

BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

B. J. Swanson
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

Date: Wednesday, July 14, 2021
Time: 8:30 a.m. – 5:00 p.m. Mountain
Location: *In-Person
Chinden Campus Conference Center
11351 W Chinden Blvd.
Boise, Idaho 83714
Building 6

* We ask that all in-person attendees follow current CDC guidance related to masking and physical distancing.

WORKFORCE DEVELOPMENT COUNCIL AGENDA

	*Action Required	
8:00 - 8:30 am	Networking	
8:30 – 9:00 am	Welcome <ul style="list-style-type: none">• Roll Call• *Review/Approve Agenda• *Approve Minutes from April 14, 2021 Meeting• Council Member Updates<ul style="list-style-type: none">○ Audrey Fletcher – re: Shoshone-Bannock Tribes	Deni Hoehne, Chair
9:00 – 9:30 am	Next Steps & Launch Update	Caty Solace
9:30 – 10:30 am	Executive Director’s Report <ul style="list-style-type: none">• FY21 Year End Budget Report• *FY22 Operating Budget• FY23 Budget Request• Committee Reports Chair’s Report	Wendi Secrist Deni Hoehne, Chair
10:30 – 10:45 am	*WDTF Policy Update <ul style="list-style-type: none">• Apprenticeship Incentive• Innovation Grant	BJ Swanson
10:45 – 11:00 am	Break	

11:00 – 12:00 pm	Board Development Continuation – Input to Strategic Plan	Caty Solace
12:00 – 12:45 pm	Lunch	
12:45 – 1:45 pm	An Update on the Kitchen Sink: this year’s labor market so far, research projects and exploring Idaho demographics	Craig Shaul, Idaho Department of Labor
1:45 – 2:45 pm	Council Discussion – data, labor market challenges, the Council’s work	Facilitated by Deni Hoehne
2:45 – 3:00 pm	Break	
3:00 – 3:45 pm	Adult & Dislocated Worker Service Provider Introduction	Matt Sneed, Equus Workforce Solutions
3:45 – 4:30 pm	WDTF Grant Update Innovation Grants <ul style="list-style-type: none"> • International Rescue Committee • Palouse Pathways Idaho Launch <ul style="list-style-type: none"> • Brandy Witt, IDOL • Joe Lozano, IDOL 	Matthew Thomsen & Caty Solace
4:30 – 4:45 pm	Closing Remarks	Deni Hoehne, Chair

Reasonable Accommodations for Persons with Disabilities: Please send requests three days prior to the meeting to Paige Nielebeck, Idaho Workforce Development Council, 208-488-7560, or paige.nielebeck@wdc.idaho.gov.

April 14, 2021
Meeting Minutes

BRAD LITTLE
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WORKFORCE DEVELOPMENT COUNCIL

317 West Main Street, Boise, Idaho 83735-0510

Meeting Minutes

Date: Wednesday, April 14, 2021
Time: 9:00 a.m. – 5:00 p.m. (Mountain Time)
Location: In-Person/Zoom – State of Idaho Chinden Campus

Council Member Attendees: Jane Donnellan, Kelly Kolb, Anna Almerico, Jeff Greene, Russ Barron, Jani Revier, Ed Huskey, Clay Long, Elli Brown, Lori Wolff, Matt Van Vleet, Liza Leonard, Joe Maloney, Dave Hannah, Sherry Maupin, James Pegram, Deni Hoehne, John Young, Shelli Bardsley, Lori Barber, Tom Kealey, Tom Schultz, Sean Coletti, BJ Swanson, Donna Butler, Oscar Evans, Audrey Fletcher, Brian Cox, Marilyn Whitney, Sarah Griffin, Linda Clark

Staff: Wendi Secrist, Paige Nielebeck, Caty Solace, Amanda Ames, Jeffrey Bacon, Matt Thomsen

*Workforce Development Council is hereafter referred to as WDC.

Call to order at 9:00 a.m.

Roll Call/Introductions – Quorum met

***Review/Approve Agenda**

The minutes being reviewed are January 13, 2021.

Agenda Approved.

***Approve Minutes from January 13, 2021 Meeting**

Unanimous consent request from Mr. Young to approve the January 13, 2021 meeting minutes as written. There are no objections.

100 Years of Vocational Rehabilitation

Ms. Donnellan shared a video prepared by the Idaho Division of Vocational Rehabilitation. 2020 is the 100th anniversary of the state and federal Vocational Rehabilitation (VR) programs. This is a great opportunity to highlight VR and celebrate the 30th anniversary of the Americans with Disabilities Act.

Governor Brad Little

The overarching goal is to create an atmosphere where young Idahoans want to stay in Idaho and pursue a career here. COVID-19 has created challenges for everyone, and the workforce has shifted. Change is inevitable, adaptation, and survival are optional. The entities who remained nimble throughout the pandemic are the ones who survived. As Idaho looks at recovering from the pandemic, the workforce gap needs to be addressed. There have always been workforce gaps, but COVID-19 has magnified the issue.

There has been a digital divide going on in Idaho schools. Most school districts now have the connectivity and devices to ensure each student will have a digital connection. The State is also working to get more connectivity in rural Idaho. To-date, \$300 million is being invested in broadband expansion in rural Idaho.

Idaho is leading the country in economic momentum. Idaho is excelling in workforce training, connectivity, early education, and CTE. Idaho's youth need to be exposed to Idaho's workforce and take tours of Idaho employers. There is always great opportunity for expansion in these areas. The WDC has done an incredible job of helping spark passion for careers in Idahoans starting at a young age, but there is still a lot of work to do. It is important to continue providing resources to employer, educators, and our partners.

Discussion:

Is the early childhood education grant in the legislature something the WDC should be interested in?

- Idaho youth need to be reading proficiently by the end of 3rd grade. We must work on early childhood education whether or not the spending authority is approved.

Board Development Activity

Mr. Young, Ms. Brown, Ms. Swanson, Ms. Leonard, Ms. Lenz, Mr. Kealey, Mr. Kolb, Mr. Greene, Ms. Griffin, and Mr. Pegram all had the opportunity to meet with their networks and share the WDC's work and resources.

Discussion:

If the WDC is going to help Idaho, the council members need to be active participants in the community spreading the work about workforce development.

The Council participated in Board Development Activities. Please see attached notes and packet.

The Council identified these qualities as those of a good team.

- Consistent Processes
- Mission Focus
- Communication
- Respectful
- Empowered
- Collaborative
- Fun

- Everyone Participates
- Trust
- Commitment
- Healthy Disagreement
- Diversity
- Organized
- Open to New Ideas
- Passionate
- Satisfied/Fulfilled
- Leadership

The Council members wrote down and posted what they think their role as a council member is. Their ideas were grouped as follows:

Being prepared and engaged.

- Commitment and Follow-Up
- Make a Difference
- Expand Workforce Opportunities
- Effective Ideas and Solutions
- Evangelism and Outreach
- Buy-In to WDC Goals
- Do the Homework – Come to Meetings Prepared
- Develop
- Actively Participate
- Input
- Engage
- Be Present in Meetings
- Evaluate Funding Requests
- Provide Support and Expertise
- Read the Packet Before the Meeting
- Actively Participate
- Ear to the Ground
- Work with the Rest of the Council on the Goals & Mission of the WDC
- Commit to Serve
- Serve
- Create Opportunities
- Inform Community (liaison)
- Committee Assignments
- Support Workforce Development
- Become Informed
- Represent what is Achievable or what Problems may Arise when Trying to Implement New Programs

Collaboration/Communication

- Build Bridges between Government and Private Sector
- Create Communication Channels Between Policy Makers & Boots on the Ground Providers
- Vision
- Express Needs of Employer(s) in Eastern Idaho
- Educate and Share
- Connect Future Employees with Employers
- Share
- Listen to Learn and Understand Others' Perspectives
- Outreach
- Communication
- Communicate Opportunities/Grants with my Network
- Build Relationships with Other Board Members
- Engage with Community/Staff/Stakeholders
- Advocate
- Connect Employees, Community, and Education/Agency Partners
- Connect Work Opportunities to People & Vice Versa
- Collaborate
- Bring Ideas
- Speak Up
- Strategize on Outreach/Connecting Youth with Future Career Ideas
- Outreach on how WDC Resources can Assist Around the State
- Communicate Both Directions
- Be an Ambassador for WDC Statewide
- Connect
- Communication Across ALL REGIONS of the State

Diversity

- Represent Individuals with Disabilities in Employment
- Advocate for Individuals with Disabilities in Training to Lead to Careers
- Provide Education to Businesses on Individuals who Benefit from Vocational Rehabilitation Services
- A Resource to Employers in Filling their Employment Needs with a Diverse Workforce

Funding Resources

- Get Grants to Assist Workforce & those Grants Have an Impact
- Allocate Funds for Workforce Training
- Advise Grant Committee on Applications Presented to Council
- Leverage
- Leverage Resources
- Explore Possibilities & Opportunities

Advocacy

- Support for Governor Little's Vision for WDC
- Ensure a Strong Connection with Government and Legislature
- Advise Legislators on Workforce Issues
- Develop Policy for Framework for Workforce Training
- Advocate for WDC with Legislature
- Advise Governor on Workforce Issues
- Provide Guidance
- Set Policy Direction for the State
- Work with Partnering Agencies/Programs to Create Systems that Benefit Job Seekers and Employers

Education Focus

- Training Talent for Talent Gaps (program & process)
- Empower Educators
- Educate Organizations and Individuals
- Ensure Workforce Development Goals Reach Youth K-12 & in Out-of-School Settings
- Encourage Out-of-School Programs to see Their Role in Workforce Development
- Provide Learning Tools
- Educate Others
- Help Guide Investment in Educational Opportunities
- Represent WDC in my Network
- Be a Champion for the Workforce in Idaho
- Identify Future Employee Needs
- Close the Gap Between Education and Employment
- Be Prepared to Question & Discuss Council Agenda Items
- Help Idahoans Increase their Skill Sets

Using/Leveraging Networks

- Connect Entities to Agencies
- Utilize my Network
- Real-World Insight and Feedback
- Reform
- Experience
- Perspective
- Represent my Company and Industry
- Provide Outreach to Communities & Stakeholders Encouraging Participation in Workforce Programs
- Facilitate info to Different Entities
- Provide Experience from your Industry or Background
- Ensure Students are Prepared

- Commerce Perspective on Workforce Development
- Help Idahoans Prosper
- Think of Ways to Help the Council be Successful in Whatever Economic Situation the State of Idaho is in
- Share Availability of Resources with my Network
- Improve Line of Site Between Industry & Workforce
- Facilitate Between Entities
- Focus Training Efforts
- Work with the Boards Assigned to DOPL on How we can Help the Council

IDOL/Apprenticeships

- Help Explain Apprenticeships
- Explain that Labor in Idaho isn't Labor on West Coast
- Represent Labor (workers)
- Explain Apprenticeships

Lunch: 12:00 pm – 1:00 pm

Life's Kitchen Presentation

Ms. Johnson presented on Life's Kitchen.

The new Life's Kitchen facility will be open on May 18. In the new facility, Life's Kitchen will be able to have up to 25 students at a time. They are also raising the participant age range from 16-20 to 16-24.

Executive Director's Report

In October, the Council discussed the Out-of-School Youth population. Some of the funds recaptured from the WIOA Youth programs, the WDC decided to do research on how to best identify and engage out-of-school youth. Focus groups start next week. All of the data will be put together by the BSU Policy Institute.

The WDC is working with IDOL to update the in-demand occupations tool. The current in-demand occupations tool has limitations that we are working to address.

Ms. Secrist and Mr. Evans are working with the newly formed Idaho Veterans Chamber of Commerce. The WDC is also working with Senator Crapo's Office to help states be more proactive in connecting veterans to occupations.

Ms. Fletcher is working on a working relationship with the Shoshone-Bannock Tribe to build connections between them and the WDC. A number of Shoshone-Bannock program directors and Tribal Council members are coming to Boise to figure out how the two entities can partner and to tour the Dennis Technical Center.

