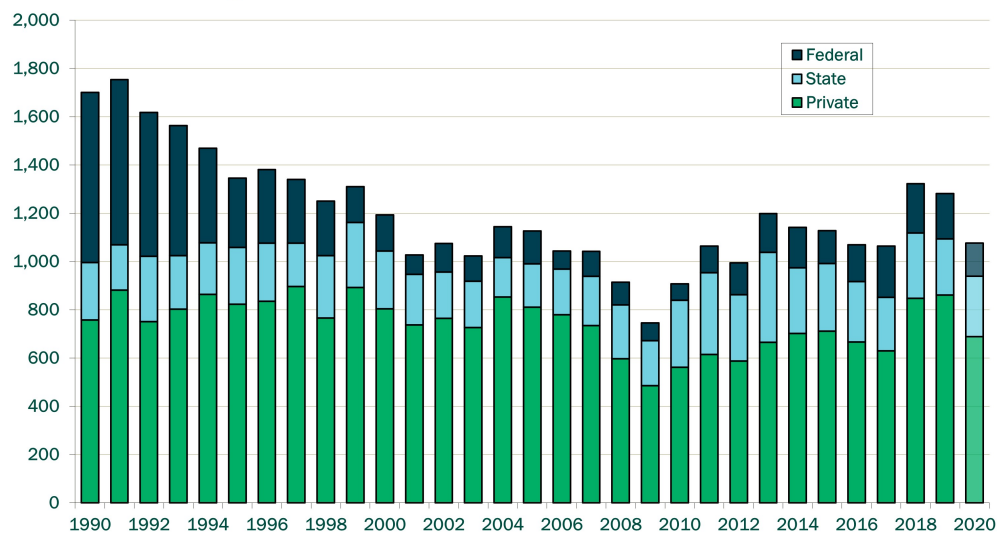
Forestry Products Industry Deep Dive

IDAHO'S FOREST PRODUCTS INDUSTRY 2020

TIMBER HARVEST

Idaho Timber Harvest by Ownership
1990-2020

Million board feet Scribner log scale



Sources: Idaho Department of Lands; U. S. Forest Service; U.S. Department of Interior, Bureau of Land Management and Bureau of Indian Affairs.

1.1
billion board feet
-16% from 2019

64%
from Private lands

23%
from State lands

13%
from Federal lands

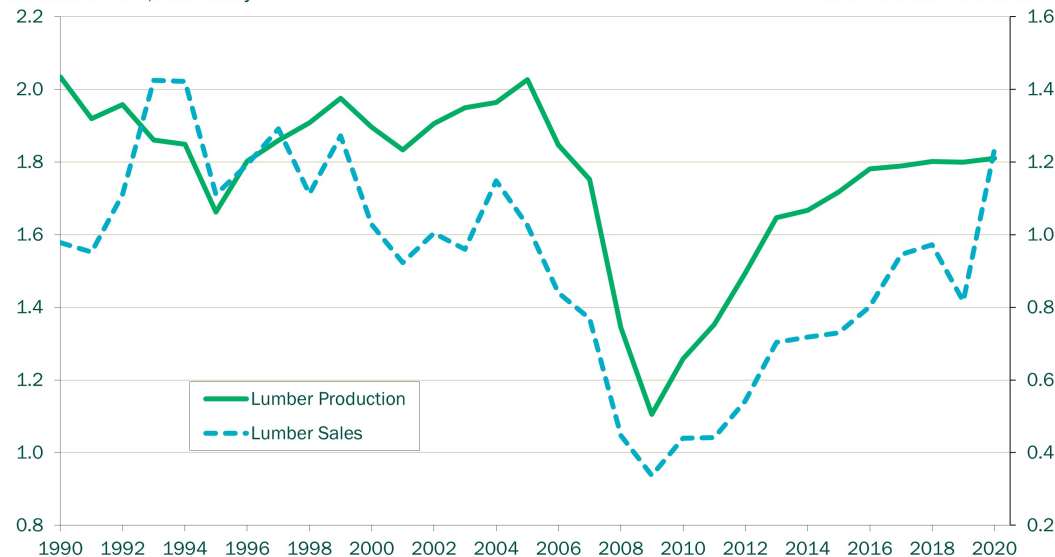
LUMBER PRODUCTION AND SALES

Idaho Lumber Production and Sales
1990-2020

1.8
billion board feet
of Lumber
produced
+0.6% from 2019

\$1.23
billion of Lumber
sales
+47% from 2019
(due to 55% increase in
average price from 2019)

Billion board feet, lumber tally



Sources: Policy Analysis Group, University of Idaho; Western Wood Products Association.



