

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, August 20, 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, Marie Price, Jake Reynolds, Christi Rood, Todd Schwarz, John Smith, Scott Syme, Lori Wolff

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

Guests: Kristyn Carr

Call to Order at 2:01 pm

Roll Call – quorum met

Review Agenda

Ms. Secrist asked to discuss the Eligible Training Provider Policy after the Minutes review.

Approve June 18 and July 8, 2019 Meeting Minutes

Motion by Mr. Schwarz to approve the June 18 and July 8, 2019 minutes as written. Second by Mr. Kolb. Motion carried.

Eligible Training Provider Policy – Impact of In-Demand Occupations Methodology

Ms. Secrist briefly reviewed the responsibilities of the WDC for the Eligible Training Provider List.

Policy:

- Develop policy which addresses eligibility, performance and alignment to state priorities (i.e. in-demand occupations) – adopted April 2018
- Update “Appendix A” annually which is the methodology/filter for training to be considered to be added to the list – adopted April 2019

Performance Monitoring:

- Set expectations for performance (i.e. job placement rates, wages, compliance with reporting, etc.) for programs to have their eligibility renewed or be removed from the list.

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We have not yet set the expectations for performance monitoring because we don't have enough data yet to do so. Today, the Policy Committee's job is to review the impact that the adoption of Appendix A is going to have on the list moving forward to ensure that the policy is doing as we expect.

The Department of Labor, State Board of Education and training partners completed an initial data run between March and May of this year. The data run was successful and process improvements were identified (see slides).

What data is being passed?

- The process uses the State Longitudinal Data System which helps protect an individuals personally identifiable data by separating things into two processes:
 - Social Security numbers are passed to the Idaho Department of Labor to match against wage reporting. They are able to see if a person is actually employed after training and how much in wages they earned.
 - Training data (did they pass the class, did they receive a credential for completion, etc.) is passed to the State Board of Education so they can look at completions
- Are these two types of data connected?
 - Yes. At the end the data is connected back together but done so in a way that it is deidentified to the individual. At this point, we can analyze the "performance" of the programs in connecting people to employment.

How much is in the funded through the Eligible Training Provider list on an annual basis?

- Last year of almost \$1.5 million was spent serving 885 participants.
- This is federal funding that the Idaho Department of Labor receives and we, as the state and local workforce board set the policies for.

Today's Goal:

- Scan programs that will be dropping off list – i.e. those that are no longer eligible based on the occupation(s) training is tied to.
- Review programs IDOL would like to keep on the list.
 - IT Related
 - Manufacturing Related
 - Aerospace
 - Transportation Related
- Discuss whether changes need to be made to Appendix A.
- Identify data needs moving forward.

Ms. Secrist went over the Program information and Occupations of the Eligible Training Provider list. Please see attached slides.

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Ms. Secrist went through the initial review of programs against Appendix A that was approved by the Council in April. Please see attached spreadsheet. All of the programs in red would be dropped from the Eligible Training Provider List when put against the criteria of Appendix A. The yellow highlighted items are the items that Idaho Department of Labor would like to request stay on the list.

CWI has gotten phone calls in the past from IDOL staff requesting that certain programs be put on the list to train a specific client.

- This is something that we will need to work through. We will need to have an approval process in place when these types of requests are made that comes to the Council, not the providers.

The top 150 occupations work really well for this list, except in Region 3. There are many more occupations in Region 3 than other regions. We may need to make some exceptions for this region when updating Appendix A (e.g. welding did not make it on the list in Region 3 and that is a high in-demand occupation).

How does the Committee want a request to come to us from Department of Labor to keep items on the ETP List?

- The process needs to be nimble and simple.
- A memorandum request, with a paragraph of the explanation of the request, and some data of how many are expected to go through the training.
- We have had a lot of conversations at the Full Council with regards to the Grant Request Committee needing guidance from Policy to avoid appearances of arbitrariness. We also need to be careful of any sort of appearance of arbitrariness of what occupations make the list and what do not make the list.

What is replacing the Wildland Fire Academy at CWI since it is in red?

- The list is showing programs that transitioned from the old policy in 2016.. There is nothing replacing what is in red, unless the occupation becomes "approved" through Appendix A.

Why does Phlebotomy fall off? (see bar chart and list)

- We will need to look and see what SOC those programs are tied to. Phlebotomists are also not on the top of the list in the Treasure Valley. There is some cleaning up of the list that will need to happen and providers will have a chance to verify their information.

All Registered Apprenticeship Programs are automatically added to the list because of Federal Rules.

Does the Department of Labor break this list up by Region?

- Yes. Our Policy requires them to use a web-based tool that looks at it by region.
- 150 seems like way too many to focus that small amount of money on.
 - The filters that we stipulate actually take it down to a smaller amount of occupations.

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What other avenues are being used when an institution wants something added to the list?

- Either the provider makes the request to have it vetted through the regular process or an individual could make the request directly to IDOL which is what we need to determine how we will handle moving forward.

What type of data does the Committee want moving forward about how the ETP funds are spent?

- It would be nice to see what where they went for training and what training they received. This should go down to the program level. The more detail we can get from the individual programs, the better. We want to be data informed. This would also help us see the higher performing programs.

Ms. Secrist will put together a draft form that can be used by IDOL to request that something be added to the ETP List and send it out for feedback from the Policy Committee. Ms. Secrist will also be meeting with the Labor team to discuss the above topics and feedback from the Policy Committee.

Review Objectives Finalized at July Council Meeting

Mr. Kolb reviewed the Policy Committee Objectives he presented at the July Full Council Meeting. Please see attached slides. Overall there was a positive response from the Full Council on these objectives. The Council did ask the Committee to prioritize WDTF outreach efforts on sector and innovation grants.

Ms. Secrist shared that the focus of the September meeting needs to be on how the Council decides which policy initiatives it will support and/or initiate. Since we are part of the Governor's Office, and serve at the pleasure of the Governor, anything we do has to align with his priorities. She offered to gather information from other entities that already have processes in place (IACI, IBE, State Board, etc.) and to send out some background material prior to the next meeting.

Motion by Mr. Hudson to adjourn. Second by Mr. Kolb.

Meeting adjourned at 2:52 pm