

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

EXECUTIVE COMMITTEE MEETING MINUTES

Date: Thursday, May 11, 2023

Time: 2:00 – 3:30 PM

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

Guests: Bailey Woolf

Staff: Wendi Secrist, Sherawn Reberry, Paige Bongiorno, Matthew Thomsen, Thomas Morrison, Cassie Mansour, Stacy James, Rebecca Watson

Call to Order at 2:00 PM

Roll Call – Quorum Met

Review Agenda – No changes to the agenda

Review April 13, 2023 Meeting Minutes

Motion by Ms. Griffin to approve the April 13, 2023 meeting minutes as written. Second by Mr. Kolb. Motion carried.

Budget Report

Ms. Secrist presented the Budget Report. Please see attached PDF.

Idaho Launch Update

Ms. Secrist presented updates to Idaho LAUNCH spending amounts.

***WIOA Local Area Set-Asides**

Ms. Secrist presented the PY23 Allocations Local Area Set-Asides. See attached PDF Memo. She explained that we recommend setting aside up to \$741,256 as noted in her presentation, for PY23; and that we must also recapture all eligible PY22 program funds, to be calculated based upon final PY22 expenditures, in accordance with the policy approved on April 7, 2020.

Motion by Mr. Young to approve the WIOA Local Area Set-Asides as presented. Seconded by Ms. Griffin. Motion approved.

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****WIOA FY22 Youth Funding Shift***

Ms. Secrist presented the WIOA FY22 Youth Funding Shift – see memo. She explained the need to transfer \$10,000 from SDA 5 to SDA 1.

Discussion:

- It seems that there has been a transformation in the perspective of Youth Programs.
- The Committee would love to see a report about all their activities, who they've served, and some of those positive impacts.

Motion by Ms. Griffin to shift funding as requested from SDA 5 to SDA 1. Mr. Kolb seconded.

Motion approved.

Special Executive Committee Meeting – May 25?

Ms. Secrist explained the need to move the June meeting to May 25th if possible due to the June Council meeting. The committee discussed possible times and settled on 1 PM MT/ 12 PM PT.

June 7 Council Meeting Agenda Development/Review

Ms. Secrist reviewed the Draft Agenda for the June 7 Council Meeting. See below.

June 7 Council Meeting Agenda Items

WDTF Forecasts

- FY24 Revenue
- Pending Awards
- STEM Focused Investments
- Timing on opening applications & quarterly review process (Kelly?)

Launch Report

- Financials
- Performance metrics
- Providers
- *Possible policy changes (ARPA Addendum – Award Amount)

New Launch Policies

- *Career Pathway Plan – Outreach Committee (John or Linda?)
- *In-Demand Careers – Policy Committee (Hope)
- Timeline Review/Update

Educated in Idaho/Employed in Idaho Presentation

- Discussion on baseline data for Launch

Industry Deep Dive – Public Safety (or Public Service – Law Enforcement, Government, Education?)

*Child Care Policy Waiver – \$3m set-aside for Public Safety

*Small Provider Technical Assistance for Child Care

Discussion:

- The discussion of baseline data for Idaho LAUNCH with Mr. Shaul and Cathleen McHugh will be especially fascinating.
- The Committee expressed the desire to arrange small groups of the council over the summer to provide regional updates.

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- The industry deep dive could be updated from Public Safety to Public Service which could include Law Enforcement, Government, and Education if time allows.

Executive Director's Report

Ms. Secrist presented staffing updates. Ms. Bongiorno is leaving the WDC to accept a role with the Idaho Community Health Care Association as a Workforce Specialist, while Ms. Mansour is transitioning to Program Training Coordinator with LAUNCH.

She also shared Council updates –

- Matt Van Vleet is moving out of state and so has resigned from the Council. This coming Council meeting will be his last.
- Liza Leonard has moved from Ball Ventures to INL.

Ms. Secrist presented an updated organizational chart for the WDC. See the attached PDF.

- Ms. Secrist shared that we had our USDOL monitoring for the Youth Apprenticeship Readiness Grant. She shared findings with the Committee.

Executive Committee Open Discussion

- Ms. Hoehne shared that she had read about a program that teaches grandparents early child care education techniques. She shared that this program was being used to great impact to provide child care for families who don't have access to more formal care giving options.
- The Idaho State Council of SHRM (Society of Human Resource Management) is an HR governing body who wanted to know how they could get involved in the WDC. They have volunteered to act as liaisons for Next Steps Idaho Connect, connecting educators with industry in Idaho.
- Age of Agility is next week.

Motion by Mr. Maloney to adjourn. Second by Ms. Griffin. Motion carried.

Adjourned at 3:20 PM