

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 – May 23, 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: Sherawn Reberry, Wendi Secrist, Matthew Thomsen, Amanda Ames, Rebecca Watson, Courtney Grubbs, Jenny Hay

Guests: Travis Jones with Riley Stegner & Associates, Alyssa Romero with Lobby Idaho, Shawn Keough with Associated Logging Contractors of Idaho, Chet Andes with Idaho Career and Technical Education, Craig Shaul (Research Supervisor) with Idaho Department of Labor, and the IDOL Regional Economists: Ryan Whitesides, Sam Wolkenauer, Seth Harrington, Lisa Griggs, Matt Paskash, and Jan Roser

Call to Order at 8:39 AM

Roll Call – Quorum met.

Review Agenda – No additional items to add, but In-Demand Careers and SOC to CIP Demonstration and Discussion will be moved to the afternoon..

***Review April 18, 2023 Meeting Minutes**

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

***Review/Adjust ARPA Addendum for Launch**

Ms. Secrist presented the addendum for Launch which the Committee approved last June.

- The current addendum increased the percentage for which the WDC could contribute to 90% of the tuition and fees and increased the maximum to \$7500 per participant.

In January 2023, the Council approved decreasing the maximum to \$5000 to help preserve funds for the remainder of the fiscal year.

Motion by Director Kealey to approve the Launch Addendum as presented. Second by Mr. Puga.

Discussion:

- The Committee discussed decreasing the percentage from 90% to 80% of tuition to preserve funding in the coming year and align with the Launch expansion going into effect next fiscal year.

Director Kealey withdrew his initial motion.

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

Motion by Mr. Hudson to drop to 80% funding, up to \$5,000. Ms. Revier seconded the motion.

Motion carried.

LAUNCH, Student Updates

Ms. Secrist reminded the Committee of the timeline for accepting applications is October 1, 2023. She also updated the committee on the Invitation to Negotiate (ITN) process; hoping that it will be posted shortly. The application period should last approximately 35 days.

The Launch team plans to utilize Scholarship Idaho for the Launch grant application process. However, we will also look at the grant platform to determine if the platform would also be able to accept applications; we would like to have both options. We are posting for a Software Engineer. We are working closely with the development team at the board office because we must have Scholarship Idaho up and running by October 1st to accept applications and begin offering Launch grant awards no later than December 31st.

The grant management platform won't need to be utilized until spring of 2024 because we won't begin the payments until July of 2024. If we are unable to find a grant platform that meets our needs, we would hire staff to manage the processes.

Discussion:

- Ms. Revier noted that Labor has had some traction using an IT staffing agency.
- Our Launch team is working with the Next Steps team in developing a playbook. We will provide "plug-and-play" options (i.e., videos, handouts, presentation materials) to help explain Launch.
- We are working on the messaging for these efforts. We are working together with the Office of the State Board of Education to share information on both Launch and Opportunity Scholarships, so students have the information to make informed decisions.
- What about Chambers and Rotary Groups?
 - That's a great place for Council members to share information.

****Launch Course Approvals***

Ms. Secrist shared that these courses might not extend into FY25, but this should be considered a transition year. We will have 9 months to determine the effectiveness of these courses, as we move forward.

The Committee acknowledged that we will be considering new Idaho Launch Provider Applications separately.

Discussion:

- Are we only allowing not-for-credit courses?
 - We currently can allow for credit courses, but only have two approved. The Committee must decide if that is in the best interest of the Launch program in this transition year.

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

- Discussion ensued regarding the different for-credit programs and what is currently offered through Launch.
- The first bucket of Launch participants in FY25 will be the high school graduates. Everything we do from this point on will impact adult learners as well.
- How do we simplify this for our constituents?
 - We will address our existing policy today and continue making updates over the next few months. We will communicate the changes as they occur and ensure that alignment between the programs is clear.
- Discussion ensued on the current Launch providers and courses currently offered. The committee knows that we will need to continue looking at the offerings to ensure they are aligned to the in-demand careers list.
- Discussion ensued regarding the possibilities that Launch could provide for students.
 - A single point of entry for this program is amazing, due to the work begin done to align with Scholarship Idaho.

