

BRAD LITTLE
GOVERNOR



Trent Clark
Chair

B. J. Swanson
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

Grant Review Committee Meeting Minutes – August 27, 2019

Committee Members: Deni Hoehne, Jay Larsen, Michelle Stennett, ~~Justin Touchstone~~, Steve Widmyer, Jani Revier, Jeff Greene, ~~Tom Kealey~~, Joe Maloney

Staff: Paige Nielebeck, Matthew Thomsen, Amanda Ames, Wendi Secrist, Caty Solace

Called to order at 2:02 pm

Welcome

Roll Call – Quorum Met

Review Agenda- Ms. Hoehne requested that we add an agenda item to discuss expanding meeting time to 90 minutes for the Committee Meetings.

Approve July 23, 2019 Meeting Minutes

Motion by Mayor Widmyer to approve the July 23, 2019 Meeting Minutes as written. Second by Mr. Maloney. Motion carried.

WDTF Financial Summary

Ms. Ames briefly went over the Financial Summary below.

WDTF Financial Summary - July 31, 2019	
WDTF Cash Balance 7-1-19	\$16,507,989.35
Revenue	\$0.00
Interest	\$34,528
Payments	\$51,975.76
WDTF Cash Balance 7-31-19	\$16,490,541.91
Obligated Employer Grants	\$5,122,484
Obligated Industry Sector Grants	\$2,842,970
Obligated Innovation Grants	\$77,839
*Obligated Outreach Projects	\$422,073
FY 19 WDTF Admin Costs	\$703,622
WDTF Obligated Balance	\$9,168,987
Unobligated Balance	\$7,321,555
Proposals Under Review	\$1,888,955
Outreach Proposals Under Review	\$30,000
Unobligated Balance if all funded	\$5,402,600

WDTF FY20 Revenue	Transfer In	Interest	Misc Revenue	Collection Cost
July	\$0	\$34,528		
August				
September				
October				
November				
December				
January				
February				
March				
April				
May				
June				
FY20 Totals	\$0	\$34,528	\$0	\$0

University of Idaho – Inspire Idaho

This project focuses on three counties: Bonner, Boundary, and Kootenai; all at different phases of the Inspire Idaho initiative. Teams are led by volunteer mentors and experts. Mentors and Experts from the three counties in this project include, UI and LCSC faculty, Innovation Collective entrepreneurs, the Executive Director of Gizmo, librarians, and community economic developers. Within these three counties, we currently have 5 teams with a new Sandpoint team launch planned for September 2019. Our Bonners Ferry, Coeur d’Alene General and Coeur d’Alene All-Female teams were some of Inspire Idaho’s first teams to launch and were a result of our 2018 statewide, 20 city roll-out “Experience Tour” which produced a remarkable, and unforeseen, response. We also have a Virtual team for those learners residing in our most rural communities. Since their June 2018 launch dates, program learners on these four teams have been tirelessly working to develop apps; both individually and collaboratively.

Inspire Idaho existing teams continue to grow and change as learners move through the program curriculum. Unlike traditional coding courses, Inspire Idaho’s self-driven learning platforms allows learners to work at their own pace. This results in learners beginning and finishing the program on a

continuous basis rather than established start and end dates; allowing Lending Library MacBooks to be redistributed to new learners entering the program.

WTDF Request: \$24,999.70

From the application it appears that the money is going towards creating support groups for the people in the program and purchasing MacBooks. Thus, trying to encourage participation by offering these support times and connection to a mentor. Is that an accurate synopsis of what they are using the funds for?

- The money that is being spent on the program management portion of this program is going towards facilitating that support. Looking at the budget it is being used for MacBooks, salary and fringe benefits, office supplies, and scholarships for 14 students to take the Pearson Vue Business Swift Level 1 Certification exam.

What is the waitlist of 400 people for and are they all people from the target counties of this grant?

- The waitlist is for people waiting to get into the Inspire Idaho Program. Anyone can download the curriculum, but the advantage of participating in the program is the support you receive and the networks you gain.
- The 400 people are from across Idaho, not just specific to the counties mentioned in the application.

Who is the recipient of the grant and who is Inspire Idaho?

- University of Idaho is the grant recipient. Inspire Idaho is a partnership between University of Idaho and the Innovation Collective in Coeur d'Alene.
- It would be helpful to know more about the Innovation Collective and their partnership and role in this project.

In the application there does not appear to be much industry support and connection. Not a lot of Idaho companies have a high demand for employees who know the Swift coding language. There is no evident direct path to a career through this program. Initially Apple said they were going to be providing a lot of support to start this project, but that did not come to fruition. This project has been in the works for three years and those relationships have not been built yet. It is good to see the University of Idaho trying to make connections and build those networks, but they need more industry engagement.

If University of Idaho continues to expand this program and gains more support from employers (maybe even expand beyond the Swift language), we would be interested in having them submit a different application.

Motion by Mayor Widmyer to decline the University of Idaho – Inspire Idaho Innovation Grant Application. Second by Senator Stennett. Motion carried.

Sun Valley Culinary Institute

Sun Valley Culinary Institute will offer a short but intensive one-year program that provides professional culinary arts skills to entry level and career changers to prepare them for working in restaurants and other back-of-house food service establishments. They will gain a set of basic skills in preparing meals, using kitchen equipment / tools, food safety, product selection, tasting, and sustainable food practices. Students will be taught in a European-style program which builds on intensive classroom learning with extended real-world apprenticeships. All their training will be focused on making them "kitchen-ready" and highly desirable employees who can hit the ground running and make an immediate contribution in any kitchen environment. SVCI will not offer supplemental non-culinary courses required for a two-year occupational science degree and will not provide a certificate recognized by the American Culinary Federation. This is a new educational model which avoids many of the short falls in traditional U.S. culinary arts training by

providing short, focused hands-on skills at a significantly lower cost and time commitment than almost all other existing culinary educational programs.

WDTF Request: \$25,000

Harry Griffith has been working with College of Southern Idaho and many other partners for several years to get this program off of the ground. They have had a difficult time finding a location to host this program due to the cost of real estate in the area. Seasonally, many of the employees that come into the Sun Valley area are from other places because locally there are not enough workers to fill the demands. For many years the Sun Valley Company has used the H1B visa process to bring in students from the hotel and restaurant industry overseas. Recently more restrictions have been placed on this program due to the current administration in D.C. This innovation grant would go a long way to help train the people Sun Valley needs to retain a workforce in this industry.

Who is providing the \$90,000 match?

- It is spread out over the partners. Some of them are from the different restaurants, Sun Valley Company, etc.
- Knowing exactly where this match is coming from could make this a stronger application.

What is the demand for these types of jobs in the area and what will their pay structure look like?

- There is a requirement from USDOL for a wage progression throughout the Apprenticeship Period. It is up to the individual employer with the help of USDOL to put that in place in their Registered Apprenticeship Program.
- Tuition costs for participants would be offset by wages since it is a Registered Apprenticeship program.
- According to the labor market data, the wages for these types of positions fit well within the criteria of an Employer Grant (over \$12 an hour). Entry level wages tend to be more robust in the Sun Valley area.
- Sun Valley Company currently employs 400 seasonal staff with 70% of them coming from overseas through the H1B visa process. The other 90 food service outlets (restaurants?) do not have the scale or experience to access H1B talent and rely on scarce local talent with annual turnover rates in excess of 30%. The goal is to help employees gain more expertise in the industry and be more likely to stay with their employers. The Sun Valley Culinary Institute would not be replacing employees who already work in this industry, they are trying to fill labor gaps that already exist.

What is the background of the companies/people who are working on this program?

Mr. Griffith has a robust resume in economic development. He has engaged with a lot of area employers to develop this project,

What is CSI's relationship with this project?

- They have been working on the Apprenticeship portion to develop the curriculum as well as make sure that the curriculum parallels what is being taught in the 2-year program at CSI. This will allow the students to be able to enter the 2-year program at CSI if they desire.

This is a project that Sun Valley Culinary Institute is intending to grow. They have been clear that they may apply for an Industry Sector Grant in the coming years based on the success of this first group. This is a program that could be replicated throughout Idaho where there are similar needs. It is good to see that they are linking the project to Registered Apprenticeships.

Motion by Senator Stennett to approve the Sun Valley Culinary Institute Innovation Grant in the full amount of \$25,000. Second by Mayor Widmyer. Motion carried.

Review Objectives Finalized at July Council Meeting

Ms. Secrist briefly went over the Grant Review Committee objectives that were presented to the full Council at the July 2019 council meeting. Please see below.

Develop tools to better evaluate grant proposals in the context of the local and state labor market. Integrate into scoring rubrics.

Target date - June 30, 2020.

Develop interactive tools to project future workforce needs around skills and occupations and design an investment strategy that is future focused.

Target date - Investment strategy proposed to Council at April 2020 meeting, Tools available to stakeholders by June 30, 2020.

As we have Committee meetings where we don't have as many grant applications, staff will budget time for these discussions into the agenda. The WDC staff can bring some examples to the committee of how we can do some analysis of the labor market and then the committee can look at the rubrics.

It would be useful to have a standing agenda item to review the tools that we already have available and new tools that are being developed. Seeing them on a regular basis would be beneficial so we know how they work and have a consistent reminder of the data they provide us.

It is important for the committee to use the rubrics that were created for the grant reviews because they are a useful tool to assess the grant request's compliance with established requirements.

Meeting Time Expansion

Ms. Hoehne asked the committee to consider expanding the Grant Review Committee meetings to 90 minutes to ensure that the committee has ample time to thoroughly review the applications.

The committee agreed to extend the meetings to 90 minutes. Ms. Nielebeck will send out a new calendar invite for these meetings.

**Motion by Mr. Larsen to adjourn. Second by Mayor Widmyer. Motion carried.
Adjourned at 3:08 pm**