

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

Child Care Expansion Grant Review Meeting Minutes

Date: Friday, June 2, 2023
Time: 9:00 AM - 11:00 AM

Committee Members: Sarah Griffin, ~~Emily Allen~~, Anna Almerico, Renee Bade, Martin Balben, ~~Ben Davidson~~, ~~Lori McCann~~, Caroline Merritt

Staff: Wendi Secrist, Amanda Ames, Cassie Mansour, Rebecca Watson

Guests: Alyssa Romero with Lobby Idaho, Aubrie Hunt

Called to order at 9:03 AM.

Welcome

Roll Call – Quorum Met

Review Agenda – No changes to the agenda, hold on minutes approval until quorum is established.

Updates to the Child Care Process

Small Provider Mini-Bid Update

Ms. Secrist informed the Committee that we have received one bid this week, and the review committee has not had a chance to meet yet to score the bid. We will discuss this item at the July 7 meeting.

Review May 5, 2023 Meeting Minutes

Motion by Ms. Almerico to approve the May 5, 2023 Meeting Minutes as presented. Second by Mr. Balben. Motion carried.

Info Session for Applicants

Ms. Ames shared the plan for the Info Session next week. The Committee was encouraged to share the link and encourage potential applicants to join.

Staff has been contacted for real time Spanish language interpretation. Ms. Hay shared the plan to make that happen but shared the difficulties in providing a Spanish language recording.

Ms. Ames shared the draft agenda for the information session. She asked for suggestions from the Committee.

Discussion:

- The Committee encouraged Staff to review timeline and capacity, to help applicants determine what our expectations will be if they are awarded.
- The Committee reiterated how helpful this extra step should be in guiding applicants.

Updated Application & Rubric Review

Ms. Ames presented the updates to the application and rubric. She shared the challenges that staff have tried to address with the new application/letter of intent. They have updated the beginning of the application to reflect six eligibility questions.

Discussion regarding the Application:

- The Eligibility section should help a lot!
- The Committee noted that the expanded employer partnership section will be helpful!
- The Public Safety Child Care \$3 million set-aside has a potential applicant who is nearly ready to break ground on their project. A benefit of the letter of intent process would be that it would allow us to discern if there are more possible applicants; and if not, the Committee can expedite review of the application.
- The staff were encouraged to educate applicants on how to apply during the info session. We can post the PDF of the Grant application on the website but have clear language that this is not a fillable PDF, and that they must apply on Community Grants.
- The letter of intent would also allow us to identify previous applicants which are reapplying so they can be informed of the specific timeline to update their applications.

Discussion regarding the Rubric:

- The rubric highlights the new, clearer methodology for scoring high quality care.
- The Committee will utilize a separate rubric for after school programs.
- The same rubric will be used for small and large providers and then when awards are made, the Committee will compare like sizes.
- Scoring the hours of operation was discussed.
- The Committee discussed that many school districts are leaning toward a 4-day school week.
 - The 5th day could be an exemplary requirement, or a bonus point.
 - The potential needs for an after-school program would be before school, after school, summer care, and 5th day care.
- The Committee helped to flesh out the rubric's requirements for after school.

Committee Roundtable Discussion

- The Committee discussed future meetings scheduled.
- August 4th will be the first meeting where applications can be scored.
- Will the Committee want to prioritize prior applications which are being resubmitted?
 - No, the different deadlines are just to create a more manageable workflow.
- Should the staff accommodate multiple revisions again this time?
 - The Committee felt that staff could accommodate one round of revisions, but no more than that.

- The Committee will not be surprised if this time we receive \$70 million in requests for \$15 million in grant funding. They do not want the staff bogged down with multiple revisions.
- Maybe staff could offer "office hours" before everything is due so they can talk specifically about their application.
 - Could we accommodate a couple times a month set aside for an open zoom or in person meet up?
 - Staff could even provide evening sessions.
- Ms. Secrist shared that Micron's 120 seat child care broke ground this week.
- The Committee wonders if we will need to meet on July 7th?
 - As that is a holiday week, we might want to cancel due to vacations.
- The only thing we may need to discuss is the Small Provider solutions.
 - The Committee feels comfortable with the Review Committee making the recommendation to the Executive Committee.
 - If the mini-bid scores well, we will cancel the July 7th meeting.
- Ms. Watson will add the 3rd Friday of the month meeting back on the calendar starting August 18th so we will be meeting twice a month again.
- Ms. Hay is starting to conduct risk assessments with applicants.
- Do we have Spanish language accessibility for the whole application process?
 - We will have everything translated and accessible.
 - One of the key requirements for the mini-bid small provider is that they can serve Idaho's Spanish speaking population.

Ms. Almerico motioned to adjourn. The meeting adjourned at 10:10 AM.