

**BRAD LITTLE**  
GOVERNOR

**Wendi Secrist**  
*Executive Director*



**Deni Hoehne**  
*Chair*

**John Young**  
*Vice Chair*

## **WORKFORCE DEVELOPMENT COUNCIL**

317 West Main Street, Boise, Idaho 83735-0510

### **Meeting Minutes**

**Date:** Wednesday, March 16, 2022  
**Time:** 9:00 a.m. – 2:15 p.m. (Mountain Time)  
**Location:** Zoom

**Council Member Attendees:** Deni Hoehne, Joe Maloney, Jani Revier, Clay Long, Donna Butler, Linda Clark, James Smith, John Young, Russel Barron, David Hannah, Audrey Fletcher, Kelly Kolb, Matt Van Vleet, Sarah Griffin, James Pegram, Brian Cox, Rick Aman (proxy for Lori Barber), Jeff Green, Anna Almerico, Hope Morrow, Sean Coletti, Sherry Maupin, Jennifer Palagi, Tom Kealey, Ben Davidson, Liza Leonard

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

**Guests:** Matt Farina, Kristyn Carr, Sarah Nash, Vicki Isakson, Christi Rood Gilchrist, John Russ, Renee Bade, Terry Butikofer, Governor Brad Little, Amelia Valasek, Gary Salazar, Sin Ming Loo, Joe Lozano, Kellye Sharp, Peter Risse, Ed Vasko

\*Workforce Development Council is hereafter referred to as WDC.

**Call to order at 9:01 a.m.**

***Roll Call/Introductions – Quorum met***

***\*Review/Approve Agenda***

**Ms. Revier requests unanimous consent to approve the agenda as presented. There are no objections.**

***\*Approve Minutes from December 16, 2021 Meeting***

**Dr. Clark requests unanimous consent to approve the December 16, 2022 meeting minutes as presented. There are no objections.**

***Governor***

**Ms. Hoehne introduced Governor Brad Little.**

Idaho is continuing to lead efforts in housing, childcare, and workforce training to support Idaho employers and the workforce. Childcare infrastructure is a major barrier to having a full workforce in Idaho. The Governor is happy with Idaho's economy and the budget surplus. He would like to do everything he can to continue to keep Idaho in the lead and give back to Idahoans with programs, teacher pay, workforce training, transportation, and infrastructure. Governor Little and the Legislature have a sustainability plan moving forward to support these efforts. Record investments are going into the "rainy day" fund, paying off debts, maintaining programs, investing in education, and supporting the people of Idaho. One concern to be aware of is inflation and how it impacts Idaho citizens, programs, education, and infrastructure.

Discussion:

Where will workforce housing be built?

- 25% of the funding will be spent in the rural areas of the state. The Idaho Housing & Finance Association will assist in areas that need workforce housing the most, based on funding sources and community need/desire to work with the Government.

Is there an update on the Cyber Task Force?

- There are many parties involved in the efforts of the task force, the group is making progress and the report will be released soon.

Are there any efforts for a light rail in Idaho?

- There is money for a light rail, however, coordinating with the communities, counties, and property owners to plan for a rail through the most concentrated areas has proven difficult.

### Budget Update/Report

WORKFORCE DEVELOPMENT COUNCIL OPERATING BUDGET - December 31, 2020										
STATE EXPENDITURE CATEGORY	WDTF Budget	Total WDTF YTD Spent	Total Ending WDTF	WIOA Budget	Total WIOA YTD Spent	Total Ending WIOA	TOTAL BEGINNING BUDGET	TOTAL YTD Spent	TOTAL YTD Spent %	TOTAL ENDING BALANCE
Salary & Benefits	\$395,300	\$190,681	\$204,619	\$96,700	\$45,542	\$51,158	\$492,000	\$236,223	48%	\$255,777
<b>PERSONNEL</b>	<b>\$395,300</b>	<b>\$190,681</b>	<b>\$204,619</b>	<b>\$96,700</b>	<b>\$45,542</b>	<b>\$51,158</b>	<b>\$492,000</b>	<b>\$236,223</b>	<b>48%</b>	<b>\$255,777</b>
Administrative Services & Supplies	\$6,000	\$845	\$5,155	\$1,000	\$4	\$996	\$7,000	\$849	12%	\$6,151
Communication Costs	\$4,000	\$2,913	\$1,087	\$0	\$0	\$0	\$4,000	\$2,913	73%	\$1,087
Computer Services & Supplies	\$26,500	\$13,262	\$13,238	\$0	\$0	\$0	\$26,500	\$13,262	50%	\$13,238
Employee Development, Memberships & Subscriptions	\$7,500	\$306	\$7,194	\$21,500	\$17,074	\$4,426	\$29,000	\$17,379	60%	\$11,621
Employee Travel Costs	\$25,000	\$329	\$24,671	\$0	\$0	\$0	\$25,000	\$329	1%	\$24,671
Contracts, Events, & Other Council Activities	\$528,500	\$71,581	\$456,919	\$24,300	\$0	\$24,300	\$552,800	\$71,581	13%	\$481,219
Rentals & Operating Leases	\$8,500	\$3,302	\$5,198	\$0	\$0	\$0	\$8,500	\$3,302	39%	\$5,198
<b>OPERATING</b>	<b>\$606,900</b>	<b>\$92,536</b>	<b>\$513,464</b>	<b>\$46,800</b>	<b>\$17,078</b>	<b>\$29,722</b>	<b>\$652,800</b>	<b>\$109,614</b>	<b>17%</b>	<b>\$543,186</b>
<b>Grand Total</b>	<b>\$1,001,300</b>	<b>\$283,217</b>	<b>\$718,083</b>	<b>\$143,500</b>	<b>\$62,620</b>	<b>\$80,880</b>	<b>\$1,144,800</b>	<b>\$345,837</b>	<b>30%</b>	<b>\$798,963</b>

