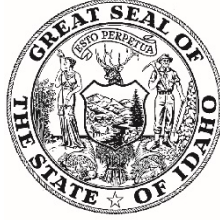


BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

John Young
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

514 W. Jefferson St., Boise, Idaho 83720

One-Stop Committee Meeting Minutes

Date: Tuesday, September 13, 2022

Time: 10:30 AM-12:00 PM

Location: Zoom/In-Person
514 W. Jefferson Street
Suite 136

<https://zoom.us/j/96012749490?pwd=OUYxWjc5Qjl3dmNVUmQrUC9pR3VkQT09>

Meeting ID: 960 1274 9490

Passcode: 035914

One-Stop Committee Members: Jane Donnellan, Terry Butikofer, ~~Beth Cunningham~~, ~~Korene Gonzalez~~, Admir Selimovic, Adrian San Miguel, Kristyn Carr, Amelia Valasek, Kristin Matthews

Guests: Sarah Nash, Janelle McDonald,

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

Called to Order at 10:33 AM

Welcome and Introductions

Roll Call – Quorum Met

Review Agenda – No changes to the agenda

***Approve August 9, 2022 Meeting Minutes –**

Motion by Ms. Valasek to approve the August 9, 2022 meeting minutes as written. Second by Mr. San Miguel. Motion carried.

One-Stop Operator Update.

Ms. Nash presented updates.

MOUs & Data Sharing Updates

Infrastructure Cost Sharing Updates –

Equus is already paying for shared space through their lease. They will not have to be added to the cost sharing agreement.

EO Surveys –

EO Survey reports are complete, and Ms. Nash requested any feedback from the committee that will help make this data more valuable in the future.

Upcoming Statewide One-Stop Partner Meeting (in-person) –

Ms. Nash and Ms. Secrist describe that an in-person meeting next spring is in the works. The One-Stop team is in the planning phase and are asking for input from the committee. This is an “on the ground worker” level conference and the planners foresee the potential to have it in Boise.

WDC vs. Administrative Entity Policies for WIOA

What policies rise to the level of a Workforce Development Council policy, and which fall under the Administrative Entity? The reason this came up: a couple months ago we had to look at the WIOA Youth policy and questioned whether the council needs to weigh in on these “in the weeds” issues.

In late August, Ms. Secrist met with Administrative Entity to review these policies to determine where these best fit. See the WDC/AE Policies document.

For example, should the WIOA Corrective Action Policy be administered by the full council or a specific committee? The Committee agrees that an attempt should be made to prevent the Council from being bogged down by administrating of operational details, while ensuring that strategic and governance issues remain under Council purview.

The Committee believes that this is a reasonable step forward. The overall goal is to keep the Council and the One-Stop committee very strategic in what they address.

One-Stop System Support for EO Responsibilities

Ms. Secrist introduced Ms. McDonald’s role to the Committee and explained how needed her work is in our EO implementation. Ms. McDonald represents the EO across all of state government. While her salary is paid by DHR they do not have resources for additional training to support her activities and responsibilities. The committee is weighing the possibility of helping to support her work.

Discussion:

How is Ms. McDonald representing all agencies in their effort to be EO compliant?

- She is working on translating the ADA requirements placed upon employers and is a resource for agencies on Title II of the ADA which prohibits discrimination on the basis of disability.

- ADA compliance and enabling agencies to connect with Diversity Equity and Inclusion efforts. Making sure employees have access to accommodations so they can be successful at their job.
- Civil Rights.

Obviously, costs are involved in getting her the training she needs to be most successful. If we use the infrastructure cost sharing model, the cost to each agency who is contributing to her training would be very low.

- It would be very helpful to get a cost/training description.

Ms. McDonald is planning a November ADA compliance training. Ms. Donnellan communicated that the scheduled time would not work for her agency for attendance due to their annual meeting. Ms. McDonald may send out a survey to determine the best time to meet and give the interactive training.

Regional Business Services Re-Start

Ms. Nash presented the working drafts of the WIOA Services Grid and WIOA Menu which is organized by partner. Please see attached. The hope will be that they will be modified and edited by each agency and once they are ready, send them out statewide as a PDF. Then they will be updated yearly.

Employer Lists by Region

Ms. Secrist described the Regional Employer List. She used Burning Glass's Labor Insight tool and showed the Committee the specific employers who are hiring. The potential is to encourage those who are hiring the most employees by setting up visits and guiding the conversation in outreach. This will empower the regions to work to meet the needs of employers who are hiring the most employees, or potentially connect them to other community partners. This gives the regions the opportunity to direct employers to TPM.

Discussion:

The Committee likes the opportunity to facilitate conversations and provide data without requiring a specific course of action.

The Committee also encourages defining what the ask is without requiring a specific methodology.

Do we have an idea of what we are trying to accomplish?

- Goal number 1 is to provide quarterly info on top 25 employers to each region with the focus to build a relationship with at least 10 of them.
- Goal number 2: bring employers together that have like hiring needs so they can benefit from shared wisdom and from TPM in the future. This may break down industry barriers and provide collaborative opportunities for help with recruiting.

The Committee is interested to see how coordination will look.

- The focus will be on providing high-level best practices and then let the regions take it from there.
- The Committee believes that this will be a great tool to inform and connect regions, and to know at the state level who the players are and how we can support them.
- This could identify entities that different state agencies can serve in a multipronged approach.

The potential exists to provide regional economists the opportunity to serve their regions with very specific flexible access to data.

It is important to be able to assess the effectiveness of the strategy without laying a heavy reporting burden on the regions.

- This may be very organic for Ms. Nash in her regular meetings with Regional AJCs.

Motion to adjourn by Mr. Butikofer. Adjourned at 11:52.