



## WORKFORCE DEVELOPMENT COUNCIL

317 West Main Street, Boise, Idaho 83735-0510

### Workforce Development Policy Committee Meeting Minutes

**Date:** Tuesday, October 16, 2018  
**Time:** 9:30 am – 10:30 am (Mountain Time)  
**Location:** Teleconference  
Call In: 1-720-279-0026  
Guest Passcode: 470642

**Meeting Conducted By:** B.J. Swanson, Committee Chairman

**Council Members:** B.J. Swanson, Joe Maloney, John Smith, Kelly Kolb, Lori Wolff, Scott Syme, Todd Schwarz

**Committee Members:** Christi Reed, Jake Reynolds, Roy Valdez, Marie Price

**Guests:** Georgia Smith, Jason Hudson

**Staff:** Wendi Secrist, Paige Nielebeck, Matthew Thomsen, William Burt

**Call to Order at 9:38 am**

**Roll Call – quorum not met**

**\*Approve Minutes from September 18, 2018 Meeting** -since a quorum was not met this item will be moved to the next meeting.

**\*Finalize Recommendation on WDTF Policy Updates**

There are a few items in the document that are still highlighted or in red. The goals have been reordered to focus on the items that are broader talent pipeline development strategies. The industry sector grants are listed first in the document since they are the ones that the Committee has expressed placing priority on.

**Industry Sector Grants:**

Based on the input from the Committee, the language in the "Fund Availability" section has been changed to say "should provide a cost effective, reasonable, training solution to the needs identified by the industry partners."

A questions was asked about the list of evaluation factors. There is concern that these points are too broad.



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- We are working to keep the process and policy separate. The policy states that these items will be evaluated but a scoring matrix would show how.
- Ms. Secrist shared a grant scoring variables document that gives more details on these items. Once policy is adopted work can begin on the scoring matrix. Please see attached document.

Why is the industry grant term 3 years and the employer only 2 years?

- This is a recommendation made by the Policy Committee at the August 20 meeting. The reasoning is to give the grantees start-up time. These grants take a while to complete.

The words "industry sector grants" were struck in the "past performance" bullet to indicate that if an applicant had any other type of WDTF Grant it would be taken into consideration when their application is being reviewed.

### **Innovations Grants:**

There were no requested changes to this program. Ms. Secrist went over a grant scoring variable for the innovation grants.

### **Employer Grants:**

A question was asked how "preference" (under Eligibility, second bullet) would be measured and whether it would apply to new and existing jobs. The quantitative funding model would be adapted to index the county average wage instead of a flat wage range when scoring the application. The score determines the amount available per job. It has been requested to have some examples of how this would change the scoring available at the Full Council presentation.

The employer health benefits plan section has been broken up into bullet points to make it easier to read. Would it be possible to add something in about a deductible? The definition could be adapted to include a maximum limit for the deductible. In the application we could ask employers what their deductible is for their health benefits. Data could be collected over the next year to see if a policy change on deductibles needs to be added to policy.

A few wording changes were made to the fund availability portion. Please see attached document.

A few wording changes were made to the applications portion. Please see attached document. The language that requires the applicant to match the training courses to specific positions is being removed. This data is not being used after the application has been submitted. The language also now states that they must submit an outline of learning outcomes and how the effectiveness of the training will be measured.

A list of non-reimbursable expenditures has been created (no language was changed, these items were embedded in a paragraph previously).



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A question was asked whether a one-year extension would still be available. The Executive Director has the authority (per operating policies/procedures) to extend contracts for up to one-year based on sound business rationale. Noting the availability of extensions in the policy has posed some issues with extending the time the funding is obligated.

The Policy Committee will be asked to meet prior to the Council Meeting to take a vote on the recommendations and move forward to the Full Council.

### **Review Presentation on WDTF Policy Updates for 10/24 Council Meeting**

Ms. Secrist went over the PowerPoint that will be presented to the Full Council on October 24. Please see attached presentation.

What is intellectual property?

- This only goes into the Sector and Innovation Grants. Right now, in the contracts, there is a clause that talks about intellectual property. If they are going to develop curriculum or a new program, we want to be able to reserve the right to share that with another part of the state. Most of the grantees so far have been public institutions or community groups that are more than happy to share their resources. This just enables us to have access to any curriculum that is created if the grantee is not willing to share it.

The Outreach Committee is going to be presenting their recommendation before the Policy Committee. B.J. will present on the goals and the major topics of discussion. Mr. Smith has agreed to present the specific changes for each of the grant programs.

Ms. Nielebeck will send out an e-mail to the Policy Committee members to let them know that the Committee will be meeting at 8:00 am on October 24 before the Full Council Meeting.

**Adjourned at 10:22**