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WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

Grant Review Committee Meeting Minutes – April 23, 2019

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

Staff: Wendi Secrist, Paige Nielebeck, Matthew Thomsen

Called to order at 2:02 pm

Welcome

Roll Call – quorum met

Review Agenda

Add financial summary to the agenda after the minutes.

Approve January 22 and March 26, 2019 Meeting Minutes

Motion by Mr. Touchstone to approve the minutes as written. Second by Senator Stennett. Motion carried.

Financial Summary

WDTF Financial Summary	
WDTF Cash Balance 4/19/19	\$16,695,310
Obligated Employer Grants	\$6,439,866
Obligated Industry Sector Grants	\$1,923,327
Obligated Innovation Grants	\$59,529
*Obligated Outreach Projects	\$329,534
FY 19 WDTF Admin Costs	\$370,526
WDTF Obligated Balance	\$9,122,782
Unobligated Balance	\$7,572,527
Proposals Under Review	\$444,623
Outreach Proposals Under Review	\$0
Unobligated Balance if all funded	\$7,127,905

*Includes funded projects only - Council set aside up to \$500,000 for Outreach Projects for FY19. \$123,000 was moved into the operating budget for the Adult Learner Scholarship. Total obligation is \$452,534.

Does revenue come into the training fund monthly?

- It varies and depends on when employers pay their unemployment insurance taxes. We do see interest credited to the fund monthly. This would be helpful to have integrated into the financial summary. Generally, we see just under a million each quarter. Next year we project \$3.6 million due to the reduction in the unemployment insurance tax rate.

Create Common Good Innovation Grant

Create Common Good is seeking a \$25,000 innovation grant to fund training for seven adults not funded by Maximus, IDOC, or other sources. Most often, these adults are single males not covered by other government programs. The program provides year-round foodservice training and job placement services to those with barriers to employment. Because 70% of their trainees originate from outside the US, they use a hands-on approach utilizing all learning modalities (reading, writing, speaking, and kinesthetic learning) to reduce language barriers for ESL learners. Trainees gain professional references, ServSafe Certification, and the skills and confidence to become self-sufficient.

Total WDTF Request: 25,124

Ms. Hoehne reviewed the rubric for the innovation grant and the criteria that was set for the grants.

The goal of the rubrics is to ensure consistency and to give a visible reminder of the criteria set for the grants.

The grant proposal does meet a few of the requirements and goals of the grant. The project could potentially increase the economic mobility of Idahoans through training that leads to wage gains and retention. There is also a possibility of a return on invest since Create Common Good has high placement rates. Individuals who complete the program get jobs in the field they are trained and become tax paying citizens.

It doesn't appear that they are asking for funds to do something new or innovative – it is a request to support their existing operating model. This is a worthy initiative, but it does not fall within the goals of the fund.

Motion by Ms. Revier to decline the Create Common Good Innovation Grant request. Second by Mr. Maloney. Motion carried.

University of Idaho Co-op Sector Grant

The University of Idaho is requesting \$419,622.50 to fund a co-op program that will benefit students enrolled in the University's engineering programs. The University is seeking to: 1. Create a sustainable educational model that grows cooperative education opportunities at University of Idaho, 2. Improve career readiness and educational ROI among U of I students, and 3. Advance talent pipeline strategies that yield timely assistance to Idaho businesses. The long-term vision of the cooperative education program is to grow significantly over the next 3 years throughout the College of Engineering. In year 3, the co-op program plans to start phasing other University of Idaho Colleges (i.e., College of Business & Economics, College of Agricultural & Life Sciences, College of Natural Resources, etc.). Essentially, the University envisions that this co-op program will provide an alternative educational pathway for all UI students that includes professional industry experience as part of their educational process.

What is the sustainability of the project?

- Staff advised the University to structure the program in such a way that the program would become self or internally funded by the end of the grant period. This was to prevent each college

(college of business, etc.) from coming to us to apply for a grant to create a co-op program in their college. University of Idaho has built a funding model to keep this program going.

How do we know if the Board of Education will approve the funding for the dedicated positions?

- We don't have a guarantee that they will get funding for the positions, but the State Board is supportive of this program. There have been several attempts to gain traction on co-ops with Idaho's institutions, and it is great to see the University of Idaho move forward. This is viewed as an important step for the 4-year institutions to integrate work-based learning.
- They are working towards being able to provide credit for the time the students spend working during the program. At the beginning it could at least count for an internship credit but the goal should be to give them credit for a class in their degree program, not an elective credit.

The goal of the grant is to give University of Idaho the capacity to build business relationships, but also work across all of the programs in the College of Engineering. Some of the programs will be much easier to do than others. They will start by working with the low hanging fruit and then work towards the tougher programs. They are needing to change the schedule of when courses are taught so that it can support work-based learning.

Some of this grant money will go towards hiring engineering teachers to teach courses that students would miss if they entered a co-op. Is that true?

- It does include funds to hire adjunct faculty.

Could they follow an apprenticeship model? Students who participate in an apprenticeship do not have to take the corresponding course work because they receive credit for on-the-job experience.

Many of Idaho's educational institutions currently don't recognize work-based learning by providing credit for it. We could go back to the University of Idaho and ask them to consider it and/or develop a timeline for when credit could be provided for the work components.

The goals that they listed seemed a little out of step. It seems that they have the infrastructure for the program but not the pipeline. In what order are we expecting this to roll out?

- They will need to build both simultaneously – they need business partners and students to make this successful.

The Committee asks the WDC Staff to go back to University of Idaho and ask them the following questions: how will the students get credit for the experience they are gaining on-the-job and how is that decreasing their time and cost of a degree, what are the placement rates for the Engineering programs (or what are the benefits for students and employers), how will the co-op program be rolling out in.

Motion by Ms. Revier to table the University of Idaho Sector Grant until the WDC Staff can get clarification on the questions above. Second by Senator Stennett. Motion carried.

Innovation and Industry Sector Grant Rubric Feedback

This will be moved to the next meeting to give everyone an opportunity to use the rubrics.

Develop Objectives under the Council's Strategies

The Committee looked at the goals/strategies that were created at the Full Council Meeting and a few of the objectives that the Policy Committee created. They worked on creating strategies under each objective. See attached document.

Goal 1:

- If you were on a board for a foundation you are expected to promote the foundation. It was suggested that each Committee member make 2 presentations a year to help get the message out about the WDTF.
 - Promote the Workforce Development Council's work through at least 2 presentations to the Council/Grant Review Committee members' circle of influence.
 - Who would be in the circle of influence that could answer questions about when employers should make a proposal, if they are ready, etc.?
 - Connect them to staff (Matthew Thomsen) – We want them working with staff through the process.
 - The local economic professionals

The Committee has been asked to send their objective ideas to Ms. Nielebeck within the week. She will compile them and send them back to the Committee. These items will be up for discussion at the next meeting.

Motion by Senator Stennett. to adjourn. Second by Mr. Wiesmore.

Adjourned at 3:02 pm