

**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, September 17, 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 Rood, ~~Todd Schwarz~~, ~~John Smith~~, Scott Syme, ~~Lori Wolff~~

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

**Guests:**

**Call to Order at 2:03 pm**

**Roll Call – quorum not met**

**Review Agenda –** No additions to the agenda

**Approve August 20, 2019 Meeting Minutes**

Item moved to the next meeting.

#### **WDC Policy Initiatives**

At the July Council Meeting, the Policy Committee agreed to take responsibility for drafting a policy that provides a process to review and approve initiatives that would go before the Legislature. Ms. Secrist had agreed to do background research on other entities who have a similar process already in place and consolidated those discussions into a document with considerations/ideas for this policy. Please see attached document.

A concern was expressed that as an agency who is funded by tax payer dollars, we should not be taking a stance on Legislative bills and initiatives. It would be fine if the Council said they support certain types of programs, taking a broader approach. The Council should also not be taking a position on anything that is not directly connected to the work of the Council.

In the Workforce Development Council's Executive Order, it does state that "The Council will be responsible for advising the Governor, Legislature, and appropriate executive agencies on matters related to developing and implementing a comprehensive workforce development strategy for Idaho..."

- The word advising can be interpreted in many ways.

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- The Council will need to be clear that we are not lobbying for certain legislative initiatives, we are simply providing information on them. The Council may be asked by a Legislator to weigh in on an initiative/bill.
- This should not limit good ideas, but official positions need to be aligned to the Governor's – good ideas should be brought through the committee structure to the Council.
- Perhaps only a few people should be "approved" to speak on behalf of the Council. If the Council has an official position on an issue, it needs to be communicated by the Chair of the Council or the Executive Director.
- Other agencies have their board or committees vote on the initiatives thus empowering the Director to testify at the Legislature.
  - An example includes the Endowment Investment Board, which is appointed by the Governor, and they do adopt positions on bills that are directly related to their work. They have Legislative representation on their Board.
- Ms. Secrist shared the Legislative Priorities sheet that the Council approved for the 2019 Legislative session. Please see attached document.
  - The Council reviewed this document at the January meeting and approved all of the initiatives on it (subject to final approval of the Governor).
- Should there be full consensus of the Council on initiatives that are put on this sheet?
  - This could be problematic if the Council wants to remain agile, because we do not have another Council Meeting until after the Legislature has adjourned.
  - Could we look at special meetings of the full Council if/when we need it?
  - The Executive Committee does have the power to act on behalf of the full Council.
- IACI has a more general position statement on specific topics that drives their process. Please see attached document from IACI. This is something the Council could consider (e.g. a position statement having to do with work-based learning).

According to the discussion above we need to:

- Clarify our role in advising and what we mean by that.
- Describe how initiatives are approved by the Council.

Ms. Secrist will consolidate the discussion and add it to the agenda for the Council Meeting in October to gain broader input.

### **Eligible Training Provider Policy – Review Draft Form to Add Programs**

The methodology to align training to in-demand occupations is not perfect and this committee is responsible for monitoring the impact and making adjustments as needed. At the last meeting the committee asked Ms. Secrist to work with Department of Labor to create a form to process requests for exceptions to the ETP Policy. Ms. Secrist shared the attached document.

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In addition, the Department of Labor will begin tracking requests that individual participants make for training. We can use the data to determine if there is a need to consider adding programs. The Committee is in support of giving this process a try and determine if it is effective.

### **Discuss Feedback from Southwest Idaho Economic Development Professionals on WDTF Letter of Intent Process**

Mr. Thomsen met with a group of Southwest Idaho economic development professionals to be debriefed on a specific business attraction project they had been working on. They had requested a letter of intent from the Council. The project was put through the scoring matrix and it was determined that the project would be eligible for \$500 a job. The organization thought there should have been a way to include other factors to consider increasing the amount available.

Mr. Thomsen did talk with them about the other types of training they could have included in the application to boost their score and the amount of funding per job. They agreed that the Council should be brought into the process earlier so that we ensure the state is putting its best foot forward.

Does the process include the Department of Labor analyzing the revenue that would be brought into Idaho if the project was funded?

- The Department of Labor's economists helped develop the funding model and they score the grants.

Currently there is not appeals/reconsideration process for employer grants. Decisions are based strictly off the scoring matrix. The Grant Review Committee does ask a lot of questions of applicants and will sometimes send the application back with questions before making a final decision. They try to give the applicant as much opportunity as possible to make a case for their application. It would take a policy change that the Policy Committee would have to bring before the Full Council if we wanted to implement an appeals process.

The committee suggested an annual review process of the grants not funded and the economic development projects we provided letters of intent for. We can do research on the projects and determine where they ended up locating or what opportunity may have been missed by declining the application. This could help provide data on if the scoring matrix is working.

**Motion by Mr. Schultz to adjourn.**

**Meeting adjourned at 3:01 pm**