



WORKFORCE DEVELOPMENT COUNCIL

317 West Main Street, Boise, Idaho 83735-0510

WIOA Service Provider Selection Policy Ad Hoc Committee Meeting Minutes

Date: Thursday, January 3, 2019
Time: 3:00 pm – 4:00 pm (Mountain Time)
Location: Teleconference
Call In: 1-720-279-0026
Guest Passcode: 470642
Screen Presentation:
<https://stateofidahowpm.centurylinkccc.com/CenturylinkWeb/WendiSecrist>

Meeting Conducted By: B.J. Swanson, Committee Co-Chair

Council Members: Heather Sprague, Jan Nielsen, Steve Widmyer, B.J. Swanson, Dwight Johnson, Jane Donnellan

Guests: Rico Barrera, Cheryl Foster

Staff: Wendi Secrist, Caty Solace

Call to Order at 3:00

Roll Call – Quorum Met

Review Agenda – no changes

Approve December 3, 2018 Meeting Minutes

Motion by Mr. Johnson to approve the December 3 meeting minutes as written. Second by Mayor Widmyer. Motion carried.

Review Draft WIOA Title I Service Provider Selection Policy –

Ms. Secrist provided a quick review of the goals and different procurement options that were discussed at the last meeting. The Agency to Agency option was of concern to Governor Otter's office and Ms. Secrist had a discussion with Governor Little's office to develop a strategy to conduct the needed due diligence to explore all options and ensure all conflicts of interest are addressed. The Governor's office recommends that we consider extending the existing contracts for the necessary time period to ensure things are done very cleanly. The committee can do the research and make a recommendation to the full council in April. The USDOL letter did not give a deadline for recompeting the One-Stop Operator. In April a recommendation can be made to the full council to extend the existing contracts at the time they are asked to adopt the new policy. This will allow ample legal support for the process.



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Policy Presentation for Full Council Meeting

Referred to draft WIOA Title I Service Provider Selection Policy Document.

The introduction