

C.L. "BUTCH" OTTER
GOVERNOR



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WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

Grant Review Committee Meeting Minutes - January 2, 2018

Attendees: Bobbi-Jo Meuleman, Melinda Smyser, Deni Hoehne, Jay Larsen
Staff: Wendi Secrist, Carmela Ramirez

Workforce Development Training Fund Guidelines and Scoring

Carmela shared the guidelines established by the Council's Workforce Development Training Fund (WDTF) committee. She also provided an overview of the Quantitative Funding Model (QFM) used to provide a non-subjective score and recommends the funding amount (per trainee) based on the following five metrics:

1. Wages, plus Education & Training Categories (weighted at 60%)
2. Economic Impact Multiplier (weighted at 10%)
3. Unemployment Insurance Experience (weighted at 5%)
4. County Unemployment Rate (weighted at 5%)
5. Occupation Concentration and Transferability (weighted at 20%)

House of Design Application

Carmela reviewed the summary from the House of Design. Based on the QFM score, it recommended up to \$3,500 per position. The House of Design will be training a total of 34 employees and requested \$98,983.56; approximately \$2,900 per position. Bobbi-Jo Meuleman made a motion to recommend approval of the request for \$98,983.56 to train 34 employees as outlined in the application. Melinda Smyser seconded the recommendation. The committee unanimously passed the recommendation.

Pipl, Inc. Application

Carmela reviewed the summary from Pipl, Inc. Based on the QFM score, it recommended \$2,500 per position for internal structured on-the-job training. Pipl, Inc. will be training 250 employees and their training costs exceed \$2,500 per person – in addition, individuals will have to travel to Israel for the proprietary training. Based on the WDTF Guidelines, No. 11 for the Training Plan, staff recommends a stipulation that the company provide a detailed structured on-the-job training curriculum for each cohort along with the assessments that will be used to determine mastery of the content.

Melinda Smyser made a motion to recommend approval of \$625,000 for direct training costs, excluding travel, with the stipulation that the company provide a detailed structured on-the-job training curriculum for each cohort along with the assessments that will be used to determine mastery of the content. Bobbi-Jo Meuleman seconded the motion. The committee unanimously passed the recommendation.

Next Steps

Wendi Secrist shared that the committee's recommendations will be forwarded to the Executive Committee on January 11, 2018 for approval. Carmela explained that she will hold a contract kick-off meeting with each company to ensure that expectations are understood.