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WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

Grant Review Committee Meeting Minutes – June 25, 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, Wendi Secrist, Caty Solace, Matthew Thomsen, Amanda Ames

Called to order at 2:00 pm

Welcome

Roll Call – Quorum Met

Review Agenda

We will not be taking action today on the Defense Logistics Corporation, LLC. Their registration with the Secretary of State's Office has not been finalized.

Approve May 28, 2019 Meeting Minutes

Motion by Mr. Wiesmore to approve the minutes as written. Second by Mayor Widmyer. Motion carried.

WDTF Financial Summary

WDTF Financial Summary - June 24, 2019	
WDTF Cash Balance 5-1-19	\$16,886,019
Revenue	\$673,061
Interest	\$33,897
Payments	\$278,185
WDTF Cash Balance 4-30-19	\$17,314,793
Obligated Employer Grants	\$5,842,209
Obligated Industry Sector Grants	\$2,214,362
Obligated Innovation Grants	\$62,829
*Obligated Outreach Projects	\$382,729
FY 19 WDTF Admin Costs	\$208,486
WDTF Obligated Balance	\$8,710,615
Unobligated Balance	\$8,604,178
Proposals Under Review	\$989,109
Outreach Proposals Under Review	\$0
Unobligated Balance if all funded	\$7,615,069

*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.

The cash balance is as of May 31.

In July we will look at a more detailed view of the financial summary.

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

What is Bay Shore Systems doing? Why are they asking for these resources?

- They plan to hire 30 additional staff over this 2-year period. In their application they indicated they are investing in new technology and new processes.

What kind of training are they offering?

- They are doing a significant amount of leadership training. They are looking promote existing employees into leadership roles.
- They do not have an apprenticeship program, but they are very interested in one.
- Most training will be provided by vendors.

Is the training going to be transferrable?

- There is a good amount of sales training and that is a very applicable skill. Generally, we see more technical training in applications, but this type of training also provides a transferrable skill set.

Are there other companies that are using the same type of tools/equipment as Bay Shore?

- Mr. Thomsen is unsure if there are other companies exactly like them in the area, but the skills are very transferrable.
- A number of their trainings have vendor certifications attached to the trainings.

If you want to grow your company, you have to grow your sales. The grant would help to develop new sales people and providing them with the skills to grow that portion of the company. They still contribute to the growing workforce.

Was there more training for production workers that they could have included in this grant over the managerial training?

- Yes, however, they felt for this project that the leadership and sales was important for growth.
- Could they bring back to use a proposal the focuses more on their manufacturing?

The Committee would like to ask additional questions of the company and get their answers before voting. The Committee members have been asked to send their questions to Matthew Thomsen by the end of the week. They would also like Ms. Hoehne to get input from the Executive Committee on the type of training Bay Shore is requesting.

Motion by Mr. Larson to evaluate the Bay Shore proposal based upon whether or not the WDC is comfortable using the funds to primarily provide leadership, negotiation skills and management training. If the answer is yes it can be reevaluated by the Grant Committee.

Is it up to the Grant Review Committee to make these decisions or is this an issue that needs to go before the Council?

- The Grant Committee does have the authority to apply the policy and make these decisions. However, if the committee feels they might be setting policy with a decision, they are tasked with taking the question to the Council.

Mr. Larsen amended the motion above to have Ms. Hoehne take the discussion to the Executive Committee. Second by Ms. Revier. Motion carried.

Lewis-Clark State College

The Committee will postpone the discussion of this Grant until the next meeting due to time constraints. The Committee Members have been asked to send questions to Matthew Thomsen, so answers can be prepared for the next meeting.

Defense Logistics Corporation, LLC

They have not finalized their registration as a business entity in Idaho and therefore are not eligible at this time. We can discuss this grant once the registration is confirmed.

WDC Strategic Plan Objectives

Ms. Secrist reviewed the objectives collected from the Strategic Planning Survey. Please see attached document.

Objective Ideas:

- The Committee has quite a bit of work reviewing grants each month and should be careful to not overcommit.
- The Committee would like additional data on workforce/skills demands so that the Council could proactively reach out to entities about applying for grants to fill gaps that are identified.
- The Committee would like to review the scoring matrices for the sector and innovation grants once they have a little experience with them. Specifically, they want to see if they are tying scoring to local needs.

The Committee asks that Ms. Secrist make edits to the language and send it to the Committee for feedback.

Motion by Ms. Revier to adjourn. Second by Mr. Maloney. Motion carried.

Adjourned at 3:17 pm