Budget Report

WORKFORCE DEVELOPMENT COUNCIL OPERATING BUDGET - March 31, 2021													
STATE EXPENDITURE CATEGORY	WDTF Budget	Total WDTF YTD Spent	Total Ending WDTF	WIOA Budget	Total WIOA YTD Spent	Total Ending WIOA	YARG Budget	Total YARG YTD Spent	Total Ending YARG	TOTAL BEGINNING BUDGET	TOTAL YTD Spent	TOTAL YTD Spent %	TOTAL ENDING BALANCE
Salary & Benefits	\$395,300	\$283,697	\$111,603	\$96,700	\$63,188	\$33,512	\$70,000	\$35,678	\$34,322	\$562,000	\$382,563	68%	\$179,437
PERSONNEL	\$395,300	\$283,697	\$111,603	\$96,700	\$63,188	\$33,512	\$70,000	\$35,678	\$34,322	\$562,000	\$382,563	68%	\$179,437
Administrative Services & Supplies	\$6,000	\$1,051	\$4,949	\$1,000	\$4	\$996	\$675	\$968	-\$293	\$7,675	\$2,023	26%	\$5,652
Communication Costs	\$4,000	\$5,125	-\$1,125	\$0	\$0	\$0	\$300	\$210	\$90	\$4,300	\$5,335	124%	-\$1,035
Computer Services & Supplies	\$26,500	\$14,982	\$11,518	\$0	\$0	\$0	\$29,320	\$2,053	\$27,267	\$55,820	\$17,035	31%	\$38,785
Employee Development, Memberships & Subscriptions	\$7,500	\$338	\$7,162	\$21,500	\$17,074	\$4,426	\$0	\$0	\$0	\$29,000	\$17,411	60%	\$11,589
Employee Travel Costs	\$25,000	\$446	\$24,554	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$446	2%	\$24,554
Contracts, Events, & Other Council Activities	\$528,500	\$96,514	\$431,986	\$24,300	\$0	\$24,300	\$30,000	\$0	\$30,000	\$582,800	\$96,514	17%	\$486,286
Rentals & Operating Leases	\$8,500	\$5,201	\$3,299	\$0	\$0	\$0	\$0	\$0	\$0	\$8,500	\$5,201	61%	\$3,299
OPERATING	\$606,000	\$123,657	\$482,344	\$46,800	\$17,078	\$29,722	\$60,295	\$3,230	\$57,065	\$713,095	\$143,965	20%	\$569,130
Grand Total	\$1,001,300	\$407,354	\$593,947	\$143,500	\$80,266	\$63,234	\$130,295	\$38,908	\$91,387	\$1,275,095	\$526,528	41%	\$748,567

STATE EXPENDITURE CATEGORY	TOTAL BEGINNING BUDGET	TOTAL YTD Spent	TOTAL ENDING BALANCE
TRUSTEE AND BENEFITS (Spending Authority for Grant Reimbursements)	\$11,750,000	\$1,026,727	\$10,723,273

WDTF Financial Summary - March 1, 2021	
WDTF Cash Balance 3-1-21	\$15,668,795
Revenue	\$12,658
Interest	\$5,050
Payments	\$203,654
WDTF Cash Balance 3-31-21	\$15,482,848
Obligated Employer Grants	\$1,052,187
Obligated Industry Sector Grants	\$3,076,355
Obligated Innovation Grants	\$123,662
*Obligated Outreach Projects & Allocated Budget	\$946,640
Short Term Financial Assistance Program	\$1,841,479
FY 21 WDTF Admin Costs	\$593,947
WDTF Obligated Balance	\$7,634,270
Unobligated Balance	\$7,848,579
Proposals Under Review	\$2,594,671
Unobligated Balance if all funded	\$5,253,907

*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	\$342,942	\$5,389	
February	\$384,864	\$5,132	\$7,392
March	\$12,658	\$5,050	
April			
May			
June			
FY21 Totals	\$2,676,537	\$57,083	\$15,945

Launch

Ms. Solace shared the Launch introduction video.

Discussion:

Launch is Idaho's way of connecting individual Idahoans with training opportunities aligned to employer needs. A survey was conducted last summer to find out what skills employers are seeking in their employees. Launch was born out of a strategy passed down from the Council to the Outreach

Committee to connect individuals with training. With the CARES Act funding, the WDC was able to get the program off the ground.

Launch connects individuals to career planners at IDOL. 16,000 individuals have visited the Launch website. Individuals are spending over 2 minutes and 30 seconds on the site. About 1,200 Idahoans have filled out the form to be connected to Idaho Launch. Currently, the WDC has executed over 200 contracts with individuals and provided about \$292,000 of CARES Act Funding and \$158,000 in WDTF funds. The WDTF funds can pay for between 75%-90% of the training costs.

Public institutions and private partners have been participating in Idaho Launch. Sage Trucking and Top Gun Trucking have been heavily utilizing the program. CSI is leading the way for the state institutions.

About 80 individuals have gone through CDL training. The next largest group is in healthcare with 19 in patient care and 19 in administrative training. There has been steady enrollment in the business and trade programs.

Launch initially is working with non-credit programs but the Policy Committee is investigating if the program should be adapted to extend to for-credit programs.

Next Steps

Next Steps will start the search engine campaign soon, followed by the first phase of a digital campaign. The Council can also help spread the Next Steps message.

IPTV Video

Ms. Solace will send a link to the IPTV 360 video of a logging company to the Council.

Chair's Report

Committee Reports

Chair Hoehne referenced the Committee Reports. Please see attached packet.

Chair Hoehne attended the NGA Workforce Board Symposium as a representative for Idaho. Idaho is on par or ahead of a lot of other states. Chair Hoehne was able to share the programs Idaho is working on. She highlighted Launch, the focus on in-demand jobs, apprenticeships, and TPM.

Two things did come up that the council should discuss.

1. Creating jobs in rural areas.
2. The disproportionate impact that the pandemic has had on women.

Committee Updates/Requests

***Apprenticeship Incentive**

Ms. Swanson reviewed the apprenticeship incentive policy. Please see attached document.

Ms. Swanson requests unanimous consent to add the Registered Apprenticeship Incentive to the WDTF policy as written and to allow staff to execute agreements to process these incentives, in accordance with the policy, without further review by the Grant Review Committee. Second by Ms. Revier.

Discussion:

Which industries have the most Registered Apprenticeships?

- Right now, the trades have the highest percentage. There is growth in manufacturing, healthcare, and IT.

Where did the \$1,000 limit come from?

- The cap is \$1,000 per year for the duration of the apprenticeship. This is a starting point. The Committee does recognize that some costs employers have up front they will need funding for but the Committee also wants to be conscious of utilizing tax payer dollars and ensure the apprentice is going to complete the program.
- There is a cap of \$10,000 per business per year. This program is designed to support both large and small employers.

There are no objections. Policy approved.

WBL Committee Update

The Council tasked the Apprenticeship Committee with exploring supporting all types of work-based learning (WBL). The Apprenticeship Committee has expanded to become the WBL Committee.

Ms. Fletcher provided an update on the WBL Committee. Please see attached packet.

Youth Apprenticeship Readiness Grant Update

Mr. Gramer and Ms. O'Toole provided an update on the Youth Apprenticeship Readiness Grant. Please see attached presentation.

IBE appreciates their relationship with the WDC, not just on the Youth Apprenticeship program, but also the Age of Agility Conference.

IBE has put in place strategies and protocols to achieve their goal of placing 400 apprentices over the next 4 years. The focus of the first year of the grant is to build structure, systems, processes, and get people engaged. COVID-19 made this year difficult. IBE has the structure and systems now in place and are very thankful to all the partners who have helped build the infrastructure.

IBE has reached 572 people through various outreach activities.

The first apprentice was placed on the 5th of March. About 150 students have indicated they are interested in the program. 27 employers are in the process of registering their apprenticeships to

participate in the program. IBE thinks they will be able to get 5 more employers involved before the end of the first year of the grant.

A lot of the students IBE works with are Title I students. IBE is working with a lot of other agencies to support the students. IBE has also been working to create tools for employers to assist in the process of setting up an apprenticeship.

IBE won a small grant to support cybersecurity apprenticeships in Idaho. For each apprentice they place, they get \$400 to support the program. For each apprentice who participates in a competition, they get \$250 to offset the competition costs.

What types of employers are interested?

- The three grants focus are on healthcare, IT, and manufacturing. There is an enormous interest in CNA apprenticeships. IBE is seeing a broad spectrum of industries interested in participating.

USDOL has not funded grants to support youth apprenticeships before. This has been a tremendous journey and it is exciting to see where Idaho will go in the next 4-years and beyond.

Break: 2:30 p.m. – 2:45 p.m.

WIOA Youth Program Updates

As the Local Workforce Board, the WDC has determine the local area set asides for WIOA funding on an annual basis. Last year, the WDC provided funding to a few programs. These programs are here to provide updates.

Justice Involved Youth

Mr. Leigh and Mr. Jacobson presented on the Justice Involved Youth program. Please see attached presentation.

Mr. Jacobson has been meeting with the individuals set to be released before the end of the funding (which is June 2021). Out of the 16 individuals he has spoken to, 15 will be released in the next few months. Mr. Jacobson has met with an additional 20 individuals to provide information on what the program entails.

Having this program has been extremely helpful in getting information to inmates. It is helping get these individuals a starting point for when they are released from corrections. We want these individuals to be success and not return to the corrections system.

On the employment side of things, organizations should look at individual's offense and make a hiring decision based on that offense. It is important to ask the individual to share their story. There are a lot of skilled individuals in the corrections system. There are almost 30 apprenticeship programs available to inmates in the corrections facilities.

Corrections is working with a group to create a website to help inmates further their education and employment opportunities. This website is going to live in the prison facilities. Corrections also has an MOU in place with the Social Security Administration to reissue SSN cards to inmates upon release and with ITD to get them state-issued IDs as well. This will help them be able to leave the system and secure employment.

Discussion:

How will inmates have access to transportation once they are released?

- Corrections works with partner agencies throughout the state to get the inmate bicycles or bus passes. As the individual finds employment, it will be up to them to sustain their own transportation.

Apprenticeship Outreach

Ms. Losh presented on Idaho State AFL-CIO Apprenticeship Outreach. Please see attached packet.

Ms. Losh is working on building relationships with the schools and helping high school students find their passion. Students need to be aware of all training options available to them in Idaho. Ms. Losh is working with IBE, and all the apprenticeship agency partners to reach high school students throughout Idaho.

Youth-in-Need

The Youth-in-Need is providing services to individuals who are currently not working or who have done agricultural work in the past year.

Ms. Guillen reviewed a Youth-in-Need flyer. Please see attached document. This flyer is also available in Spanish.

Ms. Guillen is working with radio stations throughout the state to get airtime to talk about the program and services.

Discussion:

What is the biggest barrier in reaching youth? If the youth are aware of the program, why would they turn down support?

- COVID-19 posed challenges. These individuals are seasonal farm workers. Part of the outreach efforts include going out to the individuals and speaking with them face-to-face. They have been unable to do this part of the outreach due to COVID-19.
- Language barriers can deter the youth, especially if the family relies on the youth for income. This can make the parents hesitant to let their child participate in the program.

****WIOA Local Area Set-Asides***

Ms. Secrist reviewed the WIOA Local Area Set-Asides Memo. Please see attached packet.

Motion by Ms. Clark to approve the following with respect to PY21 allocations and PY20 recapture:

- Recapture all eligible PY20 program funds, to be calculated based upon final PY20 expenditures, in accordance with the policy approved on April 7, 2020.
- Redistribute PY20 recaptured funds across service delivery and local areas to provide 20% carry-in of PY20 funds to be used in the first quarter of PY21.
- Request that the state administrative entity transfer any deficit in the PY20 recaptured funds and PY21 local area set asides between the local areas, as needed.
- Set-aside up to \$975,307, as noted above, for PY21 local area activities. Apply remaining PY20 recaptured funds first, with the balance from PY21 funds.

Second by Ms. Fletcher.

Discussion:

Congress is considering providing additional WIOA funding as part of the infrastructure package. There is the chance that the state will receive additional funding this year.

Motion carried.

Unemployment Insurance Fraud and Efforts to Support Returning to Work

Ms. Revier presented on unemployment insurance fraud and supporting the return to work. Please see attached presentation.

Discussion:

If an employer receives an unemployment insurance claim for an employee who has never worked for them, please let IDOL know so they can deny the claim.

Are there any areas of concern around industries that are not recovering at a rate other industries are recovering at?

- The urban areas are faring worse than the rural areas. The urban areas were more impacted in terms of the shutdown. There is more disparity across the state in certain sectors. There are certain sectors that were not impacted or did better during the shutdown. IDOL is going to think about what they can do to help those who in some ways were left behind. It is harder to get back into the workforce the longer an individual is out of it.
- A lot of businesses are looking for workers and cannot find them.

Mr. Shaul wrote an article about the areas that are not recovering well. Ms. Secrist will send the article to the Council.

Workforce Development Training Fund Grants – Outreach Update

Ms. Solace provided an overview of the WDTF Outreach Projects. Please see attached presentation.

Boise State Veterans

Yani Kirkendall presented on the Boise State Veterans Outreach Project. Please see attached packet.

STEM Action Center (STEM AC)

John McFarlane presented on the STEM Action Center Externship Program. Please see attached packet.

Discussion:

Is the STEM AC working with project Lead the Way?

- STEM AC is, but not on this particular project.

Is the extern program not growing as much in Eastern Idaho?

- The WDC has been working to find out why. There has been a lot of interest in those areas but not many employers wanted to participate this year.

Boise School District

Ann Farris presented on the Boise School District's Outreach Project to build a healthcare workforce. Please see attached packet.

Ms. Solace will send out the links to the videos after the meeting.

Chair's Closing Remarks

Discussion:

Would the Council like to do a hybrid or in-person meeting in July?

- Hybrid can be frustrating due to technology issues.
- The Council is in support of an in-person meeting.

What did the Council members get out of this Council meeting?

- The amazing headway the Council is making.
- The great Externship Program.
- New elevator speeches.
- There is a wide scope covered by the Council.
- Getting a general overview of everything and being able to catch up in all areas.
- Picking new action items.
- Seeing how many resources are available to the WDC.
- The level of commitment from our partners, council members, and committee members.
- Impactful board development
- Better understanding of the role of the Council members.

This is Ms. Brown's last council meeting as a member. The Council is appreciative of her work and support of the Council.

Unanimous consent request by Mr. Maloney to adjourn. There are no objections.

Adjourned at 4:41 p.m.

Next Steps & Launch Updates



Idaho Launch is the 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's start was bolstered through \$1,000,000 in CARES Act dollars that allowed Idaho Workforce Development Council (WDC) to:

- Complete a large-scale survey of employers to ascertain the skillsets they are, and plan to, hire for in the coming years (845 respondents).
- Pay for 100% of training for those whose employment was affected by COVID-19 through the end of May 2021.
- Run a comprehensive outreach campaign to create awareness for the program.

WDC simultaneously, and also under the Launch brand, started a program supported by the WDC *Financial Assistance for Short-Term Training* policy approved in 2020. This program covers 75%-90% of tuition costs through the WDTF for any Idaho resident, who plans to use the benefit to work in Idaho, to take approved short-term trainings.