University of Idaho
College of Natural Resources

Idaho Forest, Wildlife and
Range Experiment Station
Moscow, Idaho

DIRECTOR
Dennis R. Becker, Ph.D.

This publication issued as contribution No. 1096 of the
Idaho Forest, Wildlife and Range Experiment Station

Station Bulletin 111 | January 2021

IDAHO'S FOREST PRODUCTS INDUSTRY 2020

ECONOMIC CONTRIBUTIONS

DIRECT EFFECTS

initial spending by FPI businesses for

- Forest Management (foresters)
- Harvest Operations (loggers)
- Wood Products, Paper, and Furniture Manufacturing (mill workers)



SUPPORT EFFECTS

additional spending by FPI businesses for supplies and by FPI workers, for example

- Harvesting equipment
- Mill equipment
- Home sales to workers
- Food for workers' families

\$2.4 Billion to Idaho's Gross State Product
More than **31,000** jobs

Forest Management	+	Harvest Operations	+	Wood Products, Paper, and Furniture Manufacturing
				=
				Total Forest Products Industry
Employment ———— jobs ————				
Direct	3,452	2,211	10,496	16,158
Support	2,145	1,225	11,885	15,256
Total	5,597	3,436	22,381	31,414
Labor Income ———— million dollars ————				
Direct	\$105	\$78	\$587	\$771
Support	\$72	\$39	\$454	\$565
Total	\$177	\$117	\$1,041	\$1,336
Gross State Product ———— million dollars ————				
Direct	\$244	\$90	\$1,042	\$1,376
Support	\$117	\$60	\$901	\$1,078
Total	\$360	\$150	\$1,943	\$2,453
<small>Numbers based on 2019 data. Sources: Policy Analysis Group, University of Idaho; U.S. Department of Commerce, Bureau of Economic Analysis, regional accounts data.</small>				

Each Million Board Feet of Timber Harvested in Idaho Provides

25 Jobs

13 direct jobs plus 12 support jobs

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Electronic copies available at: www.uidaho.edu/cnr/policy-analysis-group/research/forest-products-industry-reports

This report is a product of the

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University of Idaho
Policy Analysis Group

Committee Reports

Committee Reports

Executive Committee Report		
Date of Meeting	Agenda Item	Overview/Status
June 7, 2022	New Budget Format for FY23	Ms. James reviewed a template for FY23 that separates the individual funding streams to facilitate review by the committees and Council.
June 7, 2022	Southeast Idaho Council of Governments – Get Found First Employer Grant	Approved the Southeast Idaho Council of Governments Get Found First Employer Grant in the full amount of \$35,000.
June 7, 2022	Approve TPM Project Manager Applications	Approved the Ad-Hoc Committee's recommendation to fund 7 organizations for 8 TPM Project Manager positions, pending funding approval by the full Council.
June 7, 2022	Review June 8 Council Meeting Agenda	Reviewed the final agenda in preparation for the Council meeting.
June 7, 2022	CTE Connect Conference - Workforce Panels	Ms. Solace discussed the format of the panels for the CTE regional conferences. She will contact Exec Comm members individually to request participation.
June 7, 2022	Executive Director's Report	Ms. Secrist provided updates on the status of the office move and hiring for new positions. Ms. Solace shared an update on the 2022 Age of Agility plans.
August 11, 2022	Launch Marketing	Ms. Solace shared an update on the marketing plans for Idaho Launch. Search functionality was turned on as of July 1 and the response has already been overwhelming.
August 11, 2022	Boise State University STEM Pipe - Industry Sector Grant	Approved the STEM PIPE Industry Sector Grant in the full amount of \$192,500.

Executive Committee Report		
Date of Meeting	Agenda Item	Overview/Status
August 11, 2022	Ground Force - Employer Grant	Approved the Ground Force Application for the full amount of \$179,564.64.
August 11, 2022	AZEK - Employer Grant	Approved the AZEK Employer Grant for the full amount of \$75,944.80.
August 11, 2022	ARPA Funds for Indirect Costs	Ms. Secrist shared that there will be a need to adjust the indirect costs (i.e., add additional funding for indirect) to grant awards that will come from ARPA. The committee decided that the budget modification should be done between the Grant Review Committee meeting and the Executive Committee acting on their recommendation.
August 11, 2022	September Council Meeting Agenda Review	Reviewed a draft of the September Council meeting agenda.
August 11, 2022	Age of Agility Update	Ms. Solace provided an update that there is a conflict with the October date and new dates are being explored for early November.
August 11, 2022	Executive Director's Report	Ms. Secrist shared that the last two positions had been filled. In addition, the WDC was not awarded the Good Jobs Challenge grant.
August 11, 2022	Preceptor Incentive	Ms. Secrist provided an overview of the Preceptor Incentive Policy being worked on by the Policy Committee and sought feedback from the committee on comments made by industry partners.
August 11, 2022	Child Care Grants	Over 100 applications were in draft status with a deadline of August 15. Totals will be provided once the first application window closes.
September 8, 2022	Launch Obligations	Ms. Secrist shared that in the first 60 days of the fiscal year, 925 individuals received Launch contracts totaling over \$3.2M. There is \$10M set aside for the program for the FY.