Dr. Reberry presented the Launch Courses for today. See attached spreadsheet.

Discussion:

- Do the Cloud Computing courses align with a degree program?
 - These are certificated courses, but also for credit.
 - There are AWS courses available through the community colleges that also support this occupation.

Motion by Mr. Revier to deny the first 5 courses – Cloud Computing as presented. Second by Mr. Long. Motion carried.

Cyber Operations Certificate

Dr. Reberry and Ms. Secrist reviewed this course and pointed out the differences. This is for Cyber Security, a career field hiring a high number.

Motion by Ms. Rood Gilchrist to approve the Cyber Ops Certificate as presented. Second by Mr. Kealey.

Discussion:

- There are many alternatives for Cyber and this is a for credit program that would be eligible for other funding streams, outside of Launch, due to the for-credit status.

Substitute Motion by Ms. Revier to not approve the Cyber Ops courses due to the desire to be internally consistent. Motion seconded by Mr. Hudson. Motion carried.

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

Additional discussion:

- The committee discussed the differences between technical colleges and community colleges.
- Nothing at the four-year institutions is automatically a yes for Launch.
- Launch is intended to provide resources for students that would not otherwise be able to attend due to financial status.

Motion by Mr. Long to not allow additional for-credit courses during FY24 of Idaho Launch. Second by Ms. Revier. Motion passed.

Motion by Mr. Long to reconsider the reason for the ISU denial due to the new policy change. Second by Ms. Revier. Motion passed.

Due to this policy change, the Boise State and ISU courses are being denied due to being for-credit courses.

Advanced Emergency Medical Technician – Hybrid course for \$3,395.

- This course may not be a needed certification.
- The Committee reflected that they have never seen a job posting requiring an AEMT certification. Mr. Long stated that when he was firefighting in North Idaho, he had an AEMT on the team and the rest were all EMTs. The Committee noted that paramedic training would be an alternative next step in education and career development over an AEMT.

Motion by Mr. Long to deny the Advanced Emergency Medical Technician as presented. Second by Ms. Revier. Motion carried.

Price Increases:

Build the Best Institute Class A or B CDL Training and Construction Ready 10 Day Courses

Dr. Reberry shared the reasons for the price increase.

Ms. Barber motioned to approve the price increase. Ms. Revier seconded. Motion carried.

NIC Revit Architecture

Dr. Reberry shared the reason for the price increase. This is being used more on large scale construction jobs.

- Discussion ensued about this being a stand-alone course, but it is a very needed certification presently as industry wide they are moving away from CAD.

Ms. Revier motioned to approve the price increase. Mr. Long seconded. Motion carried.

New courses: Veterinary Assistant, Veterinary Assistant with Horse Care Manager, Veterinary Office Manager with CEI.

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

- Whatever we can do to help that veterinary front line, it is a valuable certification. Statewide there are 144 openings for veterinary assistants.

Ms. Revier motioned to approve the Veterinary courses. Mr. Long seconded. Ms. Barber abstained. Motion carried.

***Launch Provider Approvals**

Coding Clarified

- The Committee reviewed Coding Clarified and discussed the review process.
- Discussion ensued on the information provided.

EMT & Fire Training

- The Committee reviewed the application.
- The Committee requested that staff review policy and if it is not clear, that they would like to add to the policy that the provider must have a physical presence in Idaho.

ProWeld

- The Committee discussed this proposal at length. Ms. Secrist provided additional information that the provider sent her several hiring employer/industry partner letters.

MedCerts

- The Committee discussed this proposal.
- The Committee realized that MedCerts does not seem to have a physical presence in the state of Idaho. According to the website, it is based in Michigan.
- The Committee requests that staff reach out to MedCerts to confirm a physical presence in the state.

New Horizons Boise

- Does this provider's skill match an identified need?

Medical Career Academy

Ms. Rood Gilchrist is abstaining from scoring this provider.

- The Committee agreed that this in-person school provides needed training, but it is limited in its reach in that it is regional training.

Idaho CPR Plus

- This provider provides EMT Training.
- This trainer's certifications align to national industry standards.

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

North Idaho Dental

- The Committee discussed this application and the need for dental assistants.