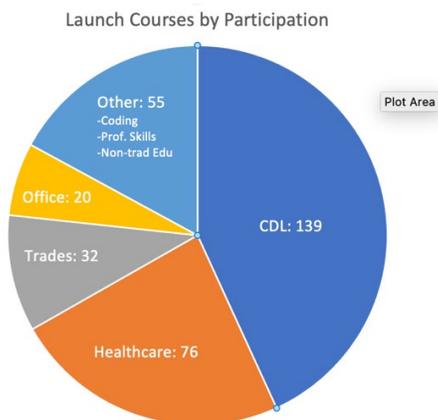
idaholaunch.com went live in mid-October, 2020 and has had over 22,500 visitors with an average session duration of 2:18.

Program costs:

Obligated through 5/31/21	\$772,485
Average cost per month	\$110,355
Estimated annual program cost	\$1,324,260
Administration cost per person	\$50

Participant information:

Participants through 11/16/20-5/31/21	322
Average training cost per participant	\$2,399.02



Proposed Budget for FY22: \$1,500,000

- 600 participants @ \$2,400 each = \$1,440,000
- 600 participants @ \$50 (administration) = \$30,000
- Up to \$30,000 in direct digital/traditional marketing

FY21 Year End Budget Report

FY22 Operating Budget

WORKFORCE DEVELOPMENT COUNCIL OPERATING BUDGET - FY22 DRAFT				
STATE EXPENDITURE CATEGORY	WDTF Budget	WIOA Budget	Youth Apprenticeship Budget	TOTAL BEGINNING BUDGET
PERSONNEL	\$403,100	\$97,809	\$83,491	\$500,909
Administrative Services & Supplies	\$6,000	\$1,000	\$675	\$7,000
Communication Costs	\$7,500	\$0	\$0	\$7,500
Computer Services & Supplies	\$26,500	\$0	\$0	\$26,500
Employee Development, Memberships & Subscriptions	\$7,500	\$17,575	\$1,000	\$25,075
Employee Travel Costs	\$17,900	\$0	\$1,500	\$17,900
Contracts, Events & Other Council Activities	\$528,500	\$31,425	\$26,825	\$559,925
Rentals & Operating Leases	\$8,500	\$0	\$0	\$8,500
OPERATING	\$602,400	\$50,000	\$30,000	\$652,400
Grand Total	\$1,005,500	\$147,809	\$113,491	\$1,153,309
STATE EXPENDITURE CATEGORY	WDTF Grants	WIOA	Sub-recipient & Incentives	TOTAL BEGINNING BUDGET
TRUSTEE AND BENEFITS (Spending Authority for Grant Reimbursements)	\$11,750,000	N/A	\$636,500	\$12,386,500

Workforce Development Training Fund Requests

"Commitments" included in Budget:	
Next Steps	\$250,000
Teacher Externship Program	\$50,000
Policy Committee Request - Idaho Launch	\$1,500,000
Outreach Committee Request	\$350,000

***FY22 Budget Request**

\$350,000—General Outreach Projects Applications Pool

In 2020-21 the Outreach Committee saw a drastic downtick in the number of applications due to the Covid-19 pandemic. This request reflects the Committee's desire to be able to support Outreach needs as the state rebounds.

FY21 Budget Request

\$350,000—General Outreach Projects Application Pool

FY21 Outreach Award Summary - \$62,500

FY20 Budget Request

\$350,000—General Outreach Projects Application Pool

\$250,000—Future Next Steps project

\$80,000—Adult Opportunity Scholarship Promotion (not awarded)

\$15,000—Economic Development Professionals-Workforce Development engagement

\$695,000—Total Outreach Committee FY20 Request

FY20 Outreach Award Summary - \$279,538.06 (General Pool Awarded)

FY19 Budget Request

\$500,000—General Outreach Projects Application Pool

FY19 Outreach Award Summary - \$478,534

Outreach Project Detailed Summaries:

FY21 Outreach Award Summary - \$62,500 (awarded to date) out of \$350,000

- \$10,000 Office of the State Board of Education – Next Steps Month (specifically virtual college fair) FB campaign
- \$52,500 – STEM Action Center – Extern Program

FY21 Award Updates

- \$10,000 Office of the State Board of Education – Next Steps Month (specifically college fair) FB Outreach project paid to promote the college fair on Facebook. 4,026 students attended the virtual college fair (project is complete and will be moved to the completed list).
- \$52,500 – STEM Action Center – Extern Program

This summer 27 externs had opportunities to spend 6 weeks working and learning with Idaho employers. The externs are having experiences at: Franklin Building Supply, Idaho Business for the Outdoors, Saint Alphonsus Regional Medical Center, International Rescue Committee, Simplot, University of Idaho, Office of the State Board of Education, ICCU, Schweitzer Engineering, Idaho Business for Education, G Zero CNC Machining, Gizmo, Idaho Department of Labor, Idaho Public Television, Idaho Veteran's Chamber of Commerce, Boise Watershed, Children's Museum, Bay Shore Systems, Idaho WDC, STEM Action Center, State Department of Education, Gravis Technology, Triple B Excavation, and Warhawk Air Museum

FY20 Outreach Award Summary - \$279,538.06 (total awarded)

- \$14,733.70 - Boise School District – Building Tomorrow's Healthcare Workforce
- \$76,750 - STEM Action Center – Externship Program 2020
- \$4,750 – WDC – Apprenticeship Committee's Outreach Plan
- \$7,500 – SWIMA – Manufacturing Day
- \$10,000 - Veteran's Services – Outreach to Recent Veterans to Fill Critical Employment Vacancies
- \$12,456.52 - AFL-CIO – Idaho Workers Opportunity Network (Revised)
- \$53,155 - Clearwater Economic Development Association – Stimulating the Dreams of North Central Idaho Students for Future Idaho Careers
- \$33,000 – WDC – LEADER Initiative Portal Update
- \$45,068 – Idaho Public Television – VR Tours and Campaign
- \$22,124.84—University of Idaho—Integrating Education and Careers

2019-20 ACTIVE Outreach Pool Award Summaries and Updates:

- \$53,155 - Clearwater Economic Development Association – Stimulating the Dreams of North Central Idaho Students for Future Idaho Careers

Executed a contract modification due to COVID-19: CEDA and *Dream It. Do It. partners* are working

on career awareness workshops for 8th grade students in 19 schools in Region II, North Central Idaho. The modification will allow them to extend the project length and use available resources to create a library of industry occupational videos that can be used during the online workshops and then made available on the DIDI webpage for use by area schools.

- \$33,000 – WDC – LEADER Initiative Portal Update

In order to engage hundreds or thousands of employers we needed to update this site. The site needs to be engaging, full of how-to content, and provide clear actions for employers. The opt-in item needs to be straight forward, quick, and item specific. We will separately pair the new site with a Customer Relationship System (since implemented) that will allow us to manage customer journeys even with our limited staff. This site is expected to be launched within the next couple of weeks.

- \$45,068 – Idaho Public Television – VR Tours and Campaign

Idaho Public Television is completing a series of 360-degree videos highlighting a selection of industries/professions and educational outlets from across the state. The highlighted industries/professions are based on a list of priority industries/professions compiled by the Idaho Workforce Development Council, Idaho State Board of Education, Idaho Department of Labor and Idaho CTE. An example of these videos can be seen here: <https://youtu.be/UgO5cuVh0g4> and here: <https://www.youtube.com/watch?v=aNQUI4GVQAO> IPTV has extended the timeline of this project to allow them to be able to be physically present with more employers.

- \$22,124.84—University of Idaho—Integrating Education and Careers

Modification executed: University of Idaho has had to significantly adapt their program due to COVID-19. Due to COVID-19 restrictions, group tours were limited to fewer participants than originally planned for. Therefore, additional groups will be added in the summer 2021 for physical or virtual tours and collaboration with industry partners.

2018-19 ACTIVE Outreach Pool Award Summaries and Updates:

- \$11,000—Boise State University, Workforce Development for Active Duty National Guard, and Reserves This project is to connect veterans and service members with programs at BSU that lead to in-demand careers. WDC is working with Boise State to ensure they are connected with other state and community resources. Since launching this campaign Boise State had a YOY growth of 36% in total military tuition assistance credit hour usage. In addition, they specifically targeted using military benefits in Boise State online degree programs. This resulted in a 95% growth YOY in those programs. In total, over \$350,000 of Boise State education was delivered to military servicemembers at no cost to those students. This is a ~53% growth in funding usage by military servicemembers at Boise State. We have entered into an extension with Boise State they will move the majority of their events online due to the COVID-19 crisis. They have seen success using incentives in combination with an online format.

- \$30,300—WDC, Economic Development Professionals Summit
To connect and empower economic development professionals to support local workforce development initiatives. The committee allowed the remaining funds to be used to support Talent Pipeline Management convenings.

COMPLETED Award Summaries and Updates:

- \$125,000—WDC Statewide Interim Outreach Application, \$125,000

This campaign was used as the bones for Launch. <https://idaholaunch.com/> The campaign itself was paused due to COVID-19 and the approval of CARES Act funding to extend the training dollars to those directly affected by COVID-19.

- \$27,500—RISE Collaboration for Careers - Data Outreach Project

Grant is closed and only \$18,637.85 was reimbursed. The organization underwent extensive organizational changes, and was unable to complete the survey portion of the project. They did do a large scale convening to Due to the COVID-19 crisis local superintendents opted not to engage in a Senior Exit survey for 2020. The contract modification will allow the survey to take place in 2021. All other elements of the project have been completed as planned.

- \$76,750 - STEM Action Center – Externship Program 2020

This summer 28 externs had opportunities to spend 6 weeks working and learning with Idaho employers. Host sites include: Idaho Public Television, Boise Watershed Environment Education Center, Idaho Drone League (UofI), Workforce Development Council, St. Luke's (2), STEM Action Center, Allata, Idaho Technology Council, INL (4), The Sandbox Group (IBE), Voc Rehab, HDR Engineering, Idaho Business for the Outdoors, Children's Museum of Idaho, SWIMA, HomeCU, Franklin Building Supply, ACHD Commuteride, House of Design, Clif Bar, Gravis Technology, Idaho Central Credit Union, Idaho Forest Group and Schweitzer Engineering.

- \$10,000 - Veteran's Services – Outreach to Recent Veterans to Fill Critical Employment Vacancies

Veteran's Services decided they could not prioritize this work during the pandemic. No money was reimbursed.

- \$14,733.70 - Boise School District – Building Tomorrow's Healthcare Workforce

The Workforce Development Council Outreach Grant funding supported a year-long environment of student and community engagement for Boise School District health profession students. Hundreds of students and countless community members participated in activities and events that promoted career insight/readiness, leadership, and "eye-opening" experiences, all leading to a better informed, better prepared future workforce. Thanks to this funding, students, staff, community leaders, and health professionals have altered and enhanced their perspectives on each other, current and future professionals, and current and future career pathways. Due to COVID-19 the project was unable to complete the final visits which were cancelled again in 2021. Reach: 770.

- \$12,456.52 - AFL-CIO – Idaho Workers Opportunity Network (Revised)

Support of the IWON program to serve as a bridge between the job-seeker, with an emphasis on youth and under-served populations, and Registered Apprenticeship programs around the state. This project was discontinued, and no further dollars will be reimbursed. We are awaiting a final report.

- \$7,500 – SWIMA – Manufacturing Day

Support of Southwest Idaho Manufacturers' Alliance 2019 Made Here Expo & Job Fair. There were 70 exhibitors (34 participated in the job fair), 1568 attendees (1043 in student groups). They held 5 demonstrations at the demonstration stage as well. They were able to offer \$2,557 in bus scholarships for area schools to attend, a total of 1043 students were able to attend.

- \$4,750 – WDC – Apprenticeship Committee's Outreach Plan

We created sets of presentation materials to help advocates give presentations to Connectors, Employers, and Educators to understand apprenticeship and its benefits. These were shared with the apprenticeship committee and Idaho Department of Labor. The materials can be viewed here, and are free for use for anyone wanting to advocate for apprenticeship:

<https://wdc.idaho.gov/apprenticeship-outreach-tools/>

2020 Annual Report Highlight

Boise State University – Workforce Development for Active Duty, National Guard and Reserves – Outreach Grant

Period of Performance: May 2019 to Spring 2021

Total Dollars Awarded: \$11,000

Estimated Number of People Reached: 76,755

Idaho's nearly 8,600 military service members – those on active duty, in the National Guard and Reserves – are eligible for postsecondary tuition assistance (TA). But not all are aware of this benefit. With the aid of an \$11,000 outreach grant, Boise State University has promoted the military and financial benefits, and support of the program at the university. The overall objective is to increase the number of Idaho military service members who start or complete some form of postsecondary education or professional development so that they are more prepared for career opportunities after military service.



Boise State has committed to the federal government's TA rate of \$250 per credit in select undergraduate online degree programs for service members. A series of events, starting in May 2019, spread awareness of the Boise State's newly-approved tuition reduction model for service members. Local military leadership, governmental officials, student referral sources, along with other influential community members attended to learn about the efforts and partnerships of Idaho organizations that meet the educational needs – access, support, cost and quality – of the modern military student. They also demonstrate the state's commitment to education and workforce development.

Several other outreach events took place over the next several months of 2019 to promote the program, including:

- An education fair at Mountain Home Air Force Base in May.
- An Idaho Air National Guard Chief's Golf Scramble in July.
- A National Guard Family Day in September.
- A military education recognition at Boise State vs. Air Force football game in September. The program was showcased at half-time. Information was printed inside the football program and featured on the jumbotron throughout the football game.



