

**BRAD LITTLE**  
GOVERNOR

**Wendi Secrist**  
*Executive Director*



**Deni Hoehne**  
*Chair*

**John Young**  
*Vice Chair*

## **WORKFORCE DEVELOPMENT COUNCIL**

514 W Jefferson St, Ste 131, Boise, ID 83702

### **EXECUTIVE COMMITTEE MEETING MINUTES**

**Date:** Wednesday, October 13, 2022

**Time:** 2:00 p.m. –3:30 p.m.

**Location:** Zoom/In-Person

514 W Jefferson St, Ste 136

Boise, ID 83702

<https://zoom.us/j/98876727845?pwd=dDZZV2hrb2dmNlINZzB4MjB3eC9Sdz09>

Meeting ID: 988 7672 7845

Passcode: 297414

**Council Committee Members:** Deni Hoehne, John Young, ~~Joe Maloney~~, Kelly Kolb, Sarah Griffin, Liza Leonard

**Guests:**

**Staff:** Wendi Secrist, Paige Nielebeck, Rebecca Watson, Amanda Ames, Matthew Thomsen, Jeffrey Bacon, Stacy James, Sam Emery, Cassie Mansour

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

**Roll Call** – Quorum Met

**Review Agenda** – No changes to the agenda.

**Review September 8, 2022 Meeting Minutes**

**Motion by Ms. Griffin to approve the September 8, 2022 meeting minutes as written. Second by Ms. Leonard.**

**Motion carried.**

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**Budget Report –**

WDTF				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 480,800	\$ 131,437	\$ 349,363	27%
Personnel	\$ 480,800	\$ 131,437	\$ 349,363	27%
Administrative Services & Supplies	\$ 6,000	\$ 2,359	\$ 3,641	39%
Communication Costs	11,349	1,942	9,407	17%
Computer Services & Supplies	26,100	4,726	21,374	18%
Contracts, Events & Other Council Activities	532,551	69,954	462,597	13%
Employee Development, Memberships & Subscriptions	7,250	-	7,250	0%
Employee Travel Costs	18,000	369	17,631	2%
Government Overhead & Insurance	6,750	6,460	290	96%
Rentals & Operating Leases	61,000	910	60,090	1%
Operating Budget	\$ 669,000	\$ 86,720	\$ 582,280	13%
Grand Total	\$ 1,149,800	\$ 218,157	\$ 931,643	19%

Trustee and Benefits	Beginning Balance	Disbursements	Ending Balance
Grant Reimbursement(s) Spending Authority	\$ 7,384,500	\$ 390,984	\$ 6,993,516

WDTF Financial Summary	
<b>WDTF Cash Balance 9/1/2022</b>	<b>\$ 14,396,445</b>
Revenue	10,162
Interest	18,825
Payments	133,073
<b>WDTF Cash Balance 9/30/2022</b>	<b>\$ 14,292,359</b>
Obligated Employer Grants	\$ 1,953,663
Obligated Industry Sector Grants	5,836,534
Obligated Innovation Grants	1,020,943
*Obligated Outreach Projects & Allocated Budget	855,297
**Short Term Financial Assistance Program	1,704,904
FY23 WDTF Admin Costs	582,280
<b>Obligated Balance</b>	<b>\$ 11,953,620</b>
<b>Unobligated Balance</b>	<b>\$ 2,338,739</b>
Proposals Under Review	8,412,389
<b>Unobligated Balance if all funded</b>	<b>\$ (6,073,650)</b>

WDTF Revenue			
Month	Transfer In	Interest	Collection Cost
July	\$ 260,762	\$ 12,231	\$ 42,108
August	892,198	14,898	
September	10,162	18,825	
October			
November			
December			
January			
February			
March			
April			
May			
June			
<b>FY23 Totals</b>	<b>\$ 1,163,121</b>	<b>\$ 45,954</b>	<b>\$ 42,108</b>

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

\*\*Includes all Launch funding made available for FY23.

**Discussion:**

There is nothing out of the ordinary in the operating budget. We have already dispersed a million dollars in Launch funding in the last couple months.

**Bish's RV Employer Grant**

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Bish's RV is a Recreational Vehicle dealer with 21 locations in 11 states. They are requesting \$56,250. The business is based in the state of Idaho with locations in Meridian, Twin Falls, and Idaho Falls. Its Idaho locations employ 301 employees. Bish's sells, services, and provides parts for motorhomes and travel trailers. The business will hire 25 new employees during the 2-year performance period of the grant. New hires will take part in a boot camp which includes three weeks of classroom and hands-on learning. The boot camp is part of a newly developed registered apprenticeship program. Grant funds will go towards developing level 1 of the apprenticeship program. The program aims to increase the success of newly hired Technicians and allow them to become productive quickly.