  

STATE EXPENDITURE CATEGORY	TOTAL BEGINNING BUDGET	TOTAL YTD Spent	TOTAL ENDING BALANCE
TRUSTEE AND BENEFITS (Spending Authority for Grant Reimbursements)	\$11,750,000	\$769,700	\$10,980,300

WDTF Financial Summary - December 31, 2020	
WDTF Cash Balance 12-1-20	\$15,266,474
Revenue	\$7,267
Interest	\$5,528
Payments	\$171,303
<b>WDTF Cash Balance 12-31-20</b>	<b>\$15,107,967</b>
Obligated Employer Grants	\$1,170,176
Obligated Industry Sector Grants	\$3,116,750
Obligated Innovation Grants	\$134,698
*Obligated Outreach Projects & Allocated Budget	\$952,857
Short Term Financial Assistance Program	\$1,988,959
FY 20 WDTF Admin Costs	\$718,083
<b>WDTF Obligated Balance</b>	<b>\$8,081,522</b>
<b>Unobligated Balance</b>	<b>\$7,026,445</b>
Proposals Under Review	\$2,000,000
<b>Unobligated Balance if all funded</b>	<b>\$5,026,445</b>

\*Includes all Outreach funding made available for the Committee to allocate for FY21.

WDTF FY21 Revenue	Transfer In	Interest	Collection Cost
July	\$288,860	\$9,995	
August	\$735,854	\$8,536	
September	\$8,499	\$6,072	
October	\$306,682	\$5,828	
November	\$588,911	\$5,553	\$8,553
December	\$7,267	\$5,528	
January			
February			
March			
April			
May			
June			
<b>FY21 Totals</b>	<b>\$1,936,073</b>	<b>\$41,511</b>	<b>\$8,553</b>

Ms. Secrist reviewed the FY23 WDC budget. Please see attached document

#### Discussion:

What does the Council think of using ARPA funds to cover 100% of Launch funds for qualifying participants along with expanding to include for-credit programs?

- Having people pay a small portion of their training helps them be more invested and stay in the training program.
  - This also helps stretch the funding for the program.
- There may be a path to reach those that are unemployed or underemployed by implementing something to fund their programs 100%.
- On the credit side, if the course has been vetted against in-demand occupations, it may not matter one way or the other since the training is still needed.
- What are the complexities of adding the “for credit” options and how might it affect the program/participants?
  - The major hurdle is how the funding may affect individual’s federal financial aid.
- The original intent of the Launch program was to get the funds out quickly to help people get into the workforce and into good jobs more quickly than traditional “for-credit” programs. Once employed, they can work with their employers to continue on with more in-depth training.
- Launch dollars are quick and accessible but also to be used as a last resort after other available programs (e.g., WIOA).

The funding to support a new Child Care Expansion Grant program is making its way through the legislature. This funding, administered by the Workforce Development Council, will increase the number of childcare seats available to working families by targeting employers and/or childcare providers willing to build new on-site or near-site child care facilities or expand existing facilities. If it is funded, a new committee will be formed to award grants.

Ms. Hoehne encourages Council members to volunteer efforts for supporting the grant program if it is funded by joining the childcare grant review committee

The Legislature recommended an additional \$125,000 for the WDC to form a committee and make recommendations to working through some challenges regarding credentialing for Certified Nursing Assistants.

### ***Launch Update***

Idaho Launch, started in October of 2020 with support of CARES act funding. Launch provides a pathway for all Idahoans seeking to work in Idaho to receive tuition support through the Workforce Development Training Fund (WDTF) for short-term training that will allow them to attain in-demand, employer requested, skillsets. The program continues to see growth in Idahoans seeking the benefit.