- A National Guard Leadership Conference and workshop in the fall, engaging with a senior Air Force leader, to promote higher education and professional development pathways for airmen in the service.
- Tuition assistance seminars from November through January 2020. Army National Guard Education Services officers and the Boise State Military Programs coordinator hosted several TA application seminars. During the seminars, military students received support on how to complete and submit the TA application, what to expect, and how to prepare for higher education at Boise State.
- Development of a social media military program awareness campaign. The social media campaign gained momentum when all in-person events planned for 2020 were sidetracked by the COVID-19 pandemic. With an all-digital approach, the military education team has relied on its strong social media presence on Facebook, LinkedIn, Instagram, and Google search for promotion.

Social media metrics from July through November 2020 indicate that the team has increased awareness and is reaching the intended audience. And, it has been paying off with a significant uptick in participation in the TA program at Boise State, according to Sean Hunter, Director of Community-Based Educational Outreach at Boise State, and a member of the Idaho Army National Guard.

Campaign Totals	Impressions	617,690
	Reach	76,755
	Ad Clicks	3,447
	Link Clicks	1,726
	Click-Through Rate	0.56%

Hunter said the program participation rate increase was on an upward trajectory. In 2020, Mountain Home Air Force Base had a 101% year-over-year increase in tuition assistance usage at Boise State University.

Though the Boise State program sees participants from Mountain Home AFB and Idaho Reserve and Guard members, eligible service members can attend Boise State's online program from anywhere their military career takes them.

Committee Reports

Committee Reports

Executive Committee Report		
Date of Meeting	Agenda Item	Overview/Status
April 13, 2021	Council Meeting Preparation	Reviewed Council Meeting Agenda and discussed the board development activity.
April 13, 2021	Council Committees - Membership Makeup & Transitions	Discussed upcoming transitions in Council and Committee members.
April 13, 2021	Executive Director Updates	Ms. Secrist shared the executive summary of the Nuclear Construction Survey with the committee.
May 13, 2021	BSU - Industry Sector Grant	Approved the Boise State University Industry Sector Grant for \$292,346.03.
May 13, 2021	Idaho Power - Employer Grant	Approved the Idaho Power Employer Grant for \$49,157.74.
May 13, 2021	Western States Equipment - Employer Grant	Approved the Western States Equipment Employer Grant for \$943,293.16.
May 13, 2021	U of I - Innovation Grant	Approved the U of I Innovation Grant for \$24,266.67.
May 13, 2021	House of Design - Employer Grant	Approved the House of Design Employer Grant for \$263,261.06.
May 13, 2021	Outreach Committee Budget Update	Mr. Young shared the Outreach Committee's request for \$350,000 for FY22 which will be taken to the Council on July 14.

Executive Committee Report		
Date of Meeting	Agenda Item	Overview/Status
May 13, 2021	Registered Apprenticeship Incentive Policy	Approved a temporary policy change to the WDTF to allow the registered apprenticeship incentive to be utilized for part-time employees under school-to-registered apprenticeship.
May 13, 2021	Update to Operating Policies and Procedures	Approved updates to the Operating Policies and Procedures to align them to recent WDTF policy updates.
May 13, 2021	Executive Director's Report	Ms. Secrist shared information on the Governor's decision to end Idaho's participation in the pandemic unemployment insurance programs early, along with an update that a temporary employee will be hired to assist with fiscal and other administrative activities.
May 13, 2021	Committee Members - Geographical Representation	Moved to June 10, 2021 meeting.
June 10, 2021	FY22 Operating Budget	Ms. Secrist reviewed the draft FY22 operating budget that will be shared with the Council in July.
June 10, 2021	Unitech Employer Grant	Approved the Unitech Employer Grant for \$315,000.
June 10, 2021	Regional Comprehensive One-Stop MOU's	Approved signing the updated regional MOUs, including the infrastructure cost sharing agreements.
June 10, 2021	Committee Members - Geographical Representation	Ms. Nielebeck provided an overview of how Council and Committee members are distributed throughout the state. The committee identified gaps and recommendations to recruit new committee members.

Executive Committee Report		
Date of Meeting	Agenda Item	Overview/Status
June 10, 2021	Executive Director's Report	Ms. Secrist reviewed the July Council meeting agenda draft along with the Joint Grant/Policy meeting agenda. She also shared that the WIOA procurement was nearly complete and that the date has been set for the Age of Agility on October 12. The Governor will be announcing a new youth apprenticeship in partnership with the Boys and Girls Club Alliance, and she is working with the Dept. of Defense to receive information on servicemembers who plan to transition to Idaho after they leave the service.
June 10, 2021	Executive Committee Discussion Topic - Recruiting/Hiring Challenges	The Committee discussed current challenges with hiring and retention.

Grant Review Committee Report		
Date of Meeting	Agenda Item	Overview/Status
April 19, 2021	BSU - Industry Sector Grant	Recommend approval of the BSU Industry Sector Grant in the full amount of \$292,346.03.
April 19, 2021	Idaho Power - Employer Grant	Recommend approval of the Idaho Power Employer Grant in the full amount of \$49,157.74.
April 19, 2021	Western States Equipment - Employer Grant	Recommend approval of the Western States Employer Grant in the full amount of \$949,293.16
April 19, 2021	U of I - Innovation Grant	Recommend approval of the U of I Innovation Grant in the full amount of \$24,266.67 with the stipulation that U of I create a how-to guide to be shared with other entities throughout the state.
April 27, 2021	The House of Design - Employer Grant	Recommend approval of the House of Design Employer Grant in the full amount of \$263,261.06.

Grant Review Committee Report		
Date of Meeting	Agenda Item	Overview/Status
May 25, 2021	Unitech - Employer Grant	Recommend approval of the Unitech Employer Grant in the full amount of \$315,000.
June 22, 2021	Hearthside Foods - Employer Grant	Moved to the next meeting.
June 22, 2021	North Idaho College - Industry Sector Grant	Recommend approval of the NIC Industry Sector Grant in the full amount of \$554,804.
June 22, 2021	Joint Grant Review and Policy Committee Meeting - Agenda Topics	The Committee discussed agenda topics for the July joint Grant Review and Policy Committee meeting.

One-Stop Committee Report		
Date of Meeting	Agenda Item	Overview/Status
April 13, 2021	One-Stop Operator Update	Ms. Nash updated the committee on the business services training that begins on April 20. She will also be participating in the Sandpoint and Post Falls re-certification visits.
April 13, 2021	EO Survey Update	Ms. Buxton shared that USDOL has not raised any questions regarding Idaho's Non-Discrimination Plan/Report. The EO Survey was updated to provide an additional response to the gender question and Ms. Nash has created English and Spanish "templates" for each agency to build their own in SurveyMonkey.
April 13, 2021	Infrastructure Cost Sharing - One-Stop Operating Budget & Locations and Services	Draft attachments for the MOUs were reviewed by the committee.

One-Stop Committee Report		
Date of Meeting	Agenda Item	Overview/Status
April 13, 2021	WIOA Local Area Set-Asides - Process for PY21 and PY22	Ms. Secrist reviewed the memo that she will be presenting to the Council. Next year, she would like the Committee to be involved in the development of local area set asides and special projects.
May 21, 2021	One-Stop Operator Update	Ms. Nash provided an update on the recertifications and annual trainings.
May 21, 2021	Idaho Falls Infrastructure Cost Sharing Agreement	Recommended approval of the Idaho Falls/SDA 6 AJC MOU with the infrastructure cost sharing agreement to the Executive Committee.
May 21, 2021	Next Steps Idaho Partner Survey	Ms. Solace asked the Committee for input on how to better connect Next Steps Idaho to One-Stop partner resources.
May 21, 2021	OSY Research Project	Ms. Secrist shared an update on the research being done by the Idaho Policy Institute.
June 8, 2021	One-Stop Operator Update	Ms. Nash shared information about ADA Assessments, annual trainings, and the upcoming due date for the EO surveys.
June 8, 2021	Region 2 MOU and Infrastructure Cost Sharing Agreement	Recommended approval of the Lewiston/SDA 2 AJC MOU with the infrastructure cost sharing agreement to the Executive Committee.
June 8, 2021	Infrastructure Cost Sharing - In-Kind Guidance	Ms. Secrist and Ms. Nash shared information about what would qualify as "in-kind" for cost-sharing purposes.

One-Stop Committee Report		
Date of Meeting	Agenda Item	Overview/Status
June 8, 2021	Pocatello Certification Review	Approved full certification status for Pocatello affiliate AJC.
June 8, 2021	Post Falls Certification Review	Approved full certification status for Post Falls affiliate AJC.
June 8, 2021	Sandpoint Certification Review	Approved full certification status for Sandpoint affiliate AJC.

Outreach Committee Report		
Date of Meeting	Agenda Item	Overview/Status
April 7, 2021	Guiding Document	Update and adoption of a new guiding document that outlines the mission, scope, and action items for the committee.
April 7, 2021	Policy Discussion	Discussion and revisitation of current Outreach Project policy.
May 5, 2021	New Rubric Draft	Update and adoption of a new rubric for judging Outreach Projects.
May 5, 2021	Budget Request	Finalized proposal to full Council for \$350,000 in general outreach funds for FY22.
May 5, 2021	Potential Project Roundtable	Discussion of potential Outreach projects from around the state.

Outreach Committee Report		
Date of Meeting	Agenda Item	Overview/Status
July 7, 2021	State Department of Education - Idaho's PLC for Career Readiness	Approved \$9,849.50 to support State Department of Education - Idaho's Professional Learning Community for Career Readiness
July 7, 2021	Potential Projects	Discussion of potential Outreach projects from around the state.
July 7, 2021	Next Steps Advisory Committee	Update on recent new Council-based Next Steps Advisory Committee meeting.

Work-Based Learning Committee Report		
Date of Meeting	Agenda Item	Overview/Status
April 28, 2021	Next Steps for Scaling Work-Based Learning Programs	Over the next few months, the WBL Committee will work on getting feedback from the State Board of Education and other partners that will help formally define WBL programs and outcomes. The WBL Committee will also evaluate how it can support scalability and replicability of existing WBL Programs and track program outcomes to determine their impact in the State.
April 28, 2021	Idaho Apprenticeship Coalition Update	IBE placed their first youth apprentice and has several employers who are in the early stages of getting a youth apprenticeship going. The IDOL Department of Labor applied for a SAEEI Grant and is waiting to hear whether they were awarded the \$4.5 million requested to train 750 apprentices over the next 4 years. CTE is hiring a new apprenticeship coordinator to fill Gina Cabrera's position. Mrs. Cabrera was promoted into a new position at CTE and will no longer manage their grant.

Work-Based Learning Committee Report		
Date of Meeting	Agenda Item	Overview/Status
June 23, 2021	Work-Based Learning Survey Discussion	The Committee reviewed feedback provided through the survey on definitions and outcomes. Staff will use feedback to revise some of the outcomes before the next meeting.
June 23, 2021	Idaho Apprenticeship Coalition Update	IDOL provided an update on their grant. So far, they have enrolled 456 apprentices and expanded or created 90 programs under the ASE grant. CTE has hired a new Federal Grant Coordinator to work on their federal grant and with the 5 college partners. IBE has finished their strategic planning process. They intend to focus more on employer sponsorship for the near future.

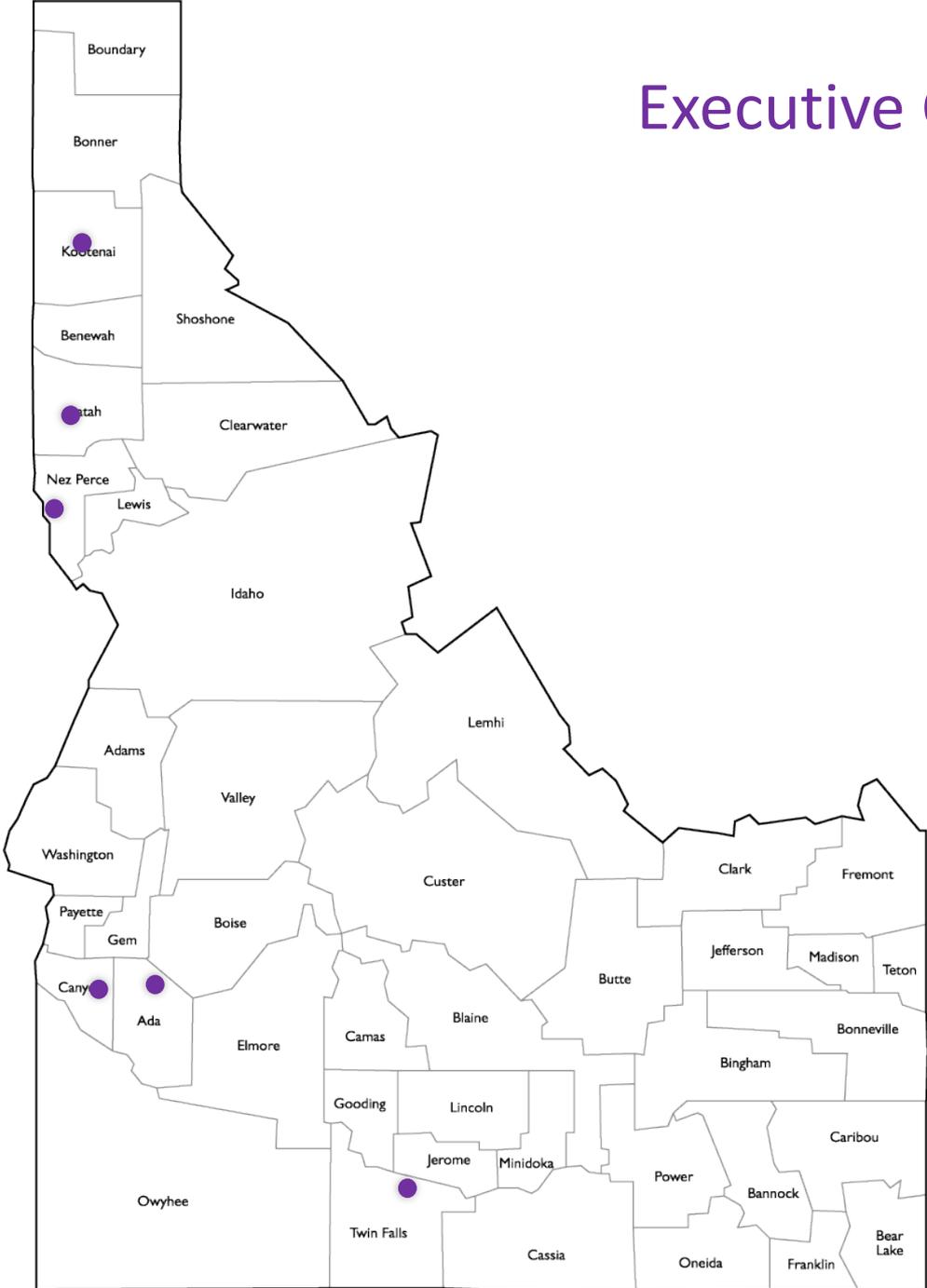
Workforce Development Policy Committee		
Date of Meeting	Agenda Item	Overview/Status
April 9, 2021	Registered Apprenticeship Incentive Policy	Recommended approval of Registered Apprenticeship Incentive under the WDTF to Council.
April 20, 2021	Launch Course Approvals	Approved adding Aerial & Scissor Lift Operator, Fall Protection Competent Person, NFPA 79E Electrical, Introduction to Programmable Logic Controls (PLC), Flagging & Basic Traffic Control, CSI Non-Trad Educator Preparation, Phlebotomy, CPC Cert. Med. Admin. with Billing and Coding, Top Gun 4 week Course, Top Gun Refresher
April 20, 2021	Update on Launch Offerings & Gaps	Committee discussed keeping Launch approved courses limited to not-for-credit options.

