

**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

**EXECUTIVE COMMITTEE MEETING MINUTES**

**Date:** Wednesday, November 10, 2022

**Time:** 3:30 p.m. – 5:00 pm

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

**Guests:**

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

**Call to Order at 2:01 p.m.**

**Roll Call** – Quorum Met

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

**Review October 13, 2022 Meeting Minutes**

**Motion by Ms. Griffin to approve the October 13, 2022 meeting minutes as written. Second by Mr. Maloney. Motion carried.**

**Budget Report**

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

WDTF				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 480,800	\$ 164,606	\$ 316,194	34%
<b>Personnel</b>	<b>\$ 480,800</b>	<b>\$ 164,606</b>	<b>\$ 316,194</b>	<b>34%</b>
Administrative Services & Supplies	\$ 6,000	\$ 3,027	\$ 2,973	50%
Communication Costs	11,349	2,417	8,932	21%
Computer Services & Supplies	26,100	9,014	17,086	35%
Contracts, Events & Other Council Activities	532,551	79,779	452,772	15%
Employee Development, Memberships & Subscriptions	7,250	900	6,350	12%
Employee Travel Costs	18,000	813	17,187	5%
Government Overhead & Insurance	6,750	6,460	290	96%
Rentals & Operating Leases	61,000	1,183	59,817	2%
<b>Operating Budget</b>	<b>\$ 669,000</b>	<b>\$ 103,593</b>	<b>\$ 565,407</b>	<b>15%</b>
<b>Grand Total</b>	<b>\$ 1,149,800</b>	<b>\$ 268,198</b>	<b>\$ 881,602</b>	<b>23%</b>

Trustee and Benefits	Beginning Balance	Disbursements	Ending Balance
Grant Reimbursement(s) Spending Authority	\$ 7,384,500	\$ 1,391,240	\$ 5,993,260

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WDTF Financial Summary		WDTF Revenue			
WDTF Cash Balance 10/1/2022 \$ 14,292,359		Month	Transfer In	Interest	Collection Cost
Revenue	239,927	July	\$ 260,762	\$ 12,231	\$ 42,108
Interest	22,370	August	892,198	14,898	-
Payments	1,048,513	September	10,162	18,825	-
WDTF Cash Balance 10/31/2022 \$ 13,506,144		October	239,927	23,370	-
Obligated Employer Grants	\$ 1,720,034	November			
Obligated Industry Sector Grants	4,818,037	December			
Obligated Innovation Grants	872,084	January			
*Obligated Outreach Projects & Allocated Budget	699,158	February			
**Short Term Financial Assistance Program	1,518,222	March			
FY23 WDTF Admin Costs	565,407	April			
		May			
Obligated Balance	\$ 10,192,942	June			
		FY23 Totals	\$ 1,403,049	\$ 69,324	\$ 42,108
Unobligated Balance	\$ 3,313,202				
Proposals Under Review	2,844,958				
Unobligated Balance if all funded	\$ 468,244				

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

**Discussion:**

- We have a lot of active grants. Why are they not asking for reimbursements?
  - The disbursements include Launch obligations made prior to the ARPA funds but it is also grant reimbursements.
- Is there any concern about progress the grantees are making?
  - The WDC staff are in the process of doing a deep dive on all of the grantees to make sure they are all on track. September 30 was the end of a quarter; they have 30 days to submit for reimbursement. We will have an update on all the grants by the end of December.
- There are 25-30 employer grants. Are there any employer grants that are not moving forward?
  - Ground Force was awarded a grant, but they had a shift in management along with the number of trainees. These two factors moved them away from registering their apprenticeship program and they decided to cancel the grant. They may reevaluate and resubmit at another time.
  - We have 9 employer grants open, 13 industry sector, and 6 open innovation grants. There are a few employers who have not been invoicing us. Mr. Emery is reaching out to those entities.
  - We do not want to have obligated grants out there that people are not using.
- The disbursements of the ARPA funds, are those Launch dollars?
  - Most are Launch, but some of them for TPM reimbursements.

