



## WORKFORCE DEVELOPMENT COUNCIL

317 West Main Street, Boise, Idaho 83735-0510

### Workforce Development Training Fund Committee Meeting Minutes

**Date:** Wednesday, March 14, 2018  
**Time:** 2:00 p.m. – 3:00 p.m. (Mountain Time)  
**Location:** Teleconference  
Call In: 1-720-279-0026  
Guest Passcode: 470642  
Screen Presentation:  
<https://stateofidahowpm.centurylinkccc.com/CenturylinkWeb/WendiSecrist>

**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, Jill Kleist

**Call to Order** at 2:02

**Additions to Agenda**

- Today we will not be approving the February 15 meeting minutes as they were not sent out in advance. These minutes will be approved at the next meeting.

**Roll call** - Quorum Met

**Methodology to Align Eligible Training Provider List to In-Demand Occupations within Idaho's Priority Industry Sectors**

During Feb discussion, one of the goals was to try and target the list to the occupations we want to support training in. We started with a list of 362 occupations. We then filtered the list according to the criteria below.

1. Tied to Priority Industry Cluster– 220 occupations remained
2. Education needed for entry, removed Doctorate, Master's, and Bachelor's Degrees – 108 occupations remained
3. Eliminated under \$10 an hour occupations – 105 occupations remained



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We are in the process of getting the actual numbers of vacancies by region to look at local demand. We want to ensure jobs will be available in all areas of the state-or make regional adjustments as needed. Every July this committee would need to look at the updated data, apply the methodology, and then adjust the list accordingly.

- CNA is not on the list because of low wages.
  - We need to look at the career pathway. CNA is the first step and if we eliminate that step we are creating an artificial barrier into healthcare. If you get into some of the more urban areas they are paying over \$10 an hour. More rural areas are struggling to pay their CNA's above \$10 an hour.
- If we do an annual review of the list, it gives the council the flexibility to prioritize and to look rural vs the urban. We still do want to be wise with how we invest our funds.

### Refine ETP Policy

The tables below identify a number of decision points. The discussion will help draft the actual policy for the committee to review.

### Initial Eligibility:

Policy	Notes
<b>WIOA Minimum Requirements</b>	
Minimum data elements required by WIOA for institutions and training programs.	Data elements will be collected in IdahoWorks for the application and the other items are mailed into IDOL. IDOL staff review against policy and make decision to add to list or not.
State Board of Education registration and refund policy.	
Data sharing agreement for performance reporting.	
Assurances and a desk review that Equal Opportunity compliance is in place.	
<b>Idaho's Additional/Alternate Criteria</b>	
Tie to credential or measurable skills gain towards credential or employment. (not optional but Idaho can refine)	Idaho risks being sanctioned if training isn't tied to a credential or measurable skills gain. The Council could establish additional guidance for these items that would help in reporting outcomes. The Workforce Training Network is asked to provide a draft for the committee.
Clarification on occupational skills training	IDOL requested this to differentiate the type of training that should be on the ETP



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Tie to Idaho in-demand occupations and \$10/hour minimum wage.	IDOL can update in-demand occupations every 2 years for projections and annually for wages. See previous notes on methodology.
Definition of "High-Quality" program	IDOL, CTE and State Board of Education staff developed this guideline to ensure that low quality training providers would not be added to the list.
Exceptions for Public Postsecondary Institutions	The State Board of Education collects the data needed for performance reporting from the public institutions for credit programs. A decision was made to automatically add them as requested by WIOA participants.
Reaffirm that Registered Apprenticeship (RA) programs are automatically added to the list in the Initial and Continuing Criteria section.	RA providers are exempt from most of the requirements in this policy – there are 5 data elements they need to submit to be added to the list. Beyond that, they are encouraged to add their program to IdahoWorks and report on performance but it is not mandatory that they do so.
Exceptions for Out-of-State Providers	Performance reporting becomes very complicated if Idaho allows out-of-state providers on the ETPL. An option is available to only allow providers who are on the ETPL in the state where they are headquartered. Idaho, through a reciprocity agreement, can then comply with performance reporting.

### Additional Discussion

- Is web based training considered in this process?
  - The team that developed the transitional policy worked hard with State Board to define high quality. Online/Web-based training is not immediately included or excluded. There are other factors like accreditation and appropriate tools to meet instructional needs that are considered to ensure the training is high-quality.

### Continued Eligibility

Policy	Notes
<b>WIOA Minimum Requirements</b>	
Providers need to continue to meet all initial eligibility requirements.	IDOL will send notification 90 days before expiration to have provider affirm all information in IdahoWorks is accurate.



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Providers meet the performance thresholds.	Once two years of performance data are available for providers the Council will need to establish minimum performance standards for each of these measures. Until then (estimated January 2020), Idaho needs to use alternate criteria.
<b>Idaho's Additional/Alternate Criteria</b>	
Providers need to be assessed against alternate criteria for measuring performance.	IDOL will check against alternate criteria to verify provider should be retained on the ETP.
Reaffirm that Registered Apprenticeship (RA) programs are automatically added to the list in the Initial and Continuing Criteria section.	RA providers are exempt from most of the requirements in this policy – there are 5 data elements they need to submit to be added to the list. Beyond that, they are encouraged to add their program to IdahoWorks and report on performance but it is not mandatory that they do so.

### Performance Criteria for Continued Eligibility

Policy	Notes
<b>WIOA Minimum Requirements</b>	
<ul style="list-style-type: none"><li>Unsubsidized employment during the second quarter after exit</li><li>Unsubsidized employment during the fourth quarter after exit</li><li>Median earnings</li><li>Credentials attainment</li></ul>	Once two years of performance data are available for providers the Council will need to establish minimum performance standards for each of these measures. Until then (estimated January 2020), Idaho needs to use alternate criteria.
<b>Idaho's Additional/Alternate Criteria</b>	
Providers need to be assessed against alternate criteria for measuring performance. Staff recommends: <ul style="list-style-type: none"><li>Performance data is submitted in accordance with the deadlines set by IDOL.</li><li>The provider does not have any EO complaints that have not been resolved satisfactorily.</li><li>The providers' registration with the Idaho State Board of Education is valid.</li></ul>	IDOL will check against alternate criteria to verify provider should be retained on the ETP.



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<ul style="list-style-type: none"><li>The occupations the provider is requesting remain on the list continue to meet the in-demand and minimum wage thresholds.</li></ul>	
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Additionally, the policy should address:

- Dissemination of the Eligible Training Provider List
- Reciprocity between the state for the purpose of including providers on the Eligible Training Provider List

### Next Steps: WDTF Policy Review – Stakeholder Input

The next step is to start looking at the policies and procedures around the Workforce Development Training Fund and get stakeholder input.

- Questions we hope to have answered by talking to the stakeholders:
  - Are the policies efficient and effective? Are they getting us to the outcomes we desire?
  - Do we have the right programs in place?
  - It is important to get feedback from the people who are out there in these programs and doing this work. We plan to include employers, education, regional business specialists, community organizations who received micro grants, etc.

The Committee will meet again in April to review and approve the ETP Policy that is created from this discussion.

**Adjourn at 2:48 p.m.**