Workforce Development Policy Committee		
Date of Meeting	Agenda Item	Overview/Status
April 20, 2021	Entrepreneurship Training	Committee discussed whether entrepreneurship training was an appropriate use of WDTF. There is consensus that it is important, but concern that it does not duplicate what is offered through the SBDC and other entities. Staff will engage with the SBDC, SBA, etc. to identify gaps where the training fund may be of help.
May 27, 2021	Update to Apprenticeship Incentive Policy	Recommended approval of revision to the Apprenticeship Incentive Policy to the Council.
May 27, 2021	Launch Course Approvals	Approved addition of Pharmacy Tech, CNA and Administrative Assistant Fundamentals training to Launch. The Grant Writing Suite was not approved.
May 27, 2021	Launch Provider Assessment	Ms. Solace reviewed a draft flow chart to determine which courses should be presented to the Committee for approval.
May 27, 2021	Draft Changes to Innovation Grant to Support Work-Based Learning	Ms. Secrist presented draft updates to the Innovation Grant Policy that would expand the level of funding and contractual term for Work-Based Learning projects.
June 15, 2021	Launch Training Provider Assessment Tool	The Committee approved the Launch Training Provider Assessment Tool for use by staff.
June 15, 2021	Launch Course Requests	The Committee approved the addition of Phlebotomy, Substance Abuse Counselor and Pharmacy Tech training to Launch.
June 15, 2021	FY22 Launch Budget Request	Recommended approval of \$1.5m of WDTF to be allocated for Launch for FY22 to Council.
June 15, 2021	Changes to Innovation Grant to Support WBL	Recommended approval of updates to Innovation Grant Policy to support WBL.

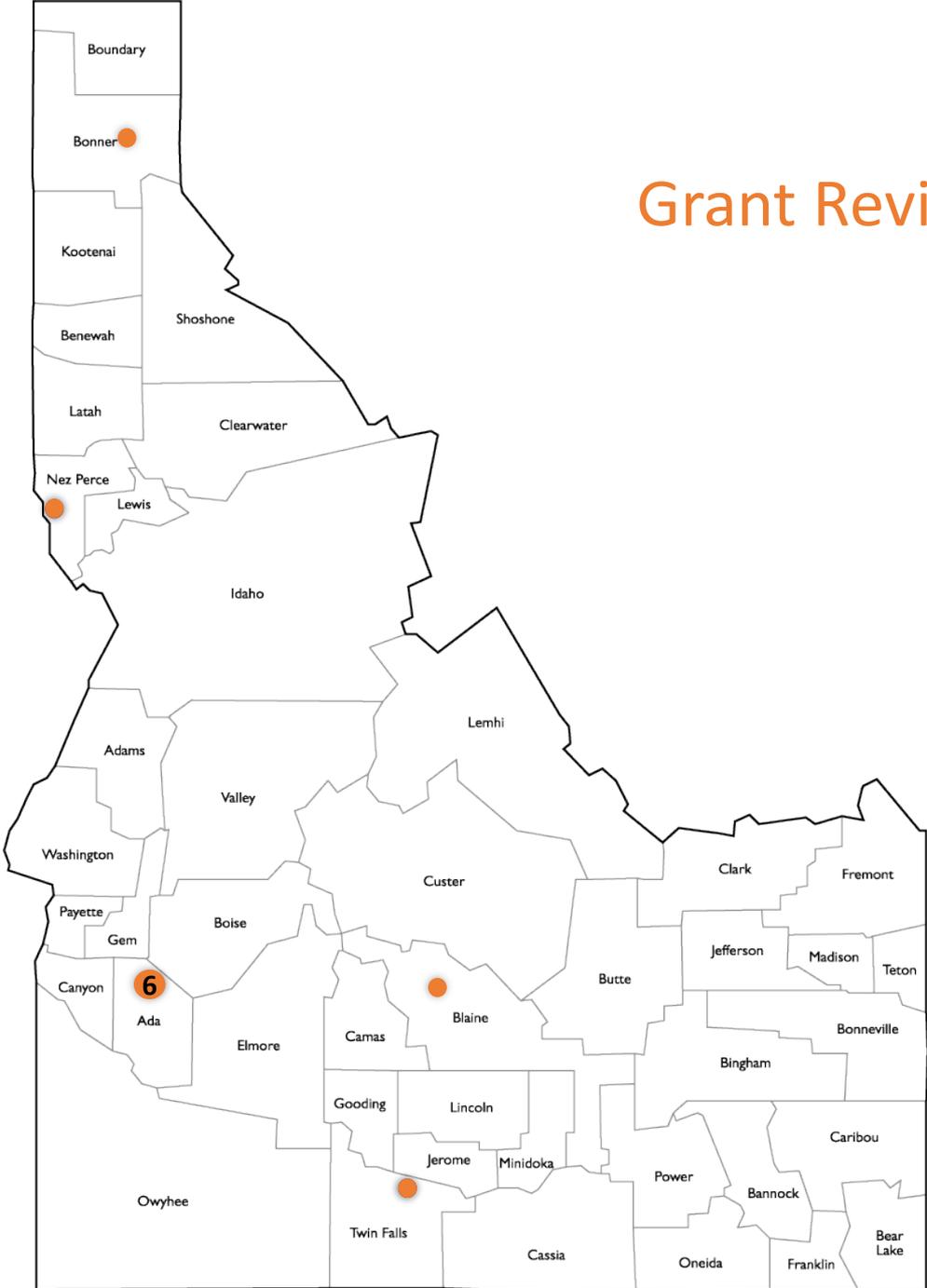
Workforce Development Policy Committee		
Date of Meeting	Agenda Item	Overview/Status
June 15, 2021	Joint Grant Review & Policy Committee Meeting - Agenda Items	The Committee brainstormed agenda topics for the upcoming joint meeting with the Grant Review Committee.