**True West Beef Employer Grant**

True West Beef LLC (TWB) is a Northwest beef company that is constructing a state-of-the-art beef processing plant Jerome, Idaho. TWB partners include leading cattle producers from the West and an experienced beef processor. TWB will sell quality branded beef that it produces in addition to by-products destined for further processing to meet the demand for alternative uses.

The new facility currently has 29 employee who were hired in November of 2021. Seventeen of the 29 were transferred from TWB’s parent company Agri Beef. The employer will hire an additional 234 new employees over the two-year grant period. Employee training will consist of both internal and external training.

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**WDTF Request: \$181,290.85**

Discussion:

- Did they look at making this an industry sector training program?
  - They had not discussed this. CSI was awarded a TPM host organization from the council and they have not prioritized this industry sector at this time. This could be a future conversation as the industry grows in that area.

**Motion by Mr. Young to approve the True West Beef Employer Grant in the full amount of \$181,290.85. Second by Ms. Leonard. Motion carried.**

***WDTF & ARPA Funding Allocations***

Mr. Thomsen reviewed the current projects under development.

Organization	Grant Type	Amount	Status	Anticipated Review date
True West Beef	Employer Grant	\$182,290.85	recommended by Grant Review	October
Micron	Innovation Grant	\$2,004,000.00	Submitted	November
Learning How 2 Live Inc.	Innovation Grant	\$407,179.30	Submitted	November
Boise State University - Advanced Manufacturing	Industry Sector Grant	\$2,672,918.40	Submitted	December
University of Idaho - Forestry Grant	Industry Sector Grant	\$708,290.58	Submitted	November
Mountain View Hospital/Idaho Healthcare Institute	Industry Sector Grant	\$1,729,488	Submitted	November
Idaho State University - Nursing	Industry Sector Grant	\$3,000,000	Draft	January
College of Eastern Idaho	Industry Sector Grant	\$1,000,000	Draft	Spring
Y STEM and Chess - Web Development Apprenticeship Program	Innovation Grant	\$150,000	Draft	January
<b>Totals</b>		<b>\$11,671,876.23</b>		

The FY23 ARPA allocation for Workforce Training was made while Micron was developing their plans to bring semiconductor manufacturing back to the United States. Micron was investigating multiple states for expansion as the CHIPS Act was making its way through Congress. Idaho was one of the states, but the announcement wasn't made until mid-September. The CHIPS Act requires significant state and local support to tap into the billions of dollars that will become available in Spring 2023. Micron is preparing a waiver request for the Policy Committee that would allow them to apply for an employer grant that significantly exceeds our current limits. If the waiver request is recommended by the Policy Committee, it will go to the full Council on December 14 for consideration. Given the magnitude of their request, along with additional requests to invest in the STEM infrastructure of the state, the Council would need to revise the spending plan for the ARPA funds. Ms. Secrist shared a draft plan that would be need to be approved if the Council approves supporting Micron expansion:

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Leading Idaho - Workforce Training Investments			
Appropriation	FY23	FY23	FY24
Personnel	\$ 123,600	\$ 123,600	\$ 138,300
Operating	\$ 636,000	\$ 649,000	\$ 161,000
Trustee Benefits	\$ 24,240,400	\$ 24,227,400	\$ 24,700,700
Total	\$ 25,000,000	\$ 25,000,000	\$ 25,000,000
Allocations	Approved	Modified	
Idaho Launch	\$ 9,999,800	\$ 9,999,800	\$ 4,515,700
Simulators & Mobile Training Equipment	\$ 3,000,000	\$ -	\$ -
Talent Pipeline Management Regional Project Managers	\$ 1,240,600	\$ 1,227,600	\$ 1,185,000
TPM Implementation Funds	\$ 10,000,000	\$ -	\$ -
Next Steps Idaho Investments	\$ 250,000	\$ 250,000	\$ -
Launch Marketing & Development	\$ 375,000	\$ 375,000	\$ 150,000
Salary	\$ 123,600	\$ 123,600	\$ 138,300
Operating	\$ 11,000	\$ 24,000	\$ 11,000
Micron - Employer Grant	\$ -	\$ 10,000,000	\$ -
STEM Focused Industry Sector Grants	\$ -	\$ 3,000,000	\$ 19,000,000
Total	\$ 25,000,000	\$ 25,000,000	\$ 25,000,000