### **Success Story**

Mr. Lozano presented on the Idaho Launch Program. He has seen great success in the Magic Valley area with the Launch program. Idaho Launch has changed the lives of Idahoans by giving them opportunities to access training and secure better paying jobs.

### **Initial Outcome Data**

Ms. Solaces reviewed the Idaho Launch funding, courses, and data. Please see attached documents.

### **Launch Survey**

The initial skills that Idaho Launch training supports were identified through a large-scale employer survey conducted by the Council in summer of 2020. The first survey had 845 respondents. The Council will be updating this survey this spring. This iteration will also ask employers to rate the value of the courses currently offered through Idaho Launch.

### **\*Launch Budget Request**

There is a need for additional funding in the amount of \$1,750,000 from the Workforce Development Training Fund to support Idaho Launch for the rest of the fiscal year.

**Mr. Pegram requests unanimous consent to approve the Idaho Launch Budget Request in the full amount of \$1,750,000 as presented.**

## Discussion

Could the motion be modified to allow the Council to ratify the Executive Committee's decision to continue funding since reaching the previous limit on March 4, 2022?

**Mr. Young moves to amend the motion to approve the Idaho Launch Budget Request in the full amount of \$1,750,000 and ratify action of the WDC Executive Committee to continue obligating program funds from the emergency Executive Committee meeting on March 4, 2022. Second by Ms. Maupin. Motion carries.**

## ***Chair's Report***

Premier Technology has praised Ms. Solace highly for her efforts in coordinating efforts to allow them to utilize the Launch program for their employees.

Ms. Secrist did a great job in the Legislature this year on behalf of the Council. When she goes in to meeting the Legislators, she is professional, accommodating, and builds relationships at the State House, which in turn, gives the Council the flexibility to continue to do the work to help employers and the workforce in Idaho.

Ms. Morrow was awarded a special recognition as one of the "Top 40 under 40" in Idaho. She has had great success in her career, and we are lucky to have her on the Council.

Ms. Hoehne requests that Council members continue to support the WDC efforts by reaching out to their Legislators.

## ***Executive Director's Report***

### **Good Jobs Challenge**

The Good Jobs Challenge application has received a large amount of support from Idaho employers. The WDC should hear back in July if Idaho is being awarded the funding.

### **Legislation Update**

The purpose of this legislation is to align the efforts of the Workforce Development Council in facilitating the expansion of work-based learning to the workforce needs of state of Idaho agencies. It eliminates a clause that prohibits youth served under the Council's employment and training programs from being employees of the state of Idaho. Elimination of the clause does not require agencies to hire youth served by the programs; but allows consideration of youth as candidates for open state positions. The bill passed the House of Representatives yesterday and will be sent back to the Senate for signature.

### **WIOA State Plan Update**

The Idaho WIOA State Plan has been submitted and is now waiting for USDOL feedback.

### **Next Steps Idaho Connections**

Ms. Solace reviewed the Next Steps Idaho Connections handout. Please see attached document.

Council members are asked to become familiar with the handout and discuss it with their networks.

**Lunch Break: 11:15 a.m. – 11:45 a.m.**

### ***Council Hub***

The Outreach Committee approved a project to create a “one stop shop” to supply the Council with ongoing and new information regarding WDC efforts.

Council members will be able to access and subscribe to topics and information of interest and new happenings. The information will be accessible to WDC partners and Committee members. Meeting minutes and materials will also be stored and accessible on the hub. The Hub will also have materials readily available for those giving presentations about a WDC effort (e.g., slides, information sheets, etc.).

Ms. Secrist asks that if the Council has ideas of additional materials or resources for the hub, please send them to Ms. Solace.

### ***Youth Summer Work Experience Update***

Ms. Sharpe presented on the Youth Summer Work Experience program. Please see attached document.

Discussion:

Ms. Morrow has seen the program’s success with the youth that she works with.

### ***WDTF Updates – Boise State University Cybersecurity Programs***

Dr. Sin Ming Loo, Dr. Ed Vasko, and Mr. Peter Risse presented on Boise State’s Cyber Security program. Please see attached document.

### ***Chair’s Closing Remarks***

### **September Meeting**

The September Council meeting will be on September 21 and will be hosted in Lewiston. This will be in conjunction with CTE’s summer conference. For the September meeting, Ms. Secrist asked that the Council think of alternative funding sources that could be used for WDC programs once ARPA funds are extinguished (e.g., childcare expansion program) and bring ideas to discuss at the meeting.

**Motion by Mr. Pegram to adjourn. Second by Mr. Aman. Motion carried.**

**Adjourned at 1:13 p.m.**