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WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

Grant Review Committee Meeting Minutes – June 7, 2018

Attendees: ~~Bobbi Jo Meuleman~~, Melinda Smyser, Deni Hoehne, Jay Larsen, Ken Wiesmore, ~~Michelle Stennett~~, Steve Widmyer

Staff: Wendi Secrist, Paige Nielebeck, William Burt, Caty Solace, Matt Thomsen, Georgia Smith

Called to order at 4:00 PM

Welcome

Ms. Secrist and Ms. Hoehne welcomed the new Grant Review Committee members and briefly went over the purpose of the Grant Review Committee.

Currently there is \$5,386,101.30 of unallocated funds in the WDTF. In the future, a standing agenda item to review the Workforce Development Training Fund balance will be included.

Committee members are requesting more time to be able to review the grant summaries. We will need to have a discussion on whether we schedule monthly reoccurring meetings or stay on an ad hoc basis. The WDC staff will provide the grant summaries 3 days in advance of the meetings.

Review Agenda - no additions to the agenda

Roll Call - quorum met

Approve May 8, 2018 Meeting Minutes

Motion by Ms. Smyser to approve the May 8, 2018 as written. Second by Mr. Larsen. Motion carried.

Employer Grant – Premier Technology

Summary

Premier Technology, Inc. is a vertically integrated engineering, manufacturing, fabrication and construction company serving the following industries- Food and Beverage, Nuclear, Mining, Federal and Commercial services, with innovative design, engineering, custom metal fabrication, system integration, and field installation support.

Their growing workforce needs are urgent as the company is currently projecting to double in size over the next 2 ½ years. The company currently has 250 employees and plans to add over 150 welders to their staff in addition to other production and professional employees. The total full-time positions to be

created in Idaho is 262. As the numbers indicate, they are in need of qualified welders the most, but the huge shortage of welders in their area makes it difficult to fill the many open positions. Their products require high tolerances, with various materials, which require skilled welders.

Locally, Idaho State University graduates 15-20 welders each year and College of Eastern Idaho graduates 10. They were able to visit and present to both graduating classes trying to recruit. Of those 25-30 students, they were able to hire 3, while the rest of the students went on to other opportunities. Even if they were able to hire all of the graduating students, they would still not be able to fill the open positions we have. According to the company, "If you look at the Occupational Employment Statistics from the Department of Labor, the location quotient for Metal and Plastic Production Workers in Idaho is 0.77, significantly below the overall US average. We definitely see this shortage as we try to hire more welders. While our need is great, we are not the only company looking for welders, which makes the current pool quite small."

Premier has a continuous job posting for welders. In the last 6 months they have interviewed and weld-tested 34 applicants. Of those 34-weld tested only 21 have passed and were hired as welders. They hired 4 that did not pass the weld test, as laborers, and plan to train them in the skills they need. Of the 21 that did pass, 13 were hired at a Level I and only 8 at a Level II. All of the Level I & II Welders will need additional training, which is the training most requested by volume in the grant. As you can see, at this rate, they will not meet their goal of over 150 employees in 2 ½ years. Therefore, they would like to be able to bring on more unskilled laborers and train them as welders.

According to the Occupational Employment Statistics from the Department of Labor, the average starting wage for Welders in Idaho is \$14.18 (25% Percentile), Premier has increased its minimum starting wage for an entry-level Welder to \$16.00 per hour and increased its maximum cap up to \$35.00 per hour to better compete in the marketplace and retain current employees. The majority of the planned training will be for employees in the welding field, but there are also a significant number of other positions they will be hiring for to support their growth. These positions include Quality Inspectors, Machinists, Electricians, Project Managers, Engineers, Drafters and Designers. These will all need training as they transition and obtain competencies required to work for Premier. Bingham County has one of the lowest unemployment rates in the State of Idaho as shown on the map below. Because of this, it is difficult to obtain and retain skilled labor.

They are requesting a total amount of \$581,440.

Discussion

Is there a requirement for match? They are asking for 100% of this training.

- For Employer grants there is not criteria that they match. We could consider their \$15 million expansion as their match, but it is the decision of the Committee to decide if they want to recommend funding the whole amount.

Is the painter training specialized for large industrial projects?

- Yes, these painters will be painting pieces of equipment that go to their customers. This type of painting requires training.

Does the Blackfoot area have high school CTE programs for Welding?

- Blackfoot HS does have a welding program that is connected to Premier Technology.
- Pocatello HS, Gateway Tech Center, Idaho Falls, and D-93 all have welding programs as well.

- Premier Technology have also been working with ISU and CEI to recruit welders out of their programs.
- Premier is asking for funding for mostly unskilled labor. They are looking for people who have no training and they are willing to train them to do the job.

Why are the HR people included in their trainees?

- Some applicants are including everything in their training plan whether it would be funded by the WDTF or not. In the future the application will be clarified to address this.

Motion by Mr. Wiesmore to recommend the Premier Technology Employer Grant at its full amount. Second by Mr. Widmyer. Motion carried.

Sector Grant - Plant Therapy

Summary

Founded in 2011, Plant Therapy is a leading supplier and distributor of essential oils and accessories. Based in Twin Falls, Idaho, they provide the absolute highest-quality essential oils and are committed to educating their customers on their uses, safety and efficacy. Their products include organic essential oils, carrier oils, blends, KidSafe Synergies and pre-diluted roll-ons as well as accessories such as diffusers, books and natural body care. In 2016, Plant Therapy was recognized as the fastest growing company in Idaho and the 31st fastest growing in the US. Plant Therapy has grown nearly 8,000% from 2011 to 2015! Growth continued in 2016 and 2017, more than doubling during that time. Their need for employees has increased with their growth. The company is expanding into a new location, a 35,000 sq foot facility, in Twin Falls, in August 2018. Twin Falls County has one of the lowest unemployment rates in the State of Idaho as shown on the map below. Because of this, it is difficult to obtain and retain skilled labor.

The company currently has 58 employees and will be hiring 102 new positions. 160 employees will receive training under this plan.

The training plan includes many nationally recognized certifications which will provide upward mobility and transferability for employees such as:

- Forklift Operator Training “Train the Trainer”
- Six Sigma Belt Training (Green, White and Yellow)
 - Six Sigma is a set of techniques and tools for process improvement designed to improve business processes by greatly reducing the probability that an error or defect will occur.
- 5S System Training
- Aromatherapy Certification Program (ACP)
- Transforming Customer Complaints into Opportunities - Training workshop (Dale Carnegie Training)
- Continuous Improvement Training
- Leadership Training, Team Building and CPR/First Aid/AED (College of Southern Idaho),
- Project Management Professional (PMP)
- Executive MBA program (BYU)- (The program is designed to provide broad management training with a curriculum that supplements hands-on work experience and the opportunity to immediately apply and test management theories and newly acquired skill)

They are requesting a total amount of \$169,480.

Discussion

Concerns were raised about the transferability of the skills. OSHA training is a requirement and cost of doing business – should the WDTF pay for that type of training? Is there market beyond this company for aromatherapy training?

From the standpoint of consistency, the Grant Review Committee should make a recommendation to the Policy Committee to clarify if the WDTF should pay for training that may be considered the cost of doing business (first aid, OSHA, etc.) or if the business needs to pay for these items.

Is the aromatherapy training out-of-state?

- It appears from the application that the training is online.

Motion by Mr. Larsen to direct staff to request additional information about the aromatherapy training, the transferability of skills, and delivery mechanism. Second by Ms. Smyser. Motion carried.

Sector Grant – Idaho State University

Summary

Idaho Department of Labor, has been assisting the Surveying and Geomatics Engineering Technology program at Idaho State University (ISU) in identifying skill gaps and training options for a critical technician workforce in Idaho: individuals who will assist Professional Land Surveyors in carrying out their work. ISU and the Public Land Surveyor community have met on numerous occasions with Mr. Crowell to discuss the extent of the challenge facing the land surveying community in Idaho, including the need to provide further education and training for non-credentialed technicians currently working in the field. A related concern is the need to "grow our own" licensed surveyors to replace an aging land surveyor population in Idaho. ISU's Surveying and Geomatics Engineering Technology program is the only ABET-accredited program in Idaho to offer these courses. It is one of the few accredited four-year programs in the Pacific Northwest.

Surveying is one of the oldest known professions. Surveyors work with civil engineers, architects, attorneys, planning commissions, etc. Surveying encompasses Astronomy, Photogrammetry, Boundaries and Legal Descriptions, Construction and Route surveying and the Public Land Survey System. Surveyors play an integral role in developing society's infrastructure by establishing land boundaries, subdivision design, construction layout of roads highways, dams, utilities, topographic and aerial mapping and monitoring the earth's crustal movement and deformation.

Idaho is a large and very sparsely populated state with ISU located in its southeast corner. In addition to teaching on-campus, ISU has a history of delivering distance-learning courses via live audio/visual platform to remote locations. With the phenomenal growth Idaho is experiencing, in both population and economy, this statewide workforce demand is critical.

With the help of this award, ISU will transition the Surveying and Geomatics Engineering Technology program into delivery of a fully online curriculum in addition to the option to take courses face-to-face on campus. The initial recruiting strategy will be to reach out to incumbent workers in Idaho already working under a Professional Land Surveyor. The course content, theory, and assessment will be developed and delivered by the full-time program faculty and arrangements will be made for the laboratory component of courses to be overseen by a Mentor who is a Professional Land Surveyor. After the first year of online course delivery, necessary modifications and improvements will be made to the online curriculum and steps will be taken to promote this program regionally and nationally.

Even though the program faculty are currently off their nine-month academic year contracts and not being paid, all faculty are currently participating in professional development through completion of the eight-week "Teaching Online with Moodie" workshop offered through ISU's Instructional Technology Resource Center. This training will help ensure that courses faculty develop will be of high quality and the nationally-recognized Quality Matters rubric will be used as the standard for quality assurance. At no cost to the project, instructional designers/technologists will help program faculty to create and develop the online course content for the proposed project. All courses will undergo a comprehensive quality assurance check, which includes a student evaluation to assess ease of navigation and clarity of information; an accessibility review; and a review of the essential standards of the Quality Matters rubric before they are made available.

Grant funds will be used to develop instructional materials, assessments, and learning activities to deliver the courses in a fully online format. In addition, funds will be allocated for recruiting to build up the numbers of students in this program to ensure that it will continue to produce surveying graduates not only in Idaho but also throughout the country in order to address the shortage of trained survey technicians and licensed surveyors.

An award will help the program to update the technologies necessary for the creation of multimedia instructional materials such as instructor lectures and demonstrations. While the course materials and assessments will be fully available and delivered online through the Moodie learning management system, there is still a need to have live face-to-face interactions between faculty, staff, and students at times. The face-to-face sessions will include special speaker workshops, problem solving sessions, and demonstrations of surveying technology, equipment, and software.

This award will be used to promote and market this program. The Idaho Society of Professional Land Surveyors has contributed a substantial amount of money (\$40,000) for the specific purpose of promoting this outreach program and recruiting people into the surveying profession. Marketing and recruiting will be done through various media outlets along with faculty travel to the Society's nine regional section chapters.

This award will give an unprecedented learning opportunity for incumbent workers who cannot relocate or physically attend classes on campus. The ability to complete this program through online delivery will increase the likelihood that students will enroll in the program to receive their education in this essential field. The provision of a professional land surveyor as a mentor is very appealing to both employers as well as students. This online program will make it possible for an incumbent worker/student to be able to continue working while receiving an education in surveying and the employer will benefit from the advancement of knowledge and technical expertise of the employee while he/she continues to work while taking courses. In the end, everyone benefits with new surveyors being added to the ranks of survey technicians and professional surveyors.

This proposal primarily targets incumbent technical workers in land surveying, most who fall within the SOC 17 - 3031. The project will help incumbent workers who wish to advance their careers through online education and training that prepares them for national certification through the National Society of Professional Surveyors. A Fall 2017 Qualtrics survey sent by ISU to all land surveyors in Idaho indicates that there is 1) great interest in online surveying education and training for technical workers, and that 2) technician wages will increase with additional certification(s), two-year and four-year degrees and ultimately professional licensure.

The relatively small workforce of land surveying technicians (an estimated 260 employees in SOC 17 - 3031 in Idaho, according to Idaho Department of Labor) is nonetheless critically important to the growth and development of the Idaho economy. This workforce is employed primarily with small businesses

dispersed across the state of Idaho, with concentrations of workers in southwestern Idaho and the panhandle, and to a lesser extent in southern and southeastern Idaho.

The proposal provides a career pathway for technical workers to further develop and certify their skills and abilities through the National Society of Professional Surveyors - Certified Survey Technicians examinations.

The project will serve a minimum of 32 incumbent technical workers who desire the national certification offered through National Society of Professional Surveyors Certified Survey Technician national examinations. At least 16 will complete the entire series during the grant period. The remainder will complete one year of the program during the grant period, and will be on track to finish the courses and take the certification exam.

The following types of individuals will be encouraged to complete the eight-course sequence:

- Non-degree seeking technical workers seeking national certification
- Incumbent workers seeking an Associate's Degree {Emphasis in Land
- Individuals seeking a Bachelor's Degree in Surveying/Geomatics

This technician - focused DOL Industry Sector Grant project will be an initial catalyst to help reach ISU's ultimate goals designed to meet the statewide workforce development needs of the professional surveying community.

As part of the Surveying and Geomatics Engineering Technology Outreach Project proposal development, ISU and the consortium surveyed Idaho Professional Licensed Surveyors who either work for an engineering company or own their own businesses, or work for governmental organizations such as the Bureau of Land Management. Many Professional Land Surveyors oversee survey helpers, instrument persons, and crew chiefs (SOC 17-3031). These incumbent workers perform under the supervision of a Professional Land Surveyor. Over 72% of survey respondents (representing 53 firms) indicated that they have current employees who would like to advance their education in surveying if they could do so while keeping their job. Survey data show that an estimated 110 current employees would be interested in obtaining a national certification as a Survey Technician. Looking ahead, 90+ of these incumbent workers might be interested in pursuing licensure as a PLS. In a strong show of statewide support for this project, over 78% of PLS respondents said they would serve as a mentor for individuals completing the online courses.

Follow-up contact with the land survey community in May 2018 confirmed that a minimum of 32 prospective participants currently work for 21 employers (this list includes two consortium partners who have also provided match money for the project).

The land surveying profession in Idaho has been impacted by the retirement of surveyors and an increasing need for professional land surveyors and technicians. To assist with a growing state economy Idaho sorely needs trained professionals to work in: public and private construction projects, land development, subdivision design and layout, boundary surveys, highway route surveying, design surveys, bathymetric surveys, etc. This current application addresses one specific part of the overall workforce development challenge facing the land surveying community, and that is: meeting the education and training needs of non-licensed incumbent persons which will lead to national certification and career/wage advancement. Their biggest challenge is that they work full time in their respective jobs across the state -- relocation to ISU's Pocatello campus to take classes is simply not practical.

ISU's program will offer eight surveying courses to incumbent workers through a blended delivery system - essentially taking the courses to the students! ISU will deliver the didactic (lecture) portion through an accessible online learning management system. Where the student lives in the

They are requesting a total amount of \$159,595.50.

Discussion

Training funds would be used for the development of 8 online courses. Most of the partner match would go towards marketing and outreach. Similar online training already exists so why are the 33 people who were interested in the training not taking advantage of those options? ISU will not only be receiving the funds from the grant to develop the courses, but then they will receive full tuition from the students.

Is this a duplication of services?

- The committee can request that ISU do a market analysis to show who else offers this kind of training and why ISU's proposal is a better option.

Because ISU is a university, it charges higher tuition rates than the other community/technical colleges. Is that correct?

- Yes, that is correct. Even though this program is out of the college of technology, the students are charged the university rate. ISU is working on this issue and Chairman Clark is part of those discussions.

Motion by Mr. Widmyer to direct staff to gather additional information on this program. Second by Mr. Wiesmore. Motion carried.

Adjourned at 5:05

Motion by Mr. Wiesmore to adjourn. Second by Mr. Larsen. Motion carried.