Additional discussion ensued regarding the rubric used and how to adjust:

- The Committee feels that the provider's application should be a pass/fail.
 - Do they have a presence in Idaho?
 - Do they have a refund/withdrawal policy?
- We can't make determinations that could potentially constrict competition.
- Staff could do all the provider scoring based on this feedback and determine whether to bring their courses to the committee based on the course leading to a job on the in-demand career occupations list.
- Staff will help determine all Provider approvals going forward based on updates to the rubric which will include:
 - They are approved by the state as a Proprietary School,
 - They have a physical presence in the state.
- If we are going to make a proprietary provider status a prerequisite, we want to be certain that their standards align with our needs.
 - Wendi read Statute 33-403 reviewing the exemptions for Proprietary providers. The desire of the Committee is that the providers are approved under the State Board or another relevant agency, not exempt from registration.
- The committee discussed that alignment with industry standards, training is relevant, diverse, and is an in-demand career -- are the important elements.
- We would know if the training provider were meeting industry standards from submitting reference letters from Idaho Employers.
 - A minimum of three.

Per the Committee, staff will reach out to MedCerts to determine if they have a physical presence in Idaho. Staff will also let the applicants know of the need for industry recommendations in the form of three letters of recommendations from Idaho businesses stating they are looking to hire the provider's students when they receive their certification.

Policy Discussion:

Ms. Secrist shared that we have several policy changes and new policies to create in the coming months. Policies which need to be created include career pathways, extenuating circumstances, in demand careers, and non-completion or default on contract.

In-Demand Careers & SOC to CIP Demonstration

Ms. Morrow introduced the need to create an in-demand occupations list. This task belongs to the Policy Committee.

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

Mr. Shaul demonstrated the beta version of the Launch In-Demand Occupations.

- He explained the strengths and shortcomings of the system.
- The wages have been updated to be as current as possible. The annual openings data is a little older, however, as the available data is from 2020.
- Wages, positive growth rate, and total annual openings are the fields we are viewing.

Discussion for In-Demand Careers

The Committee discussed qualifications for In-Demand Careers. The Economists explained the current settings on the tool.

Ms. Morrow demonstrated the tool, adjusted settings, for the committee to get a clear picture of the data.

- Discussion ensued regarding the way the data was showing the in-demand careers. The committee looked at the data from different views.
- Does this list need to be ranked?
 - No, we are tasked with identifying the in-demand careers, but not in ranked order.
- Senate Bill 1167 indicates on page 3, line 4, "In-demand careers' means careers that have a high number of openings in Idaho or an expected high rate of growth in Idaho. In-demand careers are to be determined annually by the council based on job market data and shall be submitted annually in a report to the legislature by January 1."
- Could we align this with career clusters?
 - The committee discussed what this might look like.
- There are twenty-three SOC categories. We need to approve more than 23, but less than 600.
- The Committee reflected that we must have a methodology.

The Committee requested Ms. Morrow to break the career data into SOC major and minor categories so the data could be examined. They chose to start the conversation looking at a modest growth rate of only 5%, or with 100 openings annually.

The Committee looked at the major SOC categories first and then went deeper. They noticed that the minor categories are too granular, but all the occupations within the major categories would share the same basic schooling.

- The Committee noted that using broader categories is going to produce a much more beneficial outcome.
- The projected growth rate was increased to 10%. The Committee discussed the number of job openings, settling at 100 annually. Postings are important in those cases when the company is replacing their workforce.
- Are we ok with using either postings or growth rate to determine in-demand?
 - That aligns with the statute. Yes, that should work.

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

****Recommendation for Council for the In-Demand Careers***

Discussion:

- The Policy Committee could choose to recommend a growth rate of 10% OR 100 annual openings.
- The Committee charged staff and the Chair to fully model the methodology prior to the Council meeting to ensure that regionally important occupations are included.

Motion by Ms. Revier to propose to the Council that an In-Demand Career in Idaho is one with 10% growth or 100 openings as presented. Second by Mr. Puga. Motion carried.

Motion by Mr. Long to adjourn. Motion carried.
Adjourned at 4:03 PM