**Discussion:**

- Mr. Young had a conversation with the Governor about Launch. He told the Governor that we are anticipating a shortfall in our budget and asked whether it would be included in the \$80m postsecondary and in-demand careers fund. The Governor is looking at possible ways to support Launch.
- The Grant Review Committee will still be the deciding factor for any funding requests from Micron. If the Council approves the waiver and reallocation of funds, the applications will still go through the Grant Review Committee to determine if their request meets our expectations and should be funded.
- The Grant Review Committee is going to need to use the rubrics and make prioritized decisions as these changes will significantly impact funding available to other projects. Maybe by setting fixed deadlines for grant applications, they can be compared against one another to make these decisions less subjective.
- The Committee would like someone from the Governor’s Office to speak with the Council about the importance of the Micron expansion and what they need from the WDC. It will help provide some clarity and direction.
- Mr. Thomsen has been working with Micron to discuss the STEM focused projects they have been considering and how they might fit into our grants. Micron is looking at making investments that are going to impact STEM across the state.

Ms. Secrist reviewed projected Launch obligations. Please see attached document.

- We could decrease the maximum amount of funding per participant from \$7,500 to \$5,000. Most of the areas we see participants tapping into the full \$7,500 in Launch funding is in the apprenticeship programs. One advantage to the apprenticeship programs is the apprentice is working so they are earning money to help cover related training costs.

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- As we have watched Launch become so successful, one of the observations made is that it is so successful is because this is the only type of funding available for non-credit training. This continues to be a priority. If we need to adjust limits, maybe we should consider whether expanding into for-credit training is appropriate right now.
- As Caty has been approving the course and price approvals, there has been a creep towards that \$7,500 limit. In many programs this is reflective of the rising costs of everything due to inflation.
- We do not have thorough research on how many people are truly benefitting from the program. We need to work on measuring impact.
- Can we figure out who has gone from first year to second year in the apprenticeships?
  - We should be able to get that information.
  - Maybe funding is only offered for those who go to the second year of the apprenticeship since there is usually about a 40% drop rate.
- IDOL has started an evaluation of Launch, but we will not have it until February. We will be able to show it at the March meeting. We will continue to show the wage increases and how many people are employed. But that is all the data we have currently. It takes time to evaluate effectiveness and we are just now starting to be able to look at true outcomes.
- What percentage of the Launch reimbursements are for apprenticeship related programs?
  - This fall we saw a big shift in Launch. Up until this quarterly report we were at 48% CDL's. That has decreased to 38% and construction has increased to 34%.
- So far, we have seen good data showing wage increases for those who have gone through Idaho Launch. Would that equate to a successful program alone or do they have to be connected directly to the programs they graduated from for it to be considered successful?
  - The first goal is to get the Idaho workforce the training they need to achieve the economic success that they want to have. The other goal is to satisfy the needs of employers who need skilled employees. We need to measure both. It is great if they are moving on to bigger things but that still leaves part of the gaps in industry open.
  - Participation in Launch does increase an individual's economic goals, but we need to see past that. If we are trying to solve the problem of meeting the needs of industry, then we have to measure who is staying in the industry. We have two constituents: individuals and industry.
  - As this evaluation gets under way, we need to make sure we are going to ask the questions the council wants answered. This should be discussed at the December Council meeting.

The Committee agreed to meet again before their next regularly scheduled meeting to address the remaining items on the agenda. Ms. Watson will send out a Doodle Poll for the end of next week and the week of Thanksgiving.

**Motion by Ms. Griffin. to adjourn. Second by Mr. Maloney. Motion carried.**  
**Adjourned at 3:33 p.m.**