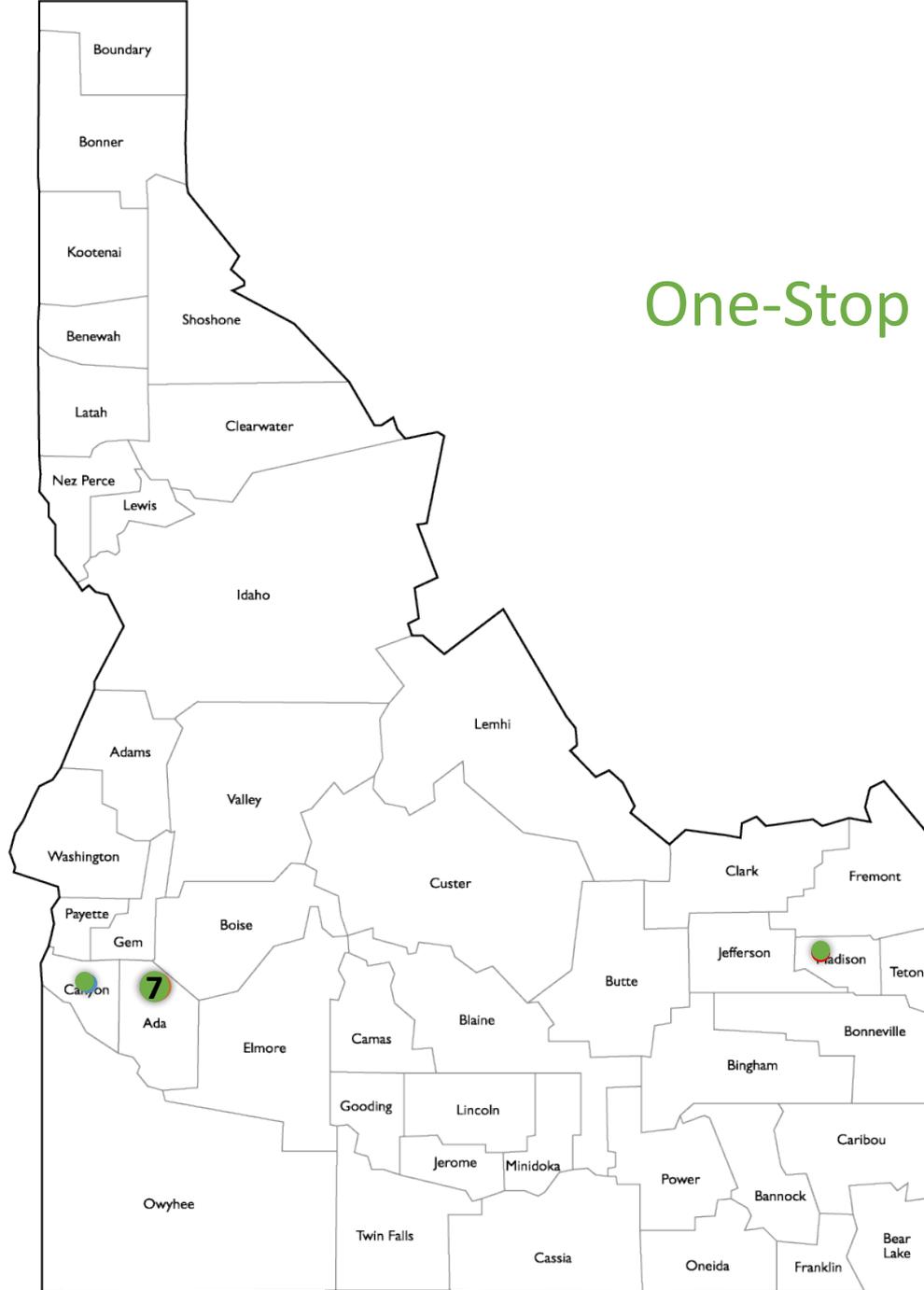
Chair's Report

Executive Committee



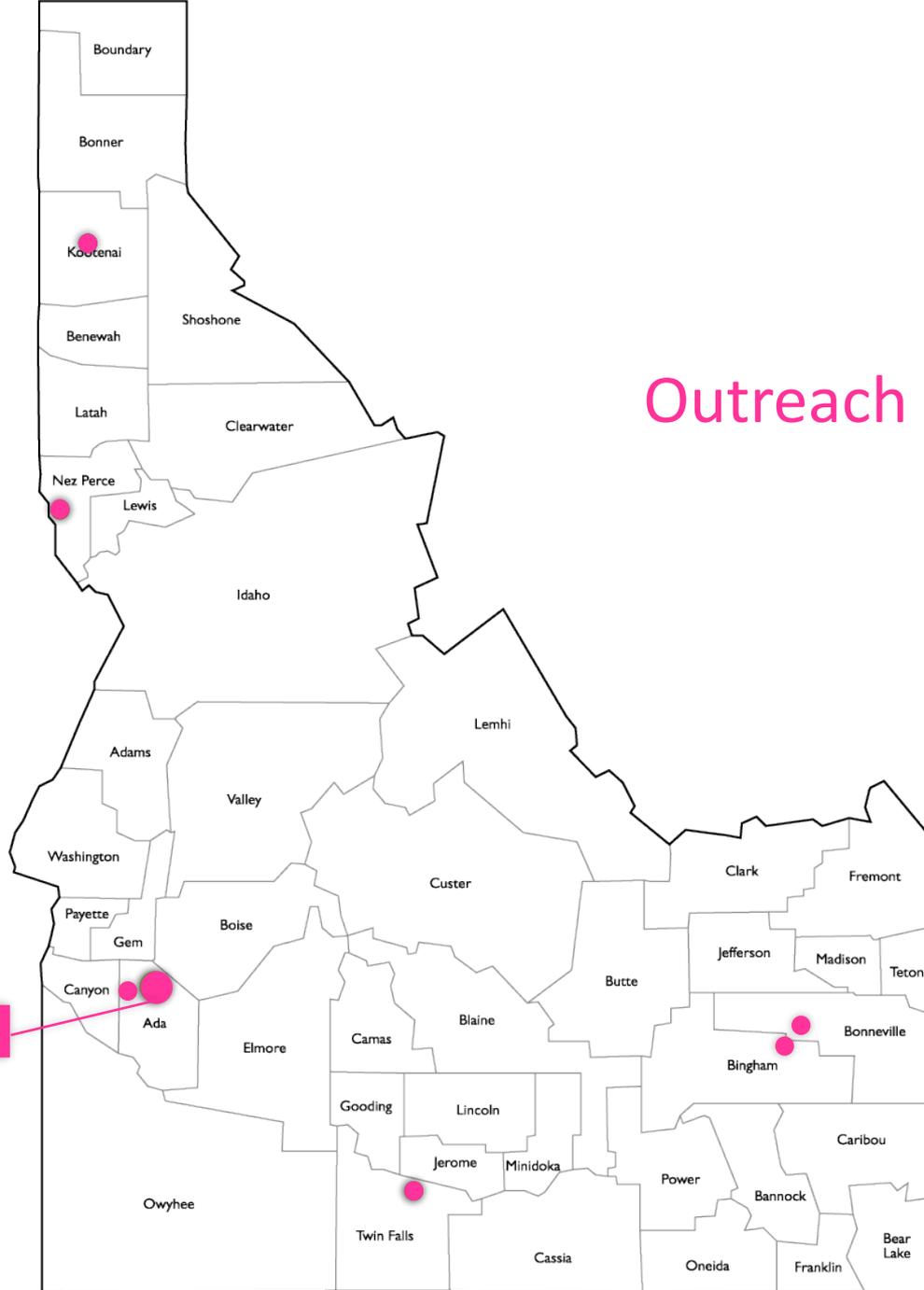
Grant Review Committee





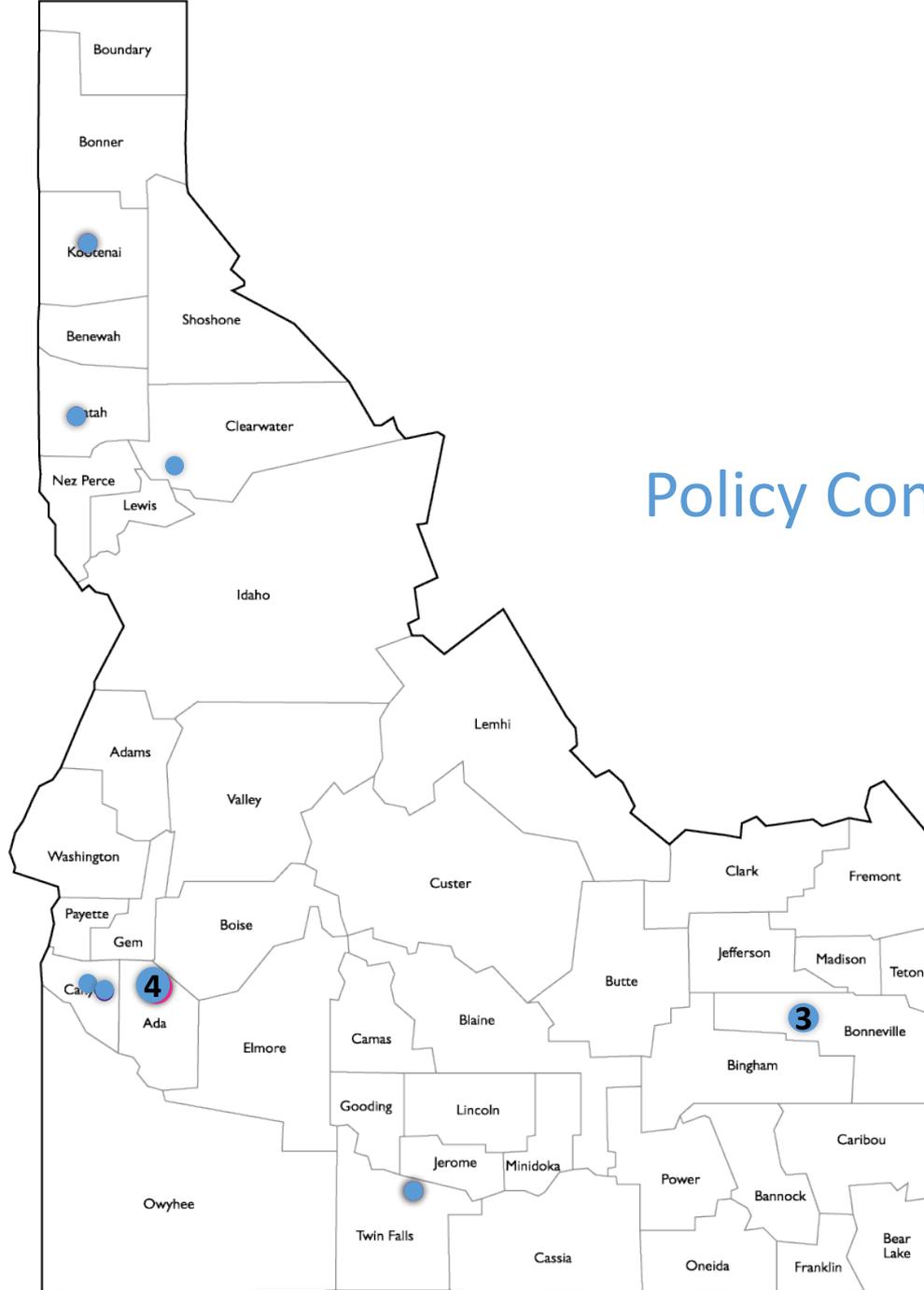
One-Stop Committee



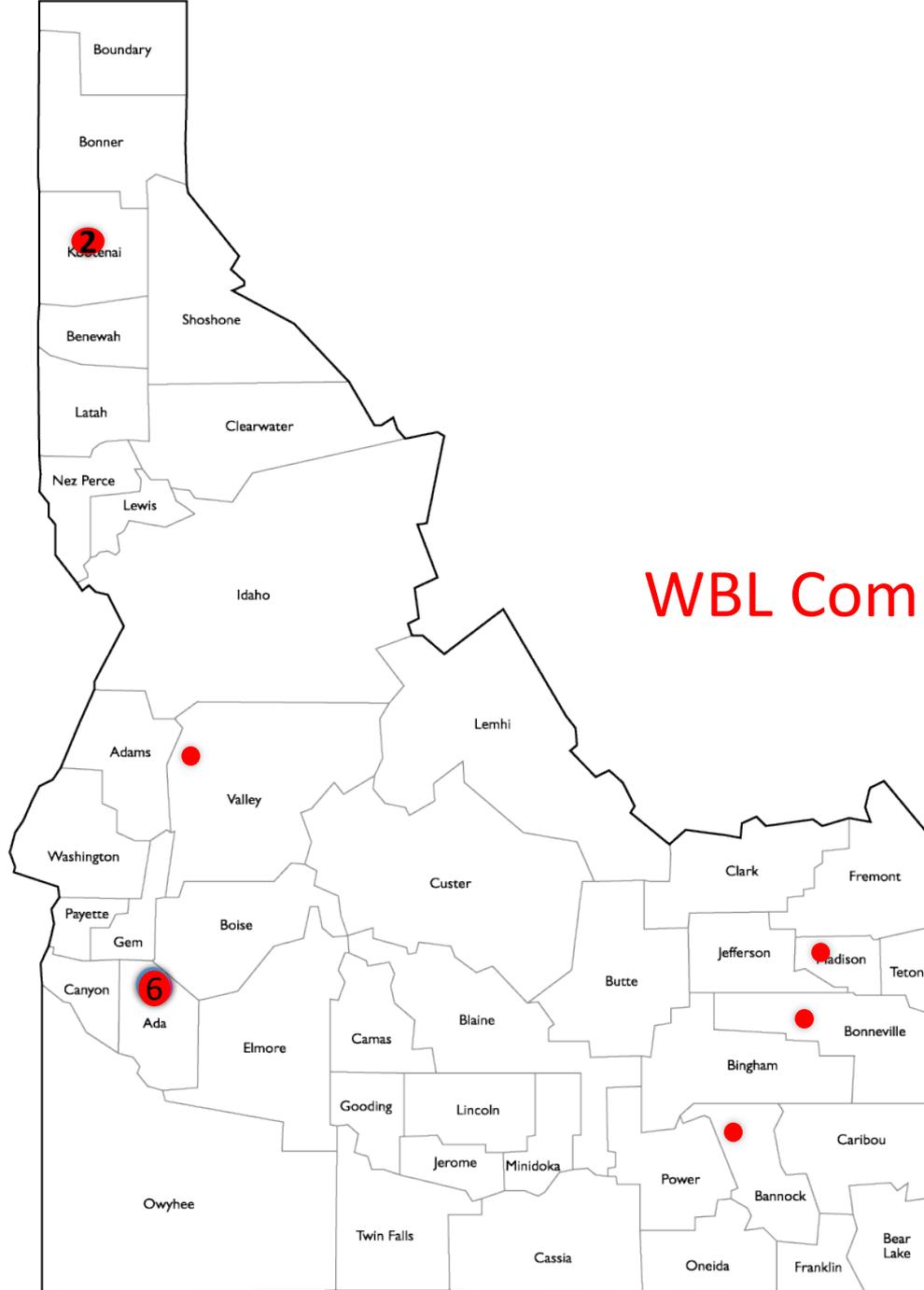


Outreach Committee

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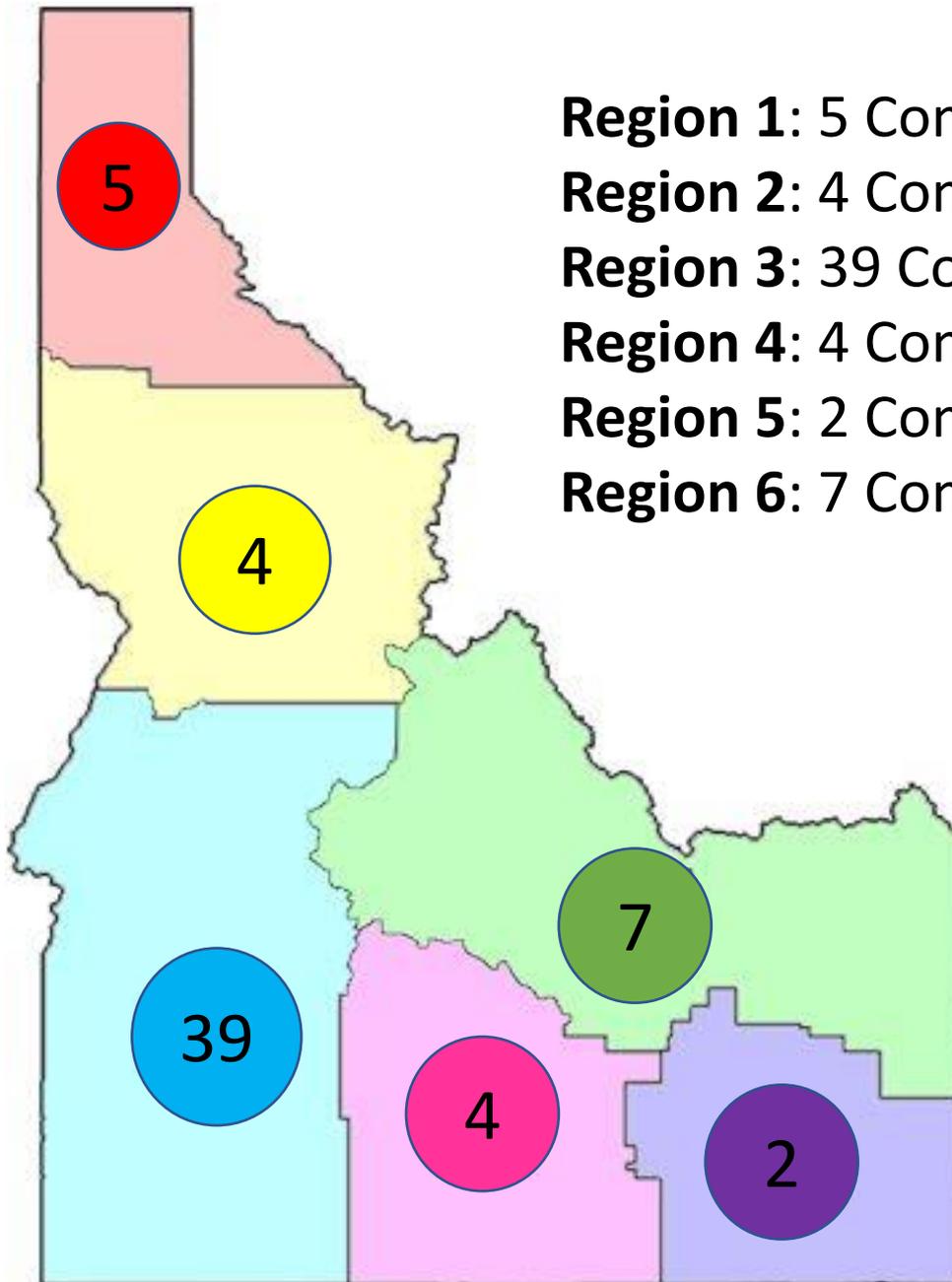


Policy Committee



WBL Committee





Region 1: 5 Committee Members
Region 2: 4 Committee Members
Region 3: 39 Committee Members
Region 4: 4 Committee Members
Region 5: 2 Committee Member
Region 6: 7 Committee Members

Region 1:

