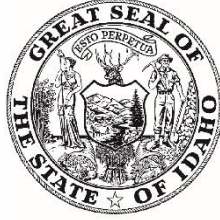


**BRAD LITTLE**  
GOVERNOR

**Wendi Secrist**  
Executive Director



**Deni Hoehne**  
Chair

**John Young**  
Vice Chair

## WORKFORCE DEVELOPMENT COUNCIL

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

### One-Stop Committee Meeting Minutes

**Date:** Tuesday, July 11, 2023

**Time:** 10:30 AM-12:00 PM

**One-Stop Committee Members:** ~~Jane Donnellan, Terry Butikofer, Beth Cunningham,~~ Korene Gonzalez, Admir Selimovic, Adrian San Miguel, Kristyn Carr (acting chair), ~~Amelia Valasek,~~ Kristin Matthews; Teresa Pitt, (proxy for Jane Donnellan); Janelle McDonald; Paige Bongiorno

**Guests:** Alyssa Romero, Lobby Idaho; Nicole Hohnstein, IDOL; Rico Barrera, IDOL; Korey Mereness, IDCTE; Danilo Cabrera, IDOL; Sarah Nash, IDOL

**Staff:** Wendi Secrist, Denise Hill, Matthew Thomsen, Rebecca Watson, Elaine Zabriskie

**Called to Order at 10:05 a.m.**

**Welcome**

**Roll Call** – Quorum Met

**Review Agenda** – No changes to the agenda

#### **\*Approve June 13, 2023 Meeting Minutes**

- Idaho Digital Accessibility Consortium name needs to be corrected.

**Motion by Ms. McDonald to approve with the correction noted above. Second by Mr. Selimovic. Motion carried.**

#### **Introduction of Elaine Zabriskie – WDC Website/One Stop Section**

Ms. Zabriskie introduced herself as a new member of the WDC team. She will be working with the committee on:

- WIOA State Plan
- WIOA Listening Sessions Point of Contact
- WIOA section of WDC Website with Sarah Nash

## **One-Stop Operator Update**

- New Committee Member – Job Corps Contractor
  - David Shakespeare, Center Director, Centennial Job Corps Center
- Reminder on EO Survey Reports due September 1, 2023
- Upcoming EO Training – Survey
  - Training in November will be in person and live streamed.
  - Survey for feedback
    - Front line managers and staff response please
    - Provide issues.
  - Micro trainings
- Cost Sharing Update
  - In process

## **EO Officer Update**

- Reviewed EO Officer duties and Cost Sharing budget
  - Follow up: Ms. McDonald will follow up with legal to verify that CCOI will be included in the cost sharing agreement.
  - Contract with the Governor’s office and the agency
    - Coming soon
    - Recipients of Federal funding impacted only.
    - Approved separately from infrastructure cost sharing.

## **WIOA State Plan Listening Sessions**

- Starting with economic development districts in Idaho
  - Region 2 CEDA completed by Zoom.
  - Region 6 ECIPDA tentative for August 2<sup>nd</sup>, 3 – 5 PM
  - Additional Regions to be scheduled.
    - Facilitators will be in person.
    - Attendance for committee and or partners in person or via Zoom

## **Eligible Training Provider Policy Updates**

Goal is to take updated ETP policy to Council in September.

- Define Performance Criteria at August Meeting
- Review and approval of edits within the procedure document
- Revisit continued eligibility.
- Revisit Appendix C, “Definitions”

**Unanimous Consent Motion to adjourn. Motion carried.**

***Adjourned at 12:00 PM***