

BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

John Young
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

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

Workforce Development Policy Committee Meeting Minutes – February 21, 2023

Committee Members: Hope Morrow, Lori Barber, Sean Coletti, Christi Gilchrist, ~~Jason Hudson~~, Tom Kealey, Clay Long, Daniel Puga, Jani Revier, ~~Tom Schultz~~, John Smith

Staff: Wendi Secrist, Sherawn Reberry, Paige Nielebeck, Matthew Thomsen, Rebecca Watson, Amanda Ames, Stacy James, Jeffrey Bacon, Courtney Grubbs

Guests: Kandi Chandler (North Idaho Dental Personnel)

Call to Order at 2:02 p.m.

Roll Call – Quorum met.

Review Agenda – No changes to the agenda

***Review January 17, 2023 Meeting Minutes**

Motion by Ms. Barber to approve Meeting Minutes as written. Second by Mr. Puga. Motion carried.

***Launch Provider Rubric**

Dr. Reberry presented the Provider and Course Draft Rubrics.

Discussion:

- What do you consider a proprietary school?
 - A private school.
- Is this for the existing Launch program or for the newly expanded Idaho Launch Program?
 - Both. In the past, we sought out programs to fill missing gaps in the system. This is being designed for the ongoing needs of Idaho Launch.
- Do we need to have something in the rubric that discusses a provider's pass rates?
 - We will include a pass rate qualifier in the Course Rubric.
- We may need to use this rubric a few times before we are sure that this will work on an ongoing basis.
 - If these rubrics are approved today, we will send them out to the current applicants.
- Do we need to have more detailed guidelines for potential applicants on how we identify "In demand" jobs?
 - We are using the Department of Labor's tool: <https://lmi.idaho.gov/occupations-in-demand> and choosing only the top 150 of total annual openings.
- The Committee decided to approve the rubric as edited on a trial basis and to try it out on the provider queue that is currently waiting for Policy Committee approval.

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Motion by Mr. Long to approve the Idaho Launch Provider Rubric as presented on a trial basis. Second by Ms. Gilchrist. Motion carried.

****Review 160 Driving Academy***

Dr. Reberry presented the course of events that led to 160 Driving Academy being placed on administrative hold.

Discussion:

- The Committee believes creating a firm policy would mitigate risk.
- If they are pulled by the state board then they would not be a candidate for Idaho Launch.
- How do we write a new policy here?
 - The Committee would brainstorm, then the staff would write a draft to present to the Committee. After the Committee approves, we would take the policy to the full council for approval.
- Do we have a monitoring or sampling process? How are we checking in or auditing these providers?
 - We can replicate what we use for the USDOL process, but because they are not subrecipients of these grants we are not required to audit them like we would with a grant subrecipient.
- The Committee agreed that it is appropriate for the director of the WDC to place a provider on hold if they violate their contract or MOU. If the provider would like to reapply, they could do so.
 - The Committee feels that they should address their violation in order to be reappraised.
- Do we have this language that addresses the responsibility of the provider on the front end?
 - Ms. Secrist reviewed the MOU and feels that this language could be tightened up.
- The Committee would like to consider merging ETP with the Idaho Launch provider list.
- The Committee would like to encourage 160 Driving Academy to reapply and thereby demonstrate that they have remedied the problems that led to their hold placement.

Motion by Ms. Revier to require 160 Driving Academy to reapply for Launch approval and for staff to develop a Launch policy for reapproval of provider who loses their Launch status. Second by Ms. Gilchrist. Motion passed.

****Launch Course Approvals***

Dr. Reberry presented Idaho Launch course approvals.

Discussion:

- Due to time, only the Project Management, Firefighter Academy, and Welding Courses will be considered today.

Motion by Ms. Revier to approve the abbreviated Launch Course list as modified. Second by Mr. Puga. Ms. Barber abstains. Motion carried.

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Update on Resort Operations & Hospitality Management at Boise State

This line item will be deferred to next month due to time.

Launch Policy Development

Ms. Secrist reviewed with the Committee the Idaho Launch Expansion Plan outline for the Policy Committee.

Discussion:

- When will the WDC start accepting applications? What is the target to go live with this expansion?
 - Ms. Secrist reviewed the implementation phase starting in mid-October with the acceptance of applications and leading to the start of application approval in December 2023.
 - Funding would be awarded no earlier than July of 2024.

Motion by Ms. Barber to adjourn. Second by Mr. Puga. Motion carried.

Adjourned at 3:00 PM.