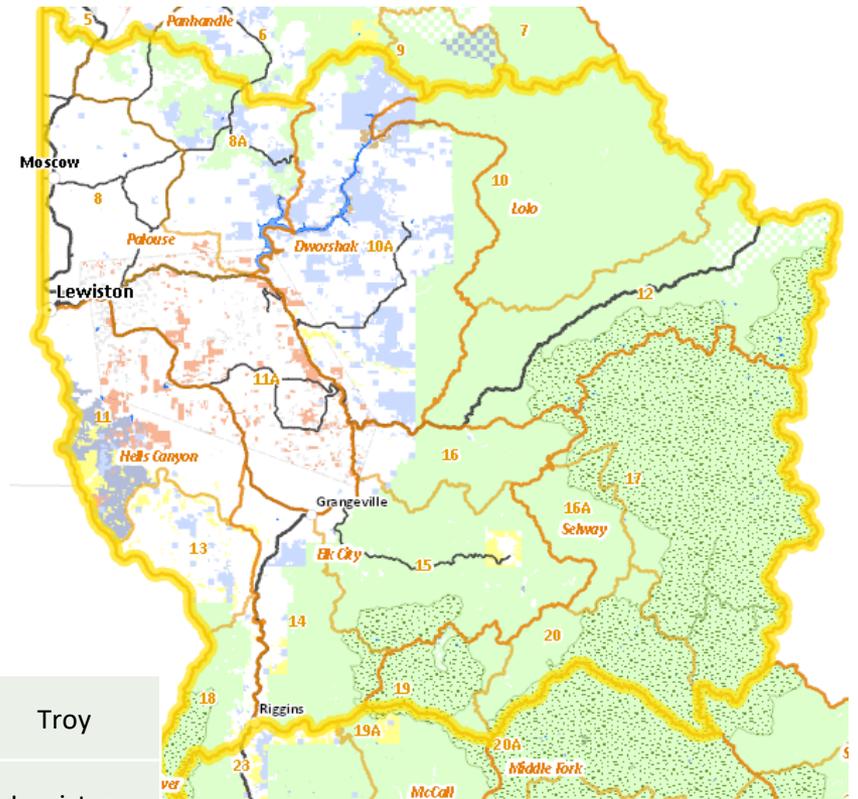
- Executive Committee – 1 Member
- Grant Review Committee – 1 Member
- One-Stop Committee – 0 Members
- Outreach Committee – 1 Member
- Policy Committee – 1 Member
- WBL Committee – 2 Members

John Young	Executive Committee	Young Construction	Coeur d'Alene
Brian Cox	Grant Review Committee	Kochava	Sandpoint
John Young	Outreach Committee	Young Construction	Coeur d'Alene
Tom Schultz	Policy Committee	Idaho Forest Group	Coeur d'Alene
Marie Price	WBL Committee	Idaho Forest Group	Coeur d'Alene
Vicki Isakson	WBL Committee	North Idaho College	Coeur d'Alene



Region 2:

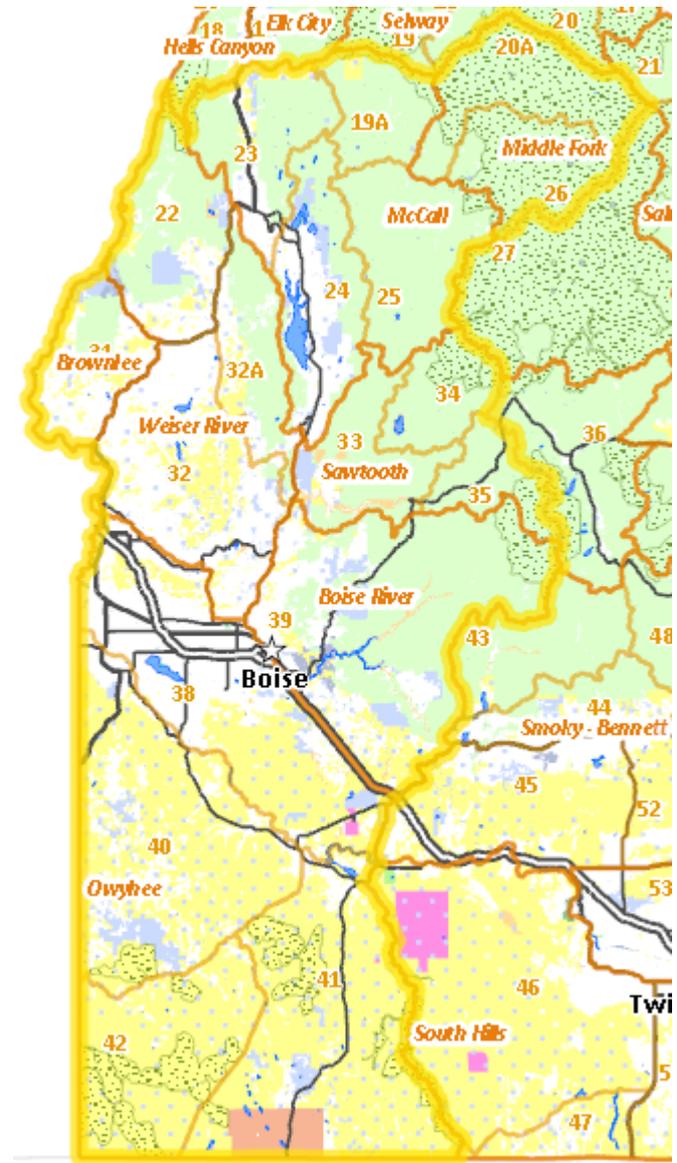
- Executive Committee – 2 Members
- Grant Review Committee – 1 Member
- One-Stop Committee – 0 Members
- Outreach Committee – 1 Member
- Policy Committee – 2 Members
- WBL Committee – 0 Members



BJ Swanson	Executive Committee	Principal Analytics	Troy
Kelly Kolb	Executive Committee	Vista Outdoor	Lewiston
Kelly Kolb	Grant Review Committee	Vista Outdoor	Lewiston
Matt Van Vleet	Outreach Committee	Van Vleet & Associates	Lewiston
BJ Swanson	Policy Committee	Principal Analytics	Troy
John Smith	Policy Committee	City of Lewiston	Orofino

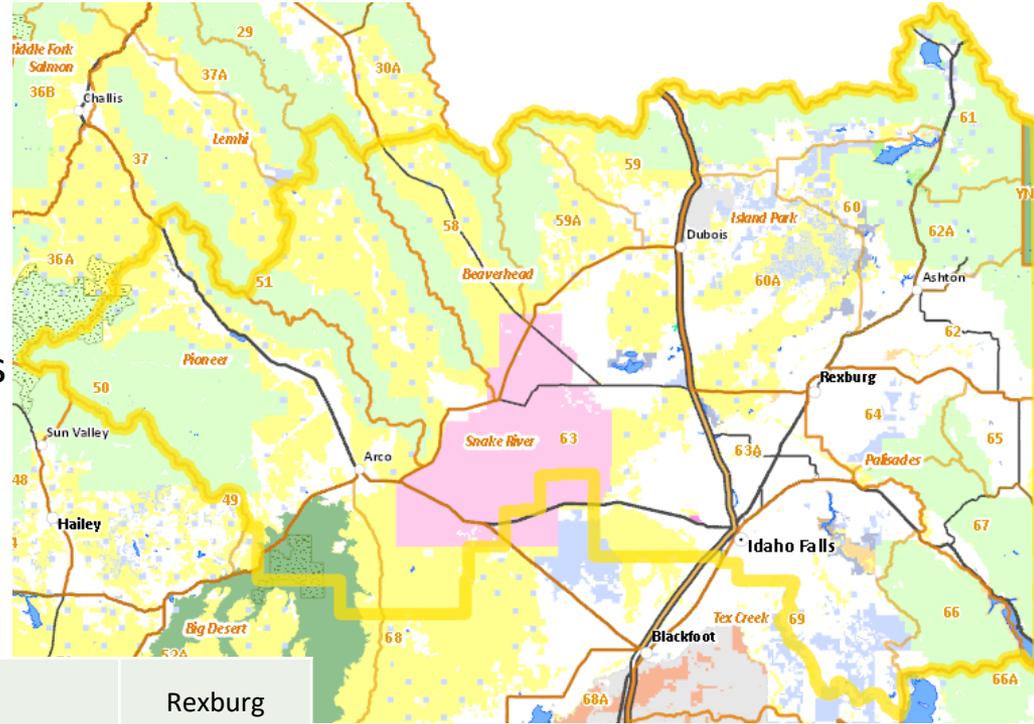
Region 3:

- Executive Committee – 2 Members
- Grant Review Committee – 6 Members
- One-Stop Committee – 8 Members
- Outreach Committee – 11 Members
- Policy Committee – 6 Members
- WBL Committee – 7 Members



Region 6:

- Executive Committee – 0 Members
- Grant Review Committee – 0 Members
- One-Stop Committee – 1 Member
- Outreach Committee – 1 Member
- Policy Committee – 3 Members
- WBL Committee – 2 Members



Terry Butikofer	One-Stop Committee	ECIPDA	Rexburg
Lori Barber	Policy Committee	College of Eastern Idaho	Idaho Falls
Sean Coletti	Policy Committee	City of Ammon	Ammon
Hope Morrow	Policy Committee	INL	Idaho Falls
Audrey Fletcher	WBL Committee	Healthcare Consultant	Idaho Falls
Jan Nielsen	WBL Committee	Basic American Foods	Rexburg
Liza Leonard	Outreach Committee	Ball Ventures	Idaho Falls

WDTF Policy

Workforce Development Training Fund Policy

Adopted ~~April 14, 2021~~

Goals of the Idaho Workforce Development Training Fund (WDTF) Grant Programs:

- Increase the economic mobility of Idahoans through training that leads to wage gains and retention.
- Provide timely assistance to businesses while shifting focus to broader talent pipeline development strategies that serve multiple employers.
- Support growth of the economy by assisting employers with job creation and integration of technology, specifically through the development of skills in their existing and/or new employees.
- Provide a return on investment to Idahoans as evidenced by increased wages, job creation, capital investment, retention of Idaho's workforce, credential attainment and/or customer satisfaction (employer and trainee).
- Promote innovation in talent development.
- Encourage replication of best practices in talent pipeline development.

Industry Sector Grants

Eligibility

A business entity representing a consortium of at least three industry partners with a similar talent development needs. All industry partners must meet current WDTF business requirements for employer grants. The business entity may be any of the following:

- an industry partner
- a non-profit or community-based organization
- a public training provider
- a private training provider

The entity must be authorized to conduct business in Idaho and in good standing as evidenced through the Idaho Secretary of State and/or State Board of Education.

Training should provide transferrable skills gains for all individuals participating in the program. Training should lead to wage gains and/or promotional opportunities for incumbent employees of the consortium partners. Training may include traditional classroom delivery, online delivery and/or work-based learning delivery.

Exclusions

Soft-skill training is not excluded from sector grants; however, it must be embedded in the training. A sector grant application focused on soft-skill training alone would not be eligible for funding.

Fund Availability

Industry sector grants should provide a cost effective, reasonable training solution to the needs identified by the industry partners. The following factors will be evaluated by the Grant Review Committee:

- the number of industry partners involved,
- the cost per participant served by the grant,
- the sustainability of the training/education program beyond the grant period,
- the transferability of the skills provided through the training/education program,
- whether industry recognized credentials are integrated into the training/education program,
- the entry level wage (at the county or state level, as appropriate) for the occupation(s) the training/education program is preparing individuals for,
- past performance, if any, by the lead entity on prior grants.

Applications

Applicants must provide at a minimum:

- A description of the need for the training proposed in the application.
- The industry consortium, together with its training provider partner, must provide resources that directly support the proposed training, at a rate of no less than 25 percent cash, or no less 100 percent in-kind match, or a combination of cash and in-kind match. All consortium partners must sign an MOU using a template provided by the Council.

Reimbursable Expenditures

Eligible use of grant funds includes:

- Personnel costs for development and/or delivery of training; or tuition, fees, books and materials for existing training integrated into the program.
- Personnel costs for the industry mentor/on-the-job trainer for structured on-the-job training.
- Reasonable training facility costs.
- Reasonable equipment costs and supplies.
- Reasonable travel costs for the instructor and/or trainee.
- Reasonable outreach/marketing efforts to attract individuals to the training program.
- Cost of assessments associated with the provision of recognized credentials.
- Administrative costs cannot exceed ten percent (10%) of the WDTF grant award. Excess administrative costs may be applied towards match requirements.

Contractual Terms

- Grant term is three years.
- 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, regardless of the age of the participant.
- Intellectual property, training curriculum and/or how-to guides may be retained by the Workforce Development Council to share with other partners statewide.

Performance Metrics

The return on investment shall be measured by:

- Number of individuals trained
- Number receiving credential(s)
- Number of individuals employed within 30 days following the training
- Number of individuals employed by the industry consortium (whether incumbent or new hires)
- Wage gains for individuals trained (the wage prior to training and at one-year post training)
- Retention in Idaho at one-year post training
- Employer satisfaction with sector partnership

Innovation Grants

Eligibility

The lead applicant must represent a community-based team with representation and support from business, education and other community partners as an ideal partnership. The lead applicant must be an entity physically located in the State of Idaho with the fiscal capacity to track funds and safeguard spending.

Innovation grants can fund projects that address local workforce development needs. Projects may provide skills training to individuals and/or assist individuals with connecting to careers.

- New or enhanced training must address specific employer-identified skills gaps in the community; training cannot supplant or compete with current training opportunities.
- Training may include work-based learning opportunities, classroom training or virtual training that addresses the skill gaps identified by employers in the community.
- Assisting individuals to connect to careers may include providing information and outreach on career education and workforce training opportunities and/or soft skill development.

Fund Availability

Innovation Grants are available for up to \$25,000*. Grantees may have more than one Innovation Grant project open. However, past performance will be reviewed and taken into consideration into future awards.

*Applicants may apply for funding to serve more than one region. The budget for each region cannot exceed \$25,000.

*Applicants may request funds in excess of \$25,000 to start or scale work-based learning efforts (i.e. internships, pre-apprenticeship, co-ops, and/or apprenticeship).

