

**BRAD LITTLE**  
GOVERNOR

**Wendi Secrist**  
Executive Director



**Trent Clark**  
Chair

**B. J. Swanson**  
Vice Chair

## **WORKFORCE DEVELOPMENT COUNCIL**

317 West Main Street, Boise, Idaho 83735-0510

### **Workforce Development Policy Committee Meeting Minutes**

**Date:** Tuesday, October 15, 2019  
**Time:** 2:00 pm – 3:00 pm (Mountain Time)

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

**Committee Members:** BJ Swanson, Kelly Kolb, Jason Hudson, ~~Tom Schultz~~, ~~Jake Reynolds~~, ~~Christi Reed~~, ~~Todd Schwarz~~, ~~John Smith~~, Scott Syme, ~~Lori Wolff~~

**Staff:** Paige Nielebeck, Wendi Secrist, Caty Solace, Amanda Ames

**Guests:**

**Call to Order at 2:01 pm**

**Roll Call – quorum not met**

**Review Agenda – no changes to the agenda**

**Approve September 17, 2019 Meeting Minutes**

Moved to the next meeting.

**WDC Policy for Legislative Initiatives – Review Draft**

Ms. Secrist created a draft Legislative Initiatives Policy based on the discussion at the October Council Meeting. Please see attached document.

What happens if the opinion of the Council does not align with the opinion of the Governor? The Council is charged with advising the Governor.

- Last year only legislative priorities that were relevant to the Council were included in the priorities document. One agency asked to include an item on the document, but the Governor's office let us know that it was not going to be included in his budget recommendation, so it was removed. That is why the language in the draft policy references final approval from the Governor. As an agency under the Office of the Governor, we must align to his priorities.
- When initiatives come up during the session, the Council needs to have a flexible mechanism to respond. For example, Ms. Secrist was asked to testify on a piece of Advanced Opportunities Legislation that had not been included in the legislative priorities. Ms. Secrist ran this by the Governor's Office and let them know that the Council felt this legislation was important. The Governor gave his approval and asked that Ms. Secrist keep them informed on updates.
- This policy needs to include a definition of what is meant by advising.

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- The policy should allow the opportunity for initial advocacy, but must not cross the line with respect to lobbying.

Does partner agencies and organizations include the education institutions?

- Yes. "Organizations" cover these types of entities. The word partner is inclusive of everyone.

How will staff be requesting this information?

- Last year Ms. Solace sent out an e-mail to all partners requesting this information.
- The goal is to collect this information by October to be reviewed in November. Then a Legislative Priorities document would be presented for approval to the Full Council in January.

Depending on the subject or the topic the Council should be able to identify who would be appropriate to testify on issues. It should be left open so that all Council Members are able to testify on behalf of the Council.

- It could say that all Council Members are welcome to discuss legislative initiatives.

Do we need to include something in the policy that addresses if the Council opposes a piece of legislation?

- Ms. Secrist will create some language on how situations like this should be handled.

The policy should also address how staff will keep the Council informed on what is going on during legislative session.

### **Workforce Development Training Fund Status Update**

Last year the Committee reviewed the full evaluation of the Workforce Development Training Fund. This review looked at grants that had been closed out by 2016.

This summer Ms. Secrist requested that IDOL provide an update focused more on policy and reporting changes that were implemented. The main question is if the data being gathered is sufficient for a full evaluation.

Ms. Secrist briefly went over the WDTF Status Update Report. Please see attached document. Overall the changes that the committee made have improved the quality of the data.

The data points that we collect information for include:

- Did the training result in a wage increase?
- Did the training result in retention?
- Did the training result in employment (sector grants)?
- Is the cost of training decreasing for employer grants?

Does the Committee want the data in aggregate, by sector, or both?

- Are we collecting information by CIP or SOC code?

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- We have employers list occupations and when IDOL scores the applications, they are assigning SOC's to the occupations. Ms. Secrist will see if this information is being stored. Maybe instead of by sector the data could be sorted by occupation.
- It would be nice to see data about new hires (how many new hires resulted from the training?).

On retention, do we care if they were retained by the same employer or if they were retained in Idaho?

- As part of a grant program, the concern is that they are retained in Idaho.

It would be beneficial to have more data on any wage increases after the training.

It would be helpful to know where the employer is located. This would give us rural vs. urban data.

The data should be connected to the in-demand occupations list that IDOL produces.

JFAC discussed that they are going to start looking at metrics. This data is a good way to justify that the fund is being used effectively. The Council may be able to choose their own metrics, but JFAC may request some specific metrics.

Ms. Secrist will meet with IDOL soon to discuss what grants are going to be included in the next report.

This committee tasked themselves with reviewing the annual effectiveness of the training fund. We are in a good spot to continue to refine the training fund to ensure we are using it in the most effective way.

**Motion by Mr. Schwarz to adjourn.**

**Meeting adjourned at 2:49 pm**