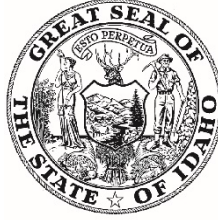


BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

John Young
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

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

Grant Review Committee Meeting Minutes

Date: Tuesday, September 27, 2022

Time: 3:00 PM

Committee Members: Brian Cox, Jake Reynolds, Jay Larsen, Jeff Greene, Jenni Bradford, Joe Maloney, Kelly Kolb, Rico Barrera

Staff: Wendi Secrist, Rebecca Watson, Caty Solace, Cassie Mansour, Sam Emery, Amanda Ames

Guests:

Called to order at 3:02 p.m.

Welcome

Roll Call – Quorum met

Review Agenda – No changes

Review July 26, 2022 Meeting Minutes

Motion by Mr. Reynolds to approve the June 26, 2022 Meeting Minutes as written. Second by Mr. Maloney. Motion carried.

WDTF Financial Summary

Ms. Secrist presented the Financial Summary.

WORKFORCE DEVELOPMENT COUNCIL

Fiscal Year 2023 Budget

For the Period July 1, 2022 - July 31, 2022

WDTF				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 480,800	\$ 40,372	\$ 440,428	8%
Personnel	\$ 480,800	\$ 40,372	\$ 440,428	8%
Administrative Services & Supplies	\$ 6,000	\$ 529	\$ 5,471	9%
Communication Costs	7,500	709	6,791	9%
Computer Services & Supplies	26,500	134	26,366	1%
Contracts, Events & Other Council Activities	528,500	58,358	470,142	11%
Employee Development, Memberships & Subscriptions	7,500	-	7,500	0%
Employee Travel Costs	14,900	30	14,870	0%
Rentals & Operating Leases	8,500	137	8,363	2%
Government Overhead & Insurance	3,000	-	3,000	0%
Operating Budget	\$ 602,400	\$ 59,897	\$ 542,503	10%
Grand Total	\$ 1,083,200	\$ 100,269	\$ 982,931	9%

Trustee and Benefits	Beginning Balance	Disbursements	Ending Balance
Grant Reimbursement(s) Spending Authority	\$ 7,684,500	\$ 250,002	\$ 7,434,498

WDTF Financial Summary	
WDTF Cash Balance 7/1/2022	\$ 13,687,155
Revenue	260,762
Interest	12,231
Payments	345,541
WDTF Cash Balance 7/31/2022	\$ 13,614,607
Obligated Employer Grants	\$ 1,698,202
Obligated Industry Sector Grants	5,865,189
Obligated Innovation Grants	1,039,066
*Obligated Outreach Projects & Allocated Budget	922,248
**Short Term Financial Assistance Program	2,031,132
FY23 WDTF Admin Costs	541,232
Obligated Balance	\$ 12,097,069
Unobligated Balance	\$ 1,517,538
Proposals Under Review	447,961
Unobligated Balance if all funded	\$ 1,069,577

WDTF Revenue			
Month	Transfer In	Interest	Collection Cost
July	\$ 260,762	\$ 12,231	\$ 42,108
August			
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
FY23 Totals	\$ 260,762	\$ 12,231	\$ 42,108

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

Discussion:

Are the unobligated funds before the grant we are looking at today?

Yes, this amount is prior to Bish’s Grant Application.

Bish’s RV Employer Grant

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

WDTF Request: \$56,250

Discussion:

The Committee notes that \$15 is low for an entry level wage, but Ms. Secrist clarified that the \$15/hour is only for the first 3 weeks. After that the wage increases to \$17/hour and is eligible for productivity bonuses and for regular increases.

Is this just an employer calling an on-the-job-training program an apprenticeship?

- This is an employer who has registered with the US Department of Labor as a Registered Apprenticeship.
- All they are asking in this application is for help with startup costs and to train the first 25 participants in the Apprenticeship Boot Camp. After that they will be set to take on the cost of ongoing training.

What will the long-term impact of this grant be? Is this where we want to be prioritizing the Workforce Development Training Fund?

- The Committee likes that this is work-based learning and that it provides a path to skilled work for new members of the workforce.
- This also checks the box of being a critical industry in Idaho.
- One desirable thing about this application is it is modeling the creation of a visible path forward for young laborers to potentially doubling their wage in a relatively short time frame.
- This training also makes a young technician more marketable throughout the state, due to being a Registered Apprentice.

Motion by Mr. Reynolds to recommend approval of the Bish's RV Grant in the full amount of \$56,250 to the Executive Committee. Second by Mr. Greene. Motion carried.

Motion by Mr. Maloney to adjourn.

Meeting adjourned at 3:22 p.m.