Applications

Applicants must provide at a minimum:

- A description of the need for the training and/or activities proposed in the project.
- A description of the populations targeted for the training and/or activities.
- A description of the community support and/or leveraged resources.

Reimbursable Expenditures

Innovation Grants are intended to support innovative approaches to workforce development. Applicants should propose reasonable budgets that directly support the project.

Contractual Terms

- Grant term is one year. Grants designed to start or scale work-based learning efforts (i.e. internships, pre-apprenticeship, co-ops, and/or apprenticeship) may request a term of two years.
- Intellectual property, training curriculum and/or how-to guides may be retained by the Workforce Development Council to share with other partners statewide.

Performance Metrics

The return on investment shall be measured by:

- Number trained/impacted.
- Number receiving credential(s).
- Number of employers involved in project.
- Trainee/participant satisfaction.
- Employer satisfaction.
- Additional metrics proposed by applicant.
- If direct training is provided to adults, Council staff may require the grantee to collect social security numbers so that employment information can be tracked.

Registered Apprenticeship Incentive

Eligibility

Idaho employers who are utilizing a registered apprenticeship program to train new or newly promoted employees.

- Must be registered with the Secretary of State to do business in Idaho and be in "good standing".
- Entry level wage must be no lower than \$12 per hour. Preference will be given for jobs that pay at or above the county average wage.
- Training must be through a Registered Apprenticeship with the US Department of Labor. Employer will be required to provide evidence of the apprentice's registration.
- Employer must provide a health benefit plan. "Health benefit plan" means:
 - any hospital or medical policy or certificate,
 - any subscriber contract provided by a hospital or professional service corporation, or managed care organization subscriber contract.

Health benefit plan does not include:

- policies or certificates of insurance for specific disease,
- hospital confinement indemnity,
- accident-only, credit, dental, vision, Medicare supplement, long term care or disability income insurance,

- student health benefits only coverage issued as a supplemental to liability insurance,
- workers compensation or similar insurance,
- automobile medical payment insurance,
- or nonrenewable short-term coverage issues for a period of twelve (12) months or less.

Exclusions

Temporary and contract positions do not qualify for training reimbursement.

- Employer training costs incurred during a temp-to-hire process with a temporary employment agency will become eligible for reimbursement at such time as the employee is hired into a full-time permanent position with the employer paying at least \$12 per hour with employer assisted medical benefits. Temporary employees hired only to meet seasonal demand do not qualify as temp-to-hire.

Fund Availability

The Council may establish a pool of funds on an annual basis for this program. A maximum of \$1,000 per apprentice, per year for the duration of the apprenticeship, is available to offset the extraordinary costs of utilizing a registered apprenticeship training program. An employer may not be allocated more than \$10,000 per year under this program. Funds for the first year will be distributed upon verification from RAPIDS that the apprentice has completed at least 500* hours of on-the-job training. Additional funds will be available annually, thereafter, upon verification from RAPIDS that the apprentice continues to progress in their program. For competency-based apprenticeship programs, a reimbursement schedule will be provided in the grant agreement.

Applications

Employer shall provide at a minimum:

- A copy of the executed standards (or participation agreement, if involved in a group sponsorship) for the registered apprenticeship program, including the OJT and RTI attachments.
- The RAPIDS number of the apprentice.

Reimbursable Expenditures

WDTF grants may reimburse the following eligible expenses:

- Training costs associated with vendor provided training including instructor wages, reasonable travel costs and materials.
- Training costs associated with structured internal training including instructor 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 registered apprenticeship program.
- Only Idaho taxable full-time* non-seasonal employees are eligible for reimbursement.

- 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.

*Employers utilizing School to Registered Apprenticeship (STRAP), as documented through an addendum attached to the standards, qualify for the reimbursement after their apprentice completes 175 on-the-job training hours. In addition, STRAP does not need to meet the contractual term of a “full-time” employee.

Performance Metrics

The return on investment shall be measured by:

- Number of employees trained.
- Wage gains at one-year post training.
- Employee retention (at the employer who trained them and/or another Idaho employer).

Employer Grants

Eligibility

Idaho employers who are increasing their current workforce and/or retraining existing workers with skills necessary for specific economic opportunities or industrial expansion initiatives. The fund is designed to support an employer's innovation of its processes, products and services; and/or the development of new goods or services which will improve the employer's competitive position within the industry.

- Must be registered with the Secretary of State to do business in Idaho and be in "good standing".
- Entry level wage must be no lower than \$12 per hour. Preference will be given for jobs that pay at or above the county average wage.
- Training must lead to a significant wage increase (i.e. beyond typical cost of living/annual increases) for existing workers based on the skill set attained during training. This criteria does not apply to new jobs.
- Employer must provide a health benefit plan. “Health benefit plan” means:
 - any hospital or medical policy or certificate,
 - any subscriber contract provided by a hospital or professional service corporation, or managed care organization subscriber contract.

Health benefit plan does not include:

- policies or certificates of insurance for specific disease,
- hospital confinement indemnity,
- accident-only, credit, dental, vision, Medicare supplement, long term care or disability income insurance,
- student health benefits only coverage issued as a supplemental to liability insurance,
- workers compensation or similar insurance,
- automobile medical payment insurance,

- or nonrenewable short-term coverage issues for a period of twelve (12) months or less.

Exclusions

Temporary and contract positions do not qualify for training reimbursement.

- Employer training costs incurred during a temp-to-hire process with a temporary employment agency will become eligible for reimbursement at such time as the employee is hired into a full-time permanent position with the employer paying at least \$12 per hour with employer assisted medical benefits. Temporary employees hired only to meet seasonal demand do not qualify as temp-to-hire.

Fund Availability

A quantitative funding model is used for validating eligibility and to determine the maximum amount of funding for training per job for new and retained jobs based on several weighted factors. The policy committee will review the quantitative funding model annually. If the applicant has received a WDTF grant previously, past performance will be reviewed and taken into consideration for future awards. Grantees may have only one Workforce Development Training Fund Employer grant open at a time.

Applications

Employer shall provide at a minimum:

- A description of the capital investments being made by the company and the need for training.
- A list of all positions and average wage.
- A training plan that includes the anticipated training vendor, training title, training description, skills attainment and cost. If the company provides internal training, the training must be a structured on-the-job training with a specific outline of the learning outcomes and how the effectiveness of the training will be measured.

Reimbursable Expenditures

WDTF grants may reimburse the following eligible expenses for training that provides transferrable skills gains or leads towards promotional opportunities:

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

The training project needs to be out-of-the-ordinary training and beyond what is needed in the normal course of business. Examples include:

- Training for a new piece of equipment or service offered by the company.
- New industry certifications (cannot include continuing education to maintain an existing certification.)
- Opportunity for trainees to move into a new position that require different or additional skills than used in the current position.

Expenditures that are not reimbursable:

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

Contractual Terms

- Grant period is for two years.
- Only Idaho taxable full-time, non-seasonal employees are eligible for reimbursement.
- 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 employees trained.
- Wage gains at one-year post training.
- Employee retention (at the employer who trained them and/or another Idaho employer).
- Capital investment in expansion/technology updates that precipitated the grant.

Outreach Projects

Eligibility

Eligible applicants include:

- State Agencies
- Educational institutions
- Non-profit organizations
- Employers

Fund Availability

The Council approves an earmark of training funds annually for Outreach Projects. The Outreach committee will follow the proposal procedure to determine awards.

Proposals

Applicants must provide at a minimum:

- Organizational capacity resume
- Resume or bio for the proposed project manager
- Project timeline
- Project description
- Budget (including in-kind and matching funds)
- Description of how the project increases awareness of career opportunities for Idahoans
- Break down of project audience reach
- Anticipated outcomes
- What metrics and reports will be delivered, and when

Contractual Terms

- Project terms are up to 3 years.
- Data, metrics, and campaign assets may be retained by the Workforce Development Council to share with other partners statewide.

Performance Metrics

The return on investment shall be measured by:

- Number reached.
- Number engaged.
- Number recruited.
- If hard-to-reach individuals are engaged.
- Metrics identified in initial proposal.

Board Development Continuation

WDC Strategic Plan Goals and Strategies:

- **Goal 1 – Increase public awareness of and access to career education and training opportunities. Strategy:**
 - Identify, develop, connect, and activate a diverse network of influencers throughout the state that can distribute information and resources in a way appropriate to their locale.
- **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.
 - Support development in work-based learning and innovative programs to 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 industry needs.
- **Goal 3 – Provide for the most efficient use of federal, state, and local workforce development resources. Strategies:**
 - Be objective, data driven and accountable.
 - Build trust in decision making based on an understanding of the resources available and projected outcomes.
 - Identify gaps and opportunities in the workforce system and initiate or support policy and/or allocate resources to meet them.

Elevator Pitch:

Our work gets Idahoans into the careers they want and puts them on a path to prosperity. We also make sure Idaho's employers have the highly educated, highly skilled talent they need to thrive, today and into the future. We do it by bringing cohesion and providing the expertise and funding to set things in motion for our workforce development partners throughout the state.

We make sure Idaho works.

Here are some bullets to help with delivery of *Your Personal Elevator Pitch*.

Our work connects:

- Idahoans to good careers
- Employers to skilled talent

We provide:

- A point of cohesion for the workforce system
- Funding to make it happen

Here is our About WDC to help with additional details:

ABOUT WDC

WE MAKE SURE IDAHO WORKS.

From Fortune 500 companies to small, family-run businesses, Idaho's economy is vast, diverse, and full of promise and opportunity. Our lumber, wood products, and paper provide essential infrastructure for homes and business. Our science and technology sector inspires and shapes our futures. And then there's mining, tourism, healthcare, agriculture, and manufacturing. In every sector, innovation defines how we as Idahoans get to work.

A diverse economy calls for a diverse workforce—people with the skills, the smarts, and the experience to meet the ever-evolving needs of every and any industry in our state. A workforce of lifelong learners, who can adapt to new innovations and advances. And a workforce of Idahoans who will reap the rewards of the personal investment they make in their chosen careers.

Established by the Office of the Governor in 2017, the Idaho Workforce Development Council is here to make sure Idaho works. We help bring cohesion and provide the expertise and funding to set things

in motion for our workforce development partners throughout the state. Together, we ensure every Idahoan is prepared for the career—or careers—of their choosing. And we meet the needs of Idaho's employers by creating a pool of qualified talent for every workforce sector, in every corner of the state.

Our work is all about creating opportunity and prosperity. For Idaho's employers, it's the promise that they will grow, thrive, and remain vital well into the future because they have the workforce they need to get business done right. And for the people who proudly call Idaho home, it's a promise that every Idahoan will have a rewarding career—one that provides stability, prosperity, dignity, and a sense of pride.

We're Idaho's Workforce Development Council. Together with our statewide partners, we're preparing the workforce for tomorrow and building the brightest future for Idaho.

Board Development Activity List

At the last meeting during the Board Development exercise the Council members wrote down ideas regarding the role of the Council. In between meetings we cleaned up, condensed, and combined this work into the following bullets to represent the spectrum of ideas presented.

- Commitment, Engagement, Service, and Follow-Up
 - Commit to Serve
 - Buy-In to WDC Goals
 - Create, expand, and support workforce opportunities
 - Work with the rest of the Council on the Goals & Mission of the WDC
 - Provide support, expertise, ideas, and solutions
 - Evangelize and provide outreach,
 - Have ear to the ground
 - Act as a regional liaison
 - Do the Homework – Come to Meetings Prepared
 - Actively Participate, be present, provide input
 - Evaluate Funding Requests
 - Foresee, anticipate, and trouble-shoot potential problems with new programs
 - Represent my Company and Industry
 - Represent Labor (workers)

- Collaboration/Communication/Outreach
 - Build Bridges between Government and Private Sector
 - Create Communication Channels Between Policy Makers & Boots on the Ground Providers
 - Connect Future Employees with Employers-Connect Work Opportunities to People & Vice Versa
 - Improve Line of Site Between Industry & Workforce
 - Strategize on Outreach approaches and focuses
 - Involve ALL REGIONS of the State in outreach
 - Build Relationships with Other Council Members
 - Express Needs of Employers
 - Be an Ambassador for WDC Statewide providing: vision, education, outreach, sharing of programs, collaboration
 - Communicate Opportunities/Grants with my network
 - Engage with staff and agency stakeholders

- Diversity
 - Listen to Learn and Understand Others' Perspectives
 - Represent Individuals with disabilities in employment
 - Advocate for Individuals with Disabilities in Training to Lead to Careers
 - Provide Education to Businesses on Individuals who Benefit from Vocational Rehabilitation Services
 - Act as a Resource to Employers in Filling their Employment Needs with a Diverse Workforce

- Funding Resources
 - Award Impactful Workforce Grants
 - Allocate Funds for Workforce Training
 - Leverage Resources

- Advocacy
 - Support Governor Little's Vision for WDC
 - Ensure a Strong Connection Between Government and Legislature
 - Advise Legislators on Workforce Issues
 - Develop Policy and Direction for Framework for Workforce Training in Idaho
 - Advocate for Workforce Development with Legislature
 - Advocate for Apprenticeship and Work-based Learning
 - Advise Governor on Workforce Issues
 - Work with Partnering Agencies/Programs to Create Systems that Benefit Job Seekers and Employers

- Connect to Education
 - Training Talent for Talent Gaps (program & process)
 - Empower Educators
 - Educate Organizations and Individuals about careers
 - Ensure Workforce Development Goals Reach Youth K-12 & in Out-of-School Settings
 - Encourage Out-of-School Programs to see Their Role in Workforce Development
 - Help Guide Investment in Educational Opportunities
 - Support Providing Learning Tools
 - Close the Gap Between Education and Employment