**Motion by Ms. Griffin to approve the Bish's RV Employer Grant in the full amount of \$56,250. Second by Ms. Leonard. Motion carried.**

### ***Idaho Public Television Outreach Grant – Extend Contract***

IPTV was awarded funding by the Outreach Committee in 2020 to create a series of career exploration videos. The pandemic impacted their ability to complete the project and we have exhausted the extensions that can be provided by the executive director. The project still aligns with our goals and employers are starting to allow them access to film. If the committee is supportive, staff would like to provide an additional one-year extension.

**Motion by Ms. Leonard to approve a one-year extension of Idaho Public Television's Outreach Grant. Second by Ms. Griffin. Motion carried.**

### **Grant Awards – Media/Outreach Requirements**

Mr. Young presented the challenge of asking our legislature for more funding when a lot of the WDTF grants are given quietly. The Committee examined the need to add an acknowledgement clause in our contracts in the future.

#### **Discussion:**

- This would magnify the impact of the Workforce Development Council by drawing recognition to our work throughout the state. The Committee is excited to encourage this in the future.
- Staff shared that a policy update is not required. They will work with our attorney to update the standard terms and conditions for the contracts.

### **ARPA Funding Allocations**

Mr. Thomsen presented the challenge of funding grant proposals as we are starting to see several large requests. The Committee considered the question of how to prioritize them and treat each applicant fairly moving into the future. As the WDC staff has been observing all the funding requests coming in, the Committee was encouraged to dialog about how we are going to continue to prioritize in the future.

Next week the Policy Committee will consider a waiver request for Micron as they undertake an expansion which will include significant investments in STEM.

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### Discussion:

- How much is New York contributing to Micron's expansion there?
  - Staff shared an article stating the state of New York is contributing \$5.5 billion in benefits in one form or another to aid in Micron's expansion there.  
<https://boisedev.com/news/2022/10/04/micron-new-york/>
  - Ms. Secrist is having conversations with Micron and the Governor's office to make sure they know that this project is going to absorb a lot of resources.
  - She also clarified that any grant application from Micron won't come in until January of 2023.

There is no action we need to take today unless the Committee would like to make a suggestion to the Policy Committee.

Will only Southwest Idaho benefit from the Micron expansion?

- Micron is specifically interested in benefiting the whole state with STEM investments.

What do we do about the upcoming grant requests?

- We have \$8 million in requests waiting to be submitted and the childcare expansion grant requests we have seen are double the reserved funding.
- The WDC is working with the Governor's Office to request more funding, and the Committee members can continue to advocate for our state.

### Age of Agility Update

We are moving Age of Agility to the spring primarily because our keynote speaker fell through. The plan is to do it during the legislative session.

### Executive Director's Report

The preceptor incentive was sent back to Policy Committee from the Council in September to consider alignment with rural providers and to estimate the impact on the Workforce Development Training Fund. Ms. Secrist met with stakeholders and learned that nearly 40% of nurse practitioners go to rural areas already and there would be challenges in limiting funding to either rural preceptors and/or students who intend to locate in rural areas. She also had a conversation with the Blue Cross Foundation about partnering on this initiative and will bring more information back at the next meeting.

### Follow up from Full Council meeting.

Challenges and Opportunities Break Out Session Follow up:

- Making sure the council is balancing the requests for funding with the priorities we have established.
- The Council is now looking at these issues through a lens of resource constraint.
- This Committee reflected on doing more while continuing to meet the needs that the Workforce Development Council is already committed to. The focus is on great resource management and on resource acquisition.

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- We are uniquely situated to strategize the statewide needs of our workforce.
- We fund, we strategize, we publicize, and we evaluate what is giving the best return on investment. Maybe as our belts tighten, we rethink our strategy?
- Do we have the data that might help us make more difficult decisions? Which types of grants have the greatest return on investment?
- What else could be done to continually refine the process of granting applications to ensure the success of the applicant and the funds? The more data we have, the more manageable the lift. We need to rigorously document the effectiveness of our funds.
- What would it look like to be able to examine the effectiveness of our projects, for the whole council?
- The Committee would like to build on what is already being done successfully.

Ms. Secrist will work with Mr. Phillips to design a follow-up presentation for the December Council meeting on Results Based Accountability and data driven decision-making.

### **Executive Committee Open Discussion**

Ms. Griffin spoke about the influx of childcare requests and how badly the CCEG Committee wants to fund all the strong requests. Her message to the Committee was one of excitement and frustration that we have so much less than what is needed to award all those deserving applications.

Ms. Secrist presented the upcoming council changes:

- Linda Clark's seat is up and she is in the running for President of the State Board of Education in April 2023.
- James Pegram is coming up. His work representing the Council on the Vocational Rehabilitation Council is essential, so the Committee is hoping he will continue in his seat.
- Audrey Fletcher is getting ready to retire but has agreed to stay on through the fall. She was appointed to represent the Healthcare industry. We will need to work to replace her seat.
- Senator Stennett has been replaced by Senator Semmelroth.

We are coming up on time to meet with the State Board of Education again. Ms. Secrist is going to work on getting it scheduled.

**Motion by Mr. Young to adjourn. Adjourned at 3:32 p.m.**