



## WORKFORCE DEVELOPMENT COUNCIL

317 West Main Street, Boise, Idaho 83735-0510

### Workforce Development Training Fund Committee Meeting Minutes

**Date:** Feb 15, 2018  
**Time:** 3:00 p.m. – 4:00 p.m. (Mountain Time)  
**Location:** Idaho Department of Labor  
3 West Conference Room  
317 W. Main Street, Boise, ID 83702  
**Meeting Conducted By:** BJ Swanson, Committee Chairman

**Attendees:** BJ Swanson, Bert Glandon, Jake Reynolds, Joe Maloney, Marie Price, Christi Rood, Roy Valdez, Angela Robinson, Jessica Beaver-Nelson, Adrian San Miguel, Cheryl Foster, Linda Clark, Georgia Smith, Jason Hudson

**Staff:** Wendi Secrist, Paige Nielebeck, Carmela Ramirez, Jill Kleist

**Call to Order** at 2:55  
**Roll call** - Quorum Met

Additions to Agenda: No changes

#### Workforce Development Council's Role in Developing Policies

Ms. Secrist provided background on the Council's role in setting policy. For both state and federal funding programs, the Council needs to set the policy, but they should expect the staff of the agencies to develop the processes by which the policies are executed. The Council needs to set expectations that processes are simplified, streamlined and efficient; and if concerns are raised by partners in the workforce system, the Council should expect staff to identify solutions. The policy being reviewed today is one where both policy and process issues have been raised. We will need to take a dual approach (policy and process) as we work to finalize it.

#### Overview of Eligible Training Provider Policy & Concerns Raised at October 2017 WDC Meeting

An eligible training provider list is the official list of training programs, located in Idaho, eligible to provide training to individuals who qualify for under Title I-B of the Workforce Innovation and Opportunity Act (WIOA).



## WORKFORCE DEVELOPMENT COUNCIL

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Training programs that are part of the list must meet minimum performance standards for employment, earnings and completion rates to remain ETP-eligible from year to year.

We need to have a policy of how we add providers to the list, review their eligibility every two years, and remove providers from the list, if needed. Right now, we are at a spot where the first data sets are coming in, but we are not required to use the performance data in until we have 2 years of data.

- There are some gray areas of who is on the list. Registered Apprenticeship programs are automatically eligible for this list. It is the sponsor, not the training provider, who must request to be put on the list.

At the October 2017 WDC meeting, a policy update was presented to the Council that raised concerns from education institutions and joint apprenticeship training centers. Idaho's shift to comply with WIOA regulations on eligible training providers has been difficult for all sides. New data collection and transfer systems have needed to be developed and the institutions and state agencies have not yet fully made it through a reporting cycle. In addition, the information required from the eligible training providers is significant and there hasn't been dedicated staff in the agencies to support them. A new system is in place to collect the data, but there have been challenges using it.

### Eligible Training Provider Policy Components

- WIOA has an absolute deadline in 2 years that we must be using performance data. It is encouraged that we gather the data and use the metrics before the deadline. However, we can use alternate criteria until the data is available.
- **Chairman Swanson** asked whether the gathering of this information a burden on this training provider? With all the data that the State Board and IDOL has, can it be tracked and then shared with the eligible training provider?
  - **Ms. Secrist:** We've designed a way to do this but it is complicated with a lot of data transfers back and forth between the State Board, IDOL and the institution.
  - **Ms. Beaver-Nelson:** Filling out the application seems to be more burdensome than getting the data.
  - **Ms. Rood:** If we could narrow the list down so that we aren't having to complete the application and report the data on every single program, that would make it easier.

### Eligible Training Provider Process Concerns

There are a lot of disconnect and inconsistencies with collecting data. IDOL can only make data matches using Social Security numbers. Parents are not wanting to disclose Social Security numbers to school districts and institutions don't typically request SSNs.

It should not be the job of the institutions to track where their students have gone (where are they working, wages, etc.). We have no way to tell when students are completing the program, are getting a job after the program, or what wages they are earning.

C.L. "BUTCH" OTTER  
GOVERNOR



Trent Clark  
*Chair*

B. J. Swanson  
*Vice Chair*

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**Ms. Foster:** There is a way the Council can direct the training investments. As a local workforce board, they can contract directly with a higher education provider to provide training outside the ETP. However, there is also a requirement in WIOA for consumer choice. The focus of WIOA is the harder to serve individuals so there are often additional barriers that need to be overcome before they enter regular training.

**Chairman Swanson:** Are there states that are doing this in a more manageable manner?

**Jessica Beaver-Nelson:** There are a few other states that may be doing this in a better manner on the application side. From a data reporting perspective, the answer is no. The performance report will actually be completed by the state, rather than requiring it of each provider, so as long as we can get the data transferred successfully, we will be more efficient than other states.

**Mr. Hudson:** Is there a procedure to challenge a training provider on the training list?

**Ms. Ramirez:** An anonymous phone call would trigger a review.

**Ms. Foster:** It is the responsibility of IDOL to monitor these programs and ensure they are in compliance. The performance reporting should show this.

Chairman Swanson: Can we limit the number of occupations we are training for, could we look at doing more of a direct approach where we are contracting with specific providers for training?

**Ms. Secrist:** We have a list of the training programs that people used a WIOA voucher to access that were on the in-demand occupation list. Another list contains training programs that people used a WIOA voucher to access that were not on the in-demand occupation list. Staff from state agencies and education institutions could propose a methodology to narrow the occupations to better align with Idaho's sector strategies and priorities.

### Future Workforce Development Training Fund Committee Action Items

Ms. Secrist shared that once the ETP policy is finalized, this committee will start a complete review of the Workforce Development Training Fund policies and procedures. That process will include stakeholder conversations with agencies, education and employers.

Meet again a month from now. Meet via conference call on March 14 @ 2:00 p.m. (MT)

### Adjourn at 4:03

Motion by Linda Clark. Motion carried.