Executive Committee Report		
Date of Meeting	Agenda Item	Overview/Status
September 8, 2022	FY24 Budget Request	Ms. Secrist reviewed the FY24 WDC Budget Request and line items.
September 8, 2022	Executive Director's Report	Ms. Secrist provided an update on the Micron expansion/groundbreaking.
September 8, 2022	Review September Council Meeting Agenda	Committee reviewed the final agenda for the Council meeting.
September 8, 2022	Responsibilities for Break-Out Activities	The Committee will need to facilitate the breakout groups - Ms. Secrist will provide additional instructions once they are developed.
September 8, 2022	Age of Agility Update	The event is being moved to November 10 and Mary Daly, President of the San Francisco Federal Reserve Bank, has been asked to provide the keynote.
September 8, 2022	Executive Committee Open Discussion	Mr. Young asked that acknowledgement of WDC funding be incorporated into grant agreements.
September 8, 2022	Child Care Grant Committee	Forty-six applications were received in the first round requesting of \$28M. The committee will have a lot of hard decisions.

Child Care Expansion Grant Committee Report		
Date of Meeting	Agenda Item	Overview/Status
July 13, 2022	Child Care Expansion Grant Rubric	Discussed scoring rubric including clarifying language around applicant eligibility, wage rates, and community need.
July 13, 2022	Scheduling Monthly Meetings	Committee members opted to meet the 2nd and 4th Fridays of every month.

Child Care Expansion Grant Committee Report		
Date of Meeting	Agenda Item	Overview/Status
August 12, 2022	Up Front Costs	Discussed options for grantees to request funding for costs up front.
August 12, 2022	Child Care Expansion Grants Rubric	Committee reviewed and approved scoring rubric with incorporated edits from the July 13th meeting.
August 26, 2022	Child Care Expansion Grant Policy Update	Ms. Secrist outlined the proposed changes to the Child Care Expansion Grant policy to include up to 50% of up-front costs covered for applicants that meet eligibility. Committee recommended for approval of changes to the policy as presented to the full Council.
August 26, 2022	Child Care Expansion Grant Application Review	Committee discussed how awards will be recommended as the request for funding for the initial round far exceeds what is available. Decision is to wait a few weeks to see what the pace will be in scoring applications with the goal of scoring all and then prioritizing and making a funding recommendation.
August 26, 2022	Review Applications	Committee reviewed/scored four proposals.

CNA Advisory Committee		
Date of Meeting	Agenda Item	Overview/Status
June 15, 2022	Idaho Office of Performance Evaluation Review of Idaho's Governance of Nursing Assistants: Presentation and Q&A	Mr. Langrill presented the report to the Committee to provide background on the issue.

CNA Advisory Committee		
Date of Meeting	Agenda Item	Overview/Status
June 15, 2022	Advisory Committee Project Plan/Milestones and Supporting Information: Review and Discuss	Committee reviewed the project plan, acknowledging that it may need adjusted along the way as the research and discussion informs the process.
July 26, 2022	Background and History: Presentations and Q&A	Mr. Hudspeth, Ms. Thompson, Ms. Mai and Ms. Price presented on the different perspectives of the issue - industry, regulatory and education.
July 26, 2022	Other States' CNA Governance and Scope of Practice: Review and Discuss Research Findings	Ms. Rosenberger presented the findings of her research of surrounding states.
July 26, 2022	Discuss and Work Toward Consensus on Idaho's Scope of Practice for NAs/CNAs	Committee determined that trying to identify a scope of practice for a NA and/or CNA was not likely to be successful. Agreed that the registry should cover all NAs and CNAs and that next discussion would begin with "how".
July 26, 2022	Identify Stakeholders and Associated Communication and Input Needs	Created a list of stakeholders and initial talking points to share about the committee's work.
August 23, 2022	Other States' CNA Governance and Scope of Practice: Review and Discuss Additional Research Findings	Ms. Rosenberger presented the findings of her additional research of surrounding states.

CNA Advisory Committee		
Date of Meeting	Agenda Item	Overview/Status
August 23, 2022	Idaho NA/CNA Future State Descriptions and Governance: Discuss Further and Work Toward Consensus	Committee discussed options for utilizing criminal background check for disciplinary action and the concept of having all licensed and/or certified facilities subject to utilizing the registry.
August 23, 2022	Stakeholder Communication and Input Plan: Discuss Talking Points and Confirm First Stakeholders for Outreach	Committee approved the initial talking points and stakeholders for immediate communication.

Grant Review Committee Report		
Date of Meeting	Agenda Item	Overview/Status
June 28, 2022	Traveler's Oasis Truck Plaza - Employer Grant	Decline the Traveler's Oasis Truck Plaza Employer Grant application due to the application not aligning with the goals and intent of the Workforce Development Training Fund.
July 26, 2022	Boise State University STEM Pipe - Industry Sector Grant	Recommend approval of the STEM PIPE Industry Sector Grant in the full amount of \$192,500 to the Executive Committee.
July 26, 2022	Ground Force - Employer Grant	Recommend approval of the Ground Force Application for the full amount of \$179,564.64 to the Executive Committee.
July 26, 2022	AZEK - Employer Grant	Recommend approval of the AZEK Employer Grant for the full amount of \$75,944.80 to the Executive Committee.
August 23, 2022	Joint Policy/Grant Review Committee Meeting	The Committee would like to find a time to meet with the Policy Committee to discuss changes/clarifications needed for the WDTF Policy.

One-Stop Committee Report		
Date of Meeting	Agenda Item	Overview/Status
June 14, 2022	One-Stop Operator Update	Ms. Nash shared that the EO Surveys would be due on September 1 and that the Lewiston and Twin Falls recertification visits had been conducted.
June 14, 2022	AJC Branding Policy Discussion Feedback	Committee members provided feedback from their agencies on elevating the use of AJC logo.
June 14, 2022	Demo of WBL Map Tool	Ms. Nielebeck shared a tool developed for work-based learning opportunities that could be replicated for One-Stop partner events.
June 14, 2022	One-Stop MOU Updates	Ms. Nash provided assignments to committee members to review language in the MOUs so that update could be finalized.
June 14, 2022	Idaho State Plan	Ms. Secrist shared that the WIOA State Plan was officially approved on June 10.
June 14, 2022	One-Stop Action Items	Ms. Secrist briefed the committee on the need to delineate between WDC and operational policies. She will work with Mr. Barrera to populate a list for the committee to review.
July 12, 2022	One-Stop Operator Update	Ms. Nash provided an update on the MOUs and business services project.
July 12, 2022	Lewiston One-Stop Center Recertification	Approved full certification status for Lewiston comprehensive AJC.
July 12, 2022	Twin Falls One-Stop Center Recertification	Approved full certification status for Twin Falls affiliate AJC.
July 12, 2022	AJC Branding Policy	Ms. Secrist and Ms. Nash shared examples of how other states are elevating the AJC logo to create a common thread among the partners. The committee will finalize a decision at the August meeting.

One-Stop Committee Report		
Date of Meeting	Agenda Item	Overview/Status
July 12, 2022	Infrastructure Cost Sharing Plans for FY23	Ms. Nash shared that the data sharing agreements were within 30 days of being executed and that the committee could expect to see cost sharing implemented starting this program year.
August 9, 2022	One-Stop Update	Ms. Nash reminded the committee that EO surveys and ADA Assessments are due to DHR by September 1.
August 9, 2022	AJC Branding Policy	Recommended approval of the AJC Branding Policy update to the full Council.

Outreach Committee Report		
Date of Meeting	Agenda Item	Overview/Status
April 6, 2022	State Board of Education – Online Idaho	Approved \$60,000 to improve and provide outreach for Online Idaho \$15,000 now for optimization, and \$45,000 for outreach upon approval.
July 6, 2022	Building the Workforce of Tomorrow - North Idaho College, CTE	Approved \$54,650 to update and co-market workforce training and CTE programs at NIC.
July 6, 2022	Updates and Potential Projects	Updates from committee members on existing outreach efforts.

Work-Based Learning Committee Report		
Date of Meeting	Agenda Item	Overview/Status
June 7, 2022	WBL Definitions and Outcomes Next Steps	Committee finalized the initial review of the definitions and outcome of the WBL survey that went out in June of 2021. The final draft was reviewed by the committee. The next step is for the document to be reviewed by the State Board of Education. The Committee is waiting on feedback from the State Board.

Work-Based Learning Committee Report		
Date of Meeting	Agenda Item	Overview/Status
June 7, 2022	Apprenticeship Building America (ABA) Grant Application	The Idaho Department of Labor has applied for a new apprenticeship grant that is part of the Apprenticeship Building America Grant.
September 6, 2022	Apprenticeship Idaho Logo and Survey	The Apprenticeship Idaho Coalition has adopted a new Apprenticeship Idaho logo. It will be used by all partners to create a cohesive brand for apprenticeship.
September 6, 2022	Idaho Department of Labor New Collateral	The Idaho Department of Labor has updated the previous apprenticeship toolkit that was developed by the Committee in 2019. The new toolkit includes language that emphasizes apprenticeship as a recruitment strategy for a diverse workforce. The new collateral also includes the new Apprenticeship Idaho logo.
September 6, 2022	NGA Lab	The WDC, Idaho Department of Labor, and Idaho Transportation Department are working with the National Governor's Association for the Infrastructure, Investment, and Jobs Act (IIJA). The act was signed into law in August, expanding allowable use of funds to support pre-apprenticeship and apprenticeship.
September 6, 2022	Quality Pre-Apprenticeship Committee	The Idaho Department of Labor is leading a group of partners to develop a framework in Idaho for what a quality pre-apprenticeship will look like.
September 6, 2022	K-12 Initiative	The K-12 Initiative is a project of the Apprenticeship State Expansion grant awarded by U.S. Department of Labor. Its goal is to promote awareness of apprenticeships among Idaho's kindergarten through 12th grade students. Elaine Zabriskie (IDOL) and other partners including an educator extern developed a children's book that teaches kids about the benefits of apprenticeships. The book is called Blooper Dreams Big.

Work-Based Learning Committee Report		
Date of Meeting	Agenda Item	Overview/Status
September 6, 2022	National Apprenticeship Week	Ms. Robison presented on National Apprenticeship Week, November 14 – 18, 2022. There has been a 37% increase nationwide in apprenticeship proclamations in the last year. November is also Apprenticeship Idaho Month.

Workforce Development Policy Committee		
Date of Meeting	Agenda Item	Overview/Status
June 21, 2022	Registered Apprenticeship Incentive Policy Change Discussion	The Committee instructed staff to create a draft of the policy that would allow support for preceptorships. The changes will be brought back to the committee for further discussion.
June 21, 2022	FY23 Research/Data Needs	Discussed need to increase proactive research to assist the Council in decision making.
June 21, 2022	Annual Review of Launch Courses	The committee approved Launch price changes as presented. The committee approved new courses except for a NIC sushi course (for chefs), and a ISU Excel course. The committee approved the removal of courses that are duplicative with the free LinkedIn Learning accounts.
July 19, 2022	Appendix A for the Eligible Training Provider Policy	The committee approved the Eligible Training Provider Policy Appendix A as presented.
July 19, 2022	Next Steps on ETP Policy Review	Ms. Secrist shared that the committee will need to begin work on the ETP Policy. She will break it into chunks with the goal of presenting a revised policy to the Council in December.
July 19, 2022	Launch Course Approvals	The committee approved new Launch courses except for the Neuroscience of Customer Services course.

Workforce Development Policy Committee		
Date of Meeting	Agenda Item	Overview/Status
July 19, 2022	Work-Based Learning Incentives - Preceptorship	The committee would like a stand-alone preceptorship policy to be drafted for consideration, rather than integrating preceptorships into the Registered Apprenticeship policy.
July 19, 2022	Update on Student Accounts Meeting	Ms. Solace updated the committee on progress towards using Idaho Launch with for-credit programs.
July 19, 2022	FY23 Research/Data Needs	The Utah Data and Research Center will present to the committee in August.
August 16, 2022	Joint Policy and Grant Review Committee Meeting	Discussed future regular meeting between Grant Review Committee and Policy Committee.
August 16, 2022	Launch Course Approvals & Survey Update	Ms. Solace presented information from the 2022 Idaho Launch Employer survey. The committee discussed transitioning skills that were no longer identified by employers to the free LinkedIn Learning accounts. The committee approved the courses as presented.
August 16, 2022	Preceptor Incentive	Moved to next meeting.
August 16, 2022	Utah Research & Data Center	Presentation by the Utah Research and Data Center.
August 31, 2022	Preceptor Incentive	The committee recommended approval of the Preceptor Incentive Policy as written to the full Council.
August 31, 2022	Idaho Launch Course Approvals	The committee approved the Launch courses as presented.



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Workforce Development Policy Committee		
Date of Meeting	Agenda Item	Overview/Status
August 31, 2022	September Meeting Date	The September meeting may need to be rescheduled.

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