

BRAD LITTLE
GOVERNOR



Deni Hoehne
Chair

Wendi Secrist
Executive Director

John Young
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL
514 W Jefferson St, Ste 131, Boise, Idaho 83702
EXECUTIVE COMMITTEE MEETING MINUTES

Date: Thursday, March 9, 2023
Time: 2:00 – 3:30 PM

Council Committee Members: Deni Hoehne, John Young, ~~Joe Maloney~~, Kelly Kolb, Sarah Griffin, Liza Leonard

Guests:

Staff: Wendi Secrist, Paige Nielebeck, Amanda Ames, Matthew Thomsen, Cassie Mansour, Jeffrey Bacon, Rebecca Watson, Thomas Morrison

Call to Order at 2:00 PM

Roll Call – Quorum Met

Review Agenda – No changes to the agenda

Review February 9, 2023 Meeting Minutes

Motion by Ms. Leonard to approve the February 9, 2023 meeting minutes as written. Second by Mr. Kolb. Motion carried.

Budget Report

Ms. Secrist presented the FY24 Budget Update.

WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2023 Budget
For the Period July 1, 2022 - February 28, 2023

WDTF				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 480,800	\$ 301,299	\$ 179,501	63%
Personnel	\$ 480,800	\$ 301,299	\$ 179,501	63%
Administrative Services & Supplies	\$ 6,000	\$ 5,745	\$ 255	96%
Communication Costs	11,349	8,791	2,558	77%
Computer Services & Supplies	26,100	27,411	(1,311)	105%
Contracts, Events & Other Council Activities	526,051	263,749	262,302	50%
Employee Development, Memberships & Subscriptions	7,250	1,847	5,403	25%
Employee Travel Costs	18,000	5,611	12,389	31%
Government Overhead & Insurance	6,750	17,460	(10,710)	259%
Rentals & Operating Leases	61,000	1,729	59,271	3%
Operating Budget	\$ 662,500	\$ 332,343	\$ 330,157	50%
Grand Total	\$ 1,143,300	\$ 633,642	\$ 509,658	55%

Trustee and Benefits FY23	
Grant Reimbursement Spending Authority	\$ 7,391,000
Innovation	176,638
Launch	820,552
Outreach	64,670
Employer	113,714
Industry Sector	1,077,539
Ending Balance	\$ 5,137,887

WDTF Financial Summary	
WDTF Cash Balance 2/1/2023	\$ 13,886,979
Revenue	553,669
Interest	31,862
Payments	530,656
WDTF Cash Balance 2/28/2023	\$ 13,941,854
Obligated Employer Grants	\$ 1,848,321
Obligated Industry Sector Grants	5,990,487
Obligated Innovation Grants	2,992,954
*Obligated Outreach Projects & Allocated Budget	186,158
Preceptorship	100,000
**Short Term Financial Assistance Program	1,496,075
FY23 WDTF Admin Costs	509,658
Obligated Balance	\$ 13,123,654
Unobligated Balance	\$ 818,200
Proposals Under Review	2,520,375
Unobligated Balance if all funded	\$ (1,702,175)

WDTF Revenue			
Month	Transfer In	Interest	Collection Cost
July	\$ 260,762	\$ 12,231	\$ 42,108
August	892,198	14,898	-
September	10,162	18,825	-
October	239,927	22,370	-
November	766,556	24,847	-
December	26,100	26,603	-
January	198,404	29,614	-
February	553,669	31,862	73,401
March			
April			
May			
June			
FY23 Totals	\$ 2,947,777	\$ 181,251	\$ 115,509

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

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ARPA WFD				
Category & Grantee	Budget	Obligated	Unobligated	Disbursements
Idaho Launch	\$ 11,837,362	\$ 8,997,280	\$ 2,840,082	\$ 3,783,810
Talent Pipeline Management (TPM) – Regional Coordinators	1,115,038		-	
1 Percent Consulting		148,790		84,270
Idaho Associated General Contractors		152,151		
Center for Advanced Energy Studies		150,000		45,000
Coeur d'Alene Area Economic Development Corp		152,000		
Clearwater Economic Development Association		147,657		11,354
College Southern Idaho		150,000		27,808
Idaho Manufacturing Alliance		149,940		14,207
TPM Training & Lightcast Licenses		64,500		
Reserved for CHIPS Act Projects	11,500,000		11,500,000	
Next Steps Idaho Investments	125,000	125,000	-	
Idaho Launch Website & Marketing	275,000	275,000	-	13,699
Salary	123,600	123,600	-	48,875
Operating	24,000	24,000	-	30,443
Grand Total	\$ 25,000,000	\$ 10,659,918	\$ 14,340,082	\$ 4,059,466

Ms. Secrist explained that staff will be moving the balance of funding from the unobligated balance of the WDTF to the Short-Term Financial Assistance Program to fund Idaho Launch grants based on the action taken by the Executive Committee in January.

Idaho Launch Spending

Ms. Secrist updated the Committee on the legislative approval of the Workforce Development Council budget. This did not include the Idaho Launch Expansion budget for next year since it is being considered separately.

Ms. Secrist described the upcoming shortfall of Launch funds to meet this year's need for workforce training in the State of Idaho. Per the budget, we have \$1,068,200 in the WDTF to spend on Idaho Launch and an additional anticipated \$1 - \$1.2 million in WDTF revenue. This leaves us with a forecasted deficit of almost \$2 million for this fiscal year if the demand does not decrease.

Discussion:

- The Committee considered employing restrictions on Idaho Launch to cover these costs.
 - We could prioritize people with lower income.
 - We could also decrease the percentage of funding.
- A lot of young people don't have resources to further their education and are not receiving funds from their parents. The Committee recognizes that going to a FAFSA style model would hurt these students.
- The Committee recognized that we are striving to provide the resources to meet the demand for one of the most successful programs we've ever overseen.
- The Committee wondered if the governor might have a "rainy day fund" that we could request to fund Launch for the rest of the year?
 - This is unlikely, as even if such a fund existed, we would not have the spending authority to utilize it for Idaho Launch.
- The Committee reflected that if we decrease the funding or the percentage of covered tuition much or if we change the Launch funding amounts or percentages regularly, we would be short-changing Idahoans.
- Are we assuming there's more money coming??
 - We have approximately \$5 million allocated for the next fiscal year.
 - This is a third of the funding for next year that we are on track to spend this year.
- The Committee weighed the options for the projected spending of next year's Launch funding.

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- One option is to go full speed ahead until we run out of funding in October/November.
- Is the funding that the Governor proposed going toward our existing Launch funds?
 - No, the only funds that will be available this fiscal year are the startup costs to build the infrastructure for the Governor's proposed expansion.
- As long as the Committee is comfortable, we will monitor this situation carefully and prepare to turn off the funding, likely sometime in May.
- The Committee discussed the possibility of allocating all the Workforce Development Training Funds to Launch.
 - This would alleviate a part of this problem, but then the WDC won't be able to do much else.

****Child Care Expansion Grants – Round Three Funding Recommendations***

Ms. Griffin presented the Round Three Child Care Expansion Grant funding recommendations from the Child Care Committee.

The applicants recommended for funding are:

- Tiny Town
- Bright Stars Childcare
- Magic Stars Spanish Preschool – (small provider)
- Saggy Britches, DBA The Barnyard Daycare & Learning Center
- Boise State Children's Center
- Lil' Rascals Preschool and Daycare
- Teton Regional Economic Coalition

The total request of all applicants in round three was \$5,301,099.89, and the total recommended for approval is \$2,809,823.32 with a funding correction from round two of \$293,633 for a total of \$3,103,456.32.

Discussion:

- Has the Child Care Committee seen providers who are offering non-traditional hours especially evenings and weekends?
 - The committee did see a few. They took hours of operation into consideration in scoring, prioritizing those with atypical offerings.
- Ms. Griffin explained the administrative clean up, which accounts for the funding correction from round two.

Motion by Ms. Griffin to approve the recommended applications from round three as well as the funding correction from round two, for a total of \$3,103,456.32. Second by Mr. Kolb. Motion carried.

****WIOA Adult/Dislocated Fund Transfer***

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Ms. Secrist presented the Idaho PY22/FY23 Adult and Dislocated Worker Funding and communicated the request to shift those funds between the service delivery areas. The Council is required to approve a transfer request.

Motion by Mr. Kolb to move forward with the transfer request. Second by Ms. Griffin. Motion carried.

WDTF Grants

****Micron Innovation Grant – ARPA to WDTF shift***

Ms. Secrist presented her decision to shift Micron Innovation Grant's from ARPA to WDTF funding. From an accounting standpoint it will be much easier to track this spending, but we want to make sure that the Executive Committee understands and agrees with this decision.

Motion by Mr. Young to ratify the utilization of State funds vs. Federal funds as presented. Second by Ms. Leonard. Motion carried.

****Learning How 2 Live***

Mr. Thomsen presented the updates to the Learning How 2 Live budget. In developing the contract, staff noticed a budgeting error (i.e., a formula error in Excel). Mr. Thomsen brought the error to their attention and Learning How 2 Live fixed their budget. This is now reflected in the revised amount they brought back to us. This revision must be approved by the Executive Committee. The request is to increase the grant amount to **\$438,284**.

Motion by Ms. Griffin to approve the amended budget for the Learning How 2 Live Grant as written. Second by Mr. Kolb. Motion carried.

WDTF Grant Approval Process

Mr. Kolb clarified for the Committee how they are handling new grant applications for the next few months.

- Mr. Kolb shared that they have considered \$853,000 in grant requests as fundable so far. However, we have shifted the remaining unobligated balance toward Idaho Launch for the rest of the fiscal year.

Discussion:

- We need to consider a quarterly deadline for applications and then the Grant Review Committee will consider them all at once.
- From here on out the Committee recommends adoption of this strategy to prioritize funding.

Council Meeting Agenda Review

Ms. Secrist presented the Council Meeting Agenda. There will be a healthcare deep dive with both large and rural healthcare representatives. The Committee briefly discussed the agenda.

Executive Director's Report

Ms. Secrist introduced Thomas Morrison, the WDC's new grant analyst, to the Committee.

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Executive Committee Open Discussion

Ms. Secrist discussed the Senate hearing of HB24 and the decision of the Commerce and HR Committee to send it to the 14th Order.

Discussion:

- Ms. Hoehne spoke to the various reasons opponents of the bill cited:
 - Communism/Socialism.
 - Lack of oversight.
 - Cronyism.
 - Don't want handouts given to others that they could not get, believing that it undervalues their service. This is especially true of veterans, which is understandable.
- She was disappointed that she wasn't permitted to speak at the hearing of the bill. She didn't get the chance to address the opposition. She expressed that this was not a handout - and that the trailer bill increased skin-in-the-game.
- She also noted that there was a lack of identifying what an employer is.
 - There seemed to be a misconception that this would only go to lining the pockets of big business.
- Another piece that wasn't shared is all the employers who are trying to make a difference by educating their own workforce.
- Ms. Secrist encouraged the Committee with the message from the governor's office to keep moving ahead.

Motion by Ms. Leonard to adjourn. Second by Ms. Griffin. Motion carried.

Adjourned at 3:35 p.m.