

BRAD LITTLE
GOVERNOR



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WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

Grant Review Committee Meeting Minutes – July 23, 2019

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

Staff: Paige Nielebeck, Matthew Thomsen, Amanda Ames

Called to order at 2:01 pm

Welcome

Roll Call – Quorum Met

Review Agenda

Approve June 25, 2019 Meeting Minutes

Motion by Mr. Wiesmore to approve the June 25, 2019 minutes as written. Second by Mayor Widmyer. Motion carried.

WDTF Financial Summary

| WDTF Financial Summary - July 1, 2019 | |
|--|------------------------|
| WDTF Cash Balance 6-1-19 | \$17,210,566.97 |
| Revenue | \$42,089.88 |
| Interest | \$35,997.52 |
| Payments | \$780,665.02 |
| WDTF Cash Balance 6-31-19 | \$16,507,989.35 |
| Obligated Employer Grants | \$5,197,409 |
| Obligated Industry Sector Grants | \$2,092,970 |
| Obligated Innovation Grants | \$53,639 |
| *Obligated Outreach Projects | \$373,063 |
| FY 19 WDTF Admin Costs | \$0 |
| WDTF Obligated Balance | \$7,717,080 |
| Unobligated Balance | \$8,790,909 |
| Proposals Under Review | \$1,853,568 |
| Outreach Proposals Under Review | \$0 |
| Unobligated Balance if all funded | \$6,937,341 |

| WDTF FY19 Revenue | Transfer In | Interest | Misc Revenue | Collection Cost |
|--------------------------|--------------------|------------------|-----------------|-----------------|
| Beginning Balance 7-1-18 | \$17,863,912 | N/A | N/A | N/A |
| July | \$345,981 | \$27,587 | \$0 | \$0 |
| August | \$661,729 | \$27,684 | \$0 | \$0 |
| September | \$8,481 | \$30,402 | \$0 | 0 |
| October | \$253,543 | \$31,417 | \$0 | \$20,922 |
| November | \$595,337 | \$33,114 | \$957 | \$0 |
| December | \$9,276 | \$40,828 | \$0 | \$0 |
| January | \$295,010 | \$36,363 | \$1,644 | \$21,302 |
| February | \$351,048 | \$37,403 | \$0 | \$0 |
| March | \$7,799 | \$34,689 | \$0 | \$0 |
| April | \$436,483 | \$36,447 | \$0 | \$20,246 |
| May | \$672,908 | \$33,897 | \$154 | \$0 |
| June | \$8,506 | \$35,998 | \$33,584 | \$21,485 |
| FY19 Totals | \$3,646,101 | \$405,829 | \$36,339 | \$83,954 |

Bay Shore Systems

Bay Shore Systems' 5-year plan projects BSSI to grow by 60% by 2023. Through efficiencies, new capital expenditures incorporating more AI and CNC capacity, and advancing our current workforce they hope to only grow their employee headcount by 35%. This will allow their profitability to grow, increase the wages of their employees, and provide a higher return throughout profit sharing program to all employees. With the change in the workforce they see the need to offer more attractive jobs to current and future employees which are not going to be manually intensive jobs. This will be growing their tradespeople into new and different manufacturing techniques. Bay Shore will also be creating several new layers of management as they grow which will ideally be filled from within. With this, leadership training will be paramount to ensure all other levels of training will be implemented correctly, with focus, on budget, and on schedule.

WDTF Request: \$220,410

At the last grant review committee meeting the committee had requested that Bay Shore Systems answer a list of questions and that Ms. Hoehne discuss the training they are wanting to offer with the Executive Committee.

Bay Shore did let us know that they have had a low quarter of sales and are unsure that they will be able to train the 30 employees. They may have a higher sales quarter next month allowing to train all the employees. They are on a reimbursement schedule so if they only train 20 employees, they will only be reimbursed for that many employees.

Mr. Thomsen reviewed past grants and found that the Committee has allocated \$426,500 on the same types of training as the training in the Bay Shore application. There is nothing in our policy that prohibits us from supporting this grant. The Committee is here to follow policy and the policy allows this. The precedent has been set that the Council is supportive of this type of training as evident in past grants.

The Executive Committee did feel that sales skills (white collar skills) are just as important to grow a company as training for blue collar jobs. To move up in the company employees do need management and leadership skills which is gained through training. The trainings Bay Shore is using is not internal training. It is coming from outside vendors (Gonzaga, etc.). These are similar to costs that we have seen in other grants that have been approved.

There were only a few positions that were sales and management specific (5). The other employees receiving training are in more technical roles. The expenses for the technical training are lower than that of the sales and management training.

Motion by Mr. Kealey to approve the Bay Shore Systems Employer Grant in the full amount of \$220, 410. Second by Ms. Revier.

Did the employer list what the anticipated wages were after training?

- In one of the spreadsheets in the application they did list the anticipated wages after the training (positions to be trained summary).

Their plan for training is a little confusing. They talk about in 2-years they are going to train internal people with an external trainer who will then move up internally in the company. Can it be clarified what they will be doing in that 2-years and if the 2-years is sufficient to have those trainees gain the leadership skills they need?

- Mr. Thomsen believes that they are doing the external as a train the trainer model to use in the company. Gonzaga would only be training the 40 employees. They would be using the leadership skills they gain in their current roles and in future promotions/roles.

The Chair called for a vote. Mr. Wiesmore votes nay. Motion carried.

Lewis-Clark State College

Lewis-Clark State College (LCSC) seeks \$750,000 in Industry Sector Grant funding to purchase capital, non-fixed equipment for the Schweitzer Career & Technical Education (CTE) Center. Located in Lewiston, Idaho, the \$23.5 million, 75,000 square foot facility will be on property adjacent to the new Lewiston High School (LHS) complex. The LHS complex will include the separately constructed \$10 million, 38,000 square foot A. Neil DeAtley Career Technical Education Center. The Idaho State Legislature appropriated \$10 million toward building construction costs with LCSC being responsible for raising the additional \$13.5 million.

WDTF Request: \$750,000

Is the \$750,000 needed to qualify for other grant funds? Would it be used as a match?

- It may be used as a match for the EDA Grant they have already received approval for.

Is this a new facility that is being built to further expand their CTE programs? They already have CTE programs in the high school and at LCSC.

- Lewiston started the process a few years ago to start building a Career and Technical Education center. This is a joint venture between the Lewiston School District and LCSC. It is similar to what happened in Northern Idaho, where NIC built a facility next to the CTE High School.
- It is our understanding that there are going to be two separate facilities. They will operate independently. You will have the high school utilizing one building and then the college using the other one. This is to help encourage the high school students to then move on to the LCSC CTE program.

It does not look like they are expanding their capacity by much. They expect only 17 more people to graduate in the first year.

- They could be listing completers as compared to people they are serving.

Motion by Mr. Wiesmore to approve the Lewis-Clark State College Industry Sector Grant in the full amount of \$750,000. Second by Mr. Kealey. Motion carried.

Mountain Home Aviation Academy (MHAA)

The Mountain Home Air Force Base (AFB) Education Services Officer (ESO) approached Thompson Aviation Services about aiding Airmen looking to transition their military skills to civilian employment in aircraft maintenance. After follow-up meetings that included Idaho State University, Boise State University, the AFB ESO, the Idaho National Guard ESO, Thompson Aviation created MHAA to provide this transition training. MHAA will teach the procedures needed to perform basic maintenance inspections and repair on civilian aircraft. After completion of a 40-hour 'boot camp' project participants will be prepared to take their A&P practical tests, provided they have completed their written examinations. The boot camp will last 5 days with participants working 8 hours a day. They will offer the boot camp one week each month. After completing the boot camp, participants will have the opportunity to begin an apprenticeship program to further expand their civilian aircraft maintenance skills. The apprenticeship program can last up to 6 months if the participants can arrange that amount of time off from their military duties. These additional skills will enable them to apply for job vacancies in the civilian aircraft maintenance career field.

WDTF Request: \$24,200

There will be a cost associated with the program, \$1,000 per person for the 1-week training. The industry partners are providing training assistance.

They plan to train 12 active military personnel every quarter. How do they know that there are 12 people that want this training? Have they assessed the need?

- Mountain Home Airforce Base approached the academy about wanting this program. There were already 48 people interested in this training. National Guard Airforce Mechanics would also be participating.

How do we know that we are really training an Idaho Workforce when we are training Mountain Home personnel since they are from other part of the country?

- There is a high number of vacancies in this type of work in Idaho. Idaho has a big aerospace and aviation sector and there is a big need. In the grant we see 68 vacancies in this career a year. There is nothing to guarantee that they will stay in-state, but Idaho has opportunities.
- The Committee has requested that Mr. Thomsen reach out to the base about the retention rate of members in Idaho after they are discharged.

They did state in their application that the program is sustainable after this initial year with the funds they will receive from recipient program costs.

Motion by Ms. Revier to approve the Mountain Home Aviation Academy Innovation Grant in the amount of \$24,200. Second by Mr. Wiesmore. Motion carried.

**Motion by Ms. Revier to adjourn. Second by Senator Stennett. Motion carried.
Adjourned at 3:00 pm**