

BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

John Young
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

514 W. Jefferson St. Boise, ID 83702

Quarterly Council Meeting Minutes

Date: Wednesday, June 7, 2023
Time: 8:30 a.m. – 4:30 p.m. (Mountain Time)
Location: St. Luke's Plaza - Auditorium

Council Member Attendees: Deni Hoehne, John Young, Ben Davidson, Tia Davis (proxy for Clay Long), Jane Donnellan, Jeff Greene, Tom Kealey, Kristyn Carr (proxy for Jani Revier), Sergio Mendoza, Bill Reagan, Joe Maloney, Lori McCann, Sarah Griffin, Matt Van Vleet, James Pegram, Hope Morrow, James Smith, Kelly Kolb, Marie Price, Linda Clark, Sean Coletti, Jennifer Palagi, Lori Barber, Carrie Semmelroth, Lt Gov Scott Bedke, Debbie Critchfield

Staff: Wendi Secrist, Stacy James, Cassandra Mansour, Sherawn Reberry, Matthew Thomsen, Rebecca Watson, Jamie Liberty, Courtney Grubbs

Guests: Kevin Richert, Nico Lestra, Sarah Lesou, Christy Rood Gilchrist, Paige Bongiorno, Abby Delmas, Alyssa Romero, Sara Scudder, Peyton Nunes, Allison Duman, Mandy Adamson, Casey Bender, Representative Megan Blanksma, Matthew Reiber, Governor Brad Little, Cathleen McHugh, Chris Blanchard, Salvador Vasquez

*The Workforce Development Council is hereafter referred to as WDC.

Call to order at 8:31 a.m.

Welcome

Roll Call/Introductions – Quorum Met. Council members who are retiring were acknowledged and who are being appointed were introduced.

***Review/Approve Agenda**

Unanimous consent request by Dr. Clark to approve the agenda as presented. Second by Mr. Greene. There were no objections.

****Approve Minutes from March 15, 2023 Meeting***

Unanimous consent request by Mr. Young to approve the March 15 meeting minutes as written. Second by Mr. Van Vleet. There were no objections.

WDC Budget Updates

Monthly Budget Report

Ms. Secrist presented the updated budget report. Please see the attached report.

Discussion:

- How much did the audit cost?
 - The audit cost the WDC \$11,500.
- Can you explain the collection costs?
 - The WDC receives 3% of unemployment insurance taxes and thus pays 3% of the cost of collecting the taxes for the Workforce Development Training Fund.

****FY24 Operating Budget***

Ms. Secrist presented the operating budget for FY24, explaining the changes as compared with FY23. See attached report.

Motion to approve the FY24 WDC Operating Budget by Mr. Pegram. Second by Ms. McCann. Motion approved.

ARPA & CHIPS Related Investments

Ms. Secrist reviewed the list of semiconductor-related investments.

Discussion:

- This is about creating and providing education and training opportunities to increase the STEM workforce in Idaho.

****FY24 ARPA Allocations***

Leading Idaho – Workforce Training Investments

Ms. Secrist presented the Leading Idaho – Workforce Training Investments, FY24 Request for Council Approval.

Discussion:

- What is the difference between LAUNCH 1.0 and 2.0?
 - We are transitioning in the next year to 2.0 and much of the expenses we see will be utilized to integrate and build forward the transition.
- In the new LAUNCH funding, there is no specific funding for adult education, correct?
 - That is correct. We will be primarily funding exiting high school graduates. The WDC has the option to allocate WDTF funding for Adult LAUNCH.
 - There will be options to use In-Demand Careers funding, if there are remaining dollars after making awards to high school students, up to \$10 million.

Motion by Tom Kealey to approve the Leading Idaho – Workforce Training Investments, Lori McCann seconded the motion. Motion carried.

FY24 WDTF Revenue Projections

Ms. Secrist shared the WDTF Revenue Projections.

WDTF Grant Application Process

Mr. Kolb shared updates to the WDTF Grant Application Process. Applications will be reviewed on a quarterly basis moving forward and rubrics have been revised/developed for all programs to guide funding decisions. Grants submitted under the semiconductor investments will continue to be reviewed monthly as they come in.

Idaho Launch (1.0) Report

Ms. Secrist shared that in the life of the LAUNCH program we have served around 5,300 participants. See the Launch FY23 Stats.

Discussion:

- Do we track both completion of the program and hiring data?
 - Yes, we are able to look at employment rates and average annual wage data after completion. That data has proven to be very compelling.
 - We do track employment rates, but LAUNCH is serving a majority of currently employed individuals, which is why wage gain metrics are important.

Policy Committee Requests

***LAUNCH (1.0) Policy Change to ARPA Addendum**

Ms. Morrow explained the Policy Request reasoning. The policy committee is recommending changing the cap to \$5,000 and the maximum percentage of tuition covered to 80%. The decrease to \$5,000 will help extend the FY24 funding and the 80% to align with the expansion of LAUNCH for 2024.

Mr. Young recommended accepting the LAUNCH (1.0) Policy Change to the ARPA Addendum. Ms. Barber seconded the motion. Motion carried.

***LAUNCH In-Demand Careers Policy**

Ms. Morrow explained the need for a LAUNCH In-Demand Careers Policy update. She highlighted the current policy and how the Launch (2.0) policy will differ. She presented the Standard Occupational Classification (SOC) Codes which are broken into 867 detailed occupations. These are grouped into 459 Broad Occupations which are again grouped into Minor Occupations. She explained that a projected growth rate in the double digits and annual openings of 100 or more would fall into In Demand under the proposed model.

Discussion:

- How will special circumstance determinations be made?
 - Ms. Secrist explained there are careers that fall under unique circumstances. One example is that of a Wastewater Treatment Technician. Annually, Idaho only needs a few of these individuals per city, yet they are critical to Idaho's infrastructure. Discussion ensued regarding these positions.

- Can you define transitioning?
 - This is an industry that is experiencing hardship due to change.
 - If we could also define the word “emerging” as well, we could clearly demonstrate data.
 - Emerging is an occupation that didn’t exist 5-10 years ago.
- If a student wants a degree in Biology, they could not get LAUNCH funds for that since it does not qualify for the definition of in-demand?
 - If that student went to a community college, they would qualify for LAUNCH for prerequisite classes; unless there is enough demand and we will need to prioritize; if prioritization happens, then community college programs will need to be aligned to in-demand careers.
- This is where advisors will be crucial.
- How often do the job statistics get updated?
 - The Department of Labor updates this data annually.
- An important thing to remember is that a student can use Launch fund for ANY program at a community college.
 - In partnership with the State Board of Education, CTE, and the WDC, Advanced Opportunities dollars in high school can be applied to occupational pathways which will further an Idaho graduate on their career pathway.
- We have an increasing number of students each year who are completing their associate degree in high school using their advanced opportunities dollars. Are they still eligible for Opportunity Scholarships?
 - Yes, those dollars can be applied to baccalaureate degree programs.

Ms. Price recommended accepting the Launch In-Demand Careers Policy, with the recommendation of the addition of definitions for “transitioning” and “emerging”. Dr. Clark seconded the motion. Motion carried.

Additional Policies Timeline

Ms. Secrist shared the expectation that we develop an extenuating circumstances considerations policy, and a funds recapturing policy. She reiterated the need to stay on track with this policy development to be ready for making funding award recommendations in December.

Discussion:

- What does that application look like, and what does that grant agreement commit that student to, and are we there yet?
 - These are in development and will be really gearing up in July when we have access to the funding which the legislature has allocated.
- Ms. Hoehne encouraged the council that the importance of this work cannot be overstated. She encouraged them to prepare thoroughly and to use their expertise in their respective fields.

Break: 10:30 a.m. – 10:45 a.m.

Governor Little's Presentation

Governor Little stopped by to speak to the Council. He thanked them for their work, and thanked Ms. Secrist for her leadership as the Executive Director of the WDC. He presented Ms. Secrist with a certificate of recognition for her work in Idaho on behalf of the workforce.

Educated in Idaho/Employed in Idaho Presentation

Cathleen McHugh shared her research regarding Educated in Idaho/Employed in Idaho.

<https://dashboard.boardofed.idaho.gov/Publications.html>

Discussion:

- How is resident defined?
 - Students who entered their program as non-residents are defined as non-residents, while students who enter their program as residents, are considered residents.
- Is it significant that we are converting that number of non-residents to Employed-In-Idaho which implies that they are now residents?
 - Ms. McHugh clarified that the bulk of this research is specifically geared toward residents. As a researcher, Ms. McHugh made it clear that research bias is a concern, so when there is a significant statistical difference, she clearly notes that data.
- Can your research help to align in-demand careers with their certifications?
 - CIP codes do not translate perfectly into SOC codes, but yes, that could potentially be an area where we could work together.
- Did this data examine first generation college students or rural students?
 - That would be difficult. We would have to see if these factors are universally available.
 - If this information would be beneficial to you, Ms. McHugh will work with Ms. Secrist to determine if that can be provided.

Ms. McHugh demonstrated using the Dashboard Tool on the OSBE website and the Employed-In-Idaho rate by Residency Status on the dashboard.

Discussion:

- Mr. Vasquez shared that there are limitations to the data in matching individuals to jobs. What we do not get back is the occupation that the participant is employed in. We may know the industry, but not the occupation. If a participant is hired at Micron, we can know they are in manufacturing, but we won't know what kind of job they have been hired for. They could be an engineer, an accountant, or a custodian.
- How do we look compared to other states in the west?
 - There would possibly be limiting differences in methodology of data collection, but if this is possible to find, it will be provided.

Council Discussion on LAUNCH Performance Metrics

Ms. Secrist introduced Chris Blanchard, and he and Cathleen McHugh were asked to help facilitate this discussion on LAUNCH Performance Metrics.

Discussion:

- Due to the need to measure the success of LAUNCH in the future, we will need to determine the data to collect, beginning with baseline data to provide annual reports.
- Employers could be asked to add occupational job titles/classifications to their wage data. However, this would require legislative action.
- How do you manage or overcome lack of participation in these surveys?
 - This is always the challenge in survey design.
 - Employers are bombarded with a lot of requests, but professional survey design is one way of overcoming that challenge.
- When a student starts in LAUNCH, but then drops out, we want to know why.
 - Are they lacking child care?
 - Is it other extenuating circumstances?
- How do we market this product and these incentives?
 - Simple and clear.
 - Delivery to all our customers and stakeholders.
- Who will be responsible for reporting and collecting that data?
 - The WDC and the State Board will be collecting demographic data.
 - The educational institution will be responsible for collecting their own data.
 - Between the State Board and the Department of Labor we will be organizing that data into clear and concise packaging.
 - The WDC will issue the report to the legislature.
- The only change in the legislation that could possibly use a definition is “satisfactory academic progress.”
- There is a lot of grey area when we talk about placement rates and retention rates. Short term programs like CDL would be quick success stories, whereas associate degrees or other programs will be harder to measure.
 - How are we measuring this?
 - If a graduate or completer of the LAUNCH program finishes their workforce training and then goes on to a bachelor’s or master’s degree, they would be considered a successful completer because they are continuing to move through their pathway.
- What are the outcomes that we need to collect? Is it about whether the LAUNCH participant has a job in Idaho?
 - You must be a graduate of an Idaho High School to qualify for the LAUNCH grant award.
 - The data that will demonstrate effectiveness of the program are passing rates, placement rates, retention rates.
 - Job placement tracks whether they obtained employment after LAUNCH completion.
- Part of the confusion is the ability to obtain associate degrees. This award is time bound to three years.
 - Once an award is made the individual has up to three years to use their funds. If they have a break of six or more months, their funds would normally revert back to the WDTF. One of the policies we are creating is extenuating circumstances.

Lunch: 12:00 – 1:00 pm

Due to scheduling changes the Law Enforcement Recruitment and Retention Challenges presentation will be moved to later in the afternoon.

Executive Director Report

Ms. Secrist presented staffing updates and the WDC Organizational Chart for FY24. She explained that next Monday construction will start in the offices of the WDC. Ms. Secrist then shared the LAUNCH Plan Timeline and gave updates on implementation. She clarified that although the goal for implementation of the grant management platform is scheduled for October, we don't need to begin utilization until July of 2024. However, we will need time for implementation and testing leading up to July 2024.

Discussion:

- The initial LAUNCH award would be offered in December, even though they haven't graduated yet?
 - That's correct. Students will be made an offer contingent on graduating and upholding the other requirements of the grant.
 - The plan is to have three offer "cycles" with announcements by December 31, March 31 and May 31.
- Ms. Secrist shared that we will be sending out a welcome kit to each high school to give them a playbook. The goal is to enable them to easily communicate with students and parents about Idaho LAUNCH.
 - She shared the role of Next Steps Ambassadors.
- We will be sharing some of these materials in the resource hub on the WDC website so Council members can access that information freely.
- The WDC staff is working to engage a VISTA intern soon.

Dr. Reberry shared a recap from the Age of Agility virtual conference.

Ms. Secrist shared that the healthcare workforce system needs support. We are co-leading an initiative with the Governor's Office, State Board of Education, Blue Cross Foundation and others. The CNA Advisory Committee will also contribute to that conversation.

Ms. Secrist shared that we are appealing two of the findings of the US Department of Labor Audit on our Apprenticeship Grants.

Law Enforcement Recruitment & Retention Challenges

Chief Tracy Basterrechea, from the City of Meridian, and Angelie Hoxlie, of the National Law Enforcement Foundation presented the need for the Treasure Valley Law Enforcement Child Care Center. Chief Basterrechea is the president of the Chiefs Association in the State of Idaho. Angelie Hoxlie

was with Idaho State Police. She left the agency due to lack of child care. She and her husband were both detectives with the State.

Ms. Hoxlie shared that the National Law Enforcement Foundation created a survey and distributed it throughout the Treasure Valley. They received 430 responses. Those surveys reflected that 96% of participants stated they would use a Child Care service immediately.

Discussion:

- Barriers to LEO retention: housing costs, child care.
- The Council expressed deep appreciation for all that Ms. Hoxlie is doing to serve Idaho.

Child Care Expansion Grants Request

****Child Care Policy Waiver***

Ms. Griffin shared with the Council that we are seeking a waiver of the cap of the Child Care Grant for applicants that are specifically serving public safety. This waiver would double the cap from \$15,000 per head to \$30,000 per head for new child care seats.

Discussion:

- Is this funding in perpetuity?
 - There is no on-going funding for child care. When this \$15 million is spent, that will be the end of this project, unless the legislature decides to extend the funding.
- Can you explain the funding cap being doubled?
 - The Child Care Expansion Grants Committee will examine the public safety applicants and review sustainability. These types of providers will have to meet the needs of public safety through significantly extended hours, emergency drop-in, etc. to qualify.
- What is required of the applicants for these grants to demonstrate that they deserve this funding?
 - The rubric is very rigorous, using Idaho STARS “steps to quality” or equivalent measures to determine quality, among other things.
- One thing that stood out was the non-traditional hours of care. Those non-traditional hours will necessitate different earmarks for quality of care.
 - The Child Care Committee has a scoring system for extended hours.
 - The challenge comes with proving quality in those extended hours.
 - Retention is a piece of quality.

Mr. Pegram recommended approval of the Child Care Policy Waiver from \$15,000 allowed per seat to \$30,000 per seat for the \$3 million set aside for establishment of Public Safety Child Care. Ms. Morrow seconded the motion.

Additional discussion:

- We are voting on doubling the amount of the per-seat cap for public safety, while there are other industries that have these same problems.
 - The Governor specifically recommended that \$3 million set aside for public safety.

- While not a 24/7 child care facility, the need to have extended hours with holidays and weekends does increase the cost of care.
 - If this group asked for this exception, then any group could ask for this exception as well. We could examine these on a case-by-case basis. Every applicant must provide a business plan. In the experience of the Child Care Committee, not every applicant has the desire to provide extended hours or weekend and holiday hours.
- There is a level of uncertainty and unpredictability in public safety work, which makes it difficult at the best of times to utilize traditional child care structures.
- This \$3 million set-aside is not for one organization. This has been earmarked to support an impacted essential industry. Other providers will have the opportunity to apply under the set-aside.
- Does this mean that this will only give 100 seats for the \$3 million?
 - It gives the ability for an applicant to provide at least 100 seats for \$3 million, but it does not prevent them from providing more seats than that.

Motion carried.

****Small Child Care Provider Technical Assistance***

Ms. Griffin shared with the Council that the Child Care Expansion Grants Committee is working to engage a provider for technical assistance for small providers.

Ms. Secrist shared that we are not yet ready to bring that to the Council, as we have only received one proposal and it has not been scored yet.

Outreach Committee Request

**** Career Pathway Plan Policy for Launch***

Dr. Linda Clark shared that the Outreach Subcommittee met to create a Career Pathway Plan.

Dr. Reberry presented the eligibility recommendations for Career Pathway Plans which the Idaho State legislature instructed the WDC to provide. *(Please see the Career Pathway Plans presentation.)*

The Proposed Policy Recommendation is:

To receive Idaho LAUNCH funding students will be required to complete three activities in Next Steps Idaho:

- 1. Plan Smart Assessment including the Reflection*
- 2. Interest Profiler Assessment including the Reflection*
- 3. Work Values Assessment*

Or-

Submit for approval to Idaho Workforce Development Council the district/school Senior Project that aligns to Career Exploration. Senior Project is an expected graduation requirement; thus, with a Career Exploration component for Senior Project this would meet the Idaho LAUNCH requirement.

Or-

Submit the district/schools Career Exploration Plan. Once students graduate there will be a crosswalk completed between applications for Idaho LAUNCH and high school graduation or equivalent as defined by the Idaho Office of State Board of Education. The district/school will be responsible for completing the crosswalk from the Idaho LAUNCH applications that the Idaho Workforce Development Council provides.

Discussion:

- Should there be an amendment in the policy that this needs to be within the student’s senior year?
 - The student should not be relying on their plan from seventh or eighth grade; this should be an active plan.
 - The Council feels that junior or senior year students should complete this plan rather than relying on an early assessment.

At the direction of the Council, Dr. Reberry updated the wording of the policy to: “Within two years prior to receiving Idaho Launch funding students will be required to complete the following...”

Representative McCann made a motion to approve the Career Pathway Policy Plan as amended. Ms. Griffin seconded the motion. Motion carried.

Break: 2:45 – 3:00 pm

Launch Discussion on Grant Awards (to inform policy development)

Ms. Secrist presented the next step in LAUNCH policy development is to determine which steps will need to be checked off to determine eligibility.

This will be an automatic process. No committee will be asked to approve individual applications.

****WIOA Recaptured Funds – Reclassification of Funds & Special Project Request***

Ms. Secrist shared final expenditures of PY22 WIOA funds showing amounts available for recapture. (See *the WIOA Recaptured Funds & Special Project Request.*)

Ms. Secrist shared that the Administrative Entity requests approval to ask the Governor to transfer \$160,900 of the Dislocated Worker funds to be expended on adult activities as the State has not had a significant number of dislocated workers over the past year. In addition, the Adult and Dislocated Worker service provider is requesting up to \$461,506 for a special project to serve individuals re-entering society from the Idaho Department of Corrections.

Discussion:

- Will this project be held to the same standards as all other WIOA programs?
 - Yes.
- Does this apply to just this year, and just these funds.
 - Yes. It must stay in WIOA and has to stay in Adult/Dislocated Worker Population.

Ms. Price motioned to approve the recapture and reallocation of WIOA funds: transferring \$160,900 of the Dislocated Worker funds to Adult activities, and to allocating \$461,506 for Equus Workforce Solutions for the Idaho Reentry Pilot Program. Mr. Young seconded the motion. Motion carried.

Chair's Report

Ms. Hoehne reflected that the agenda for Council meetings used to be such an easy lift. Now the agenda is weighty, and our meetings are full of healthy discussion.

September's Council meeting is going to be in Eastern Idaho. What are some suggestions of topics we can explore?

- Crop rotation and farming science
- Microreactors
- All of INL's work
- Tour of INL

Chair's Closing Remarks

Ms. Hoehne thanked staff for their work and thanked the Council members for their commitment to making the journey from all over the state.

Motion to adjourn made by Ms. Morrow. Adjourned at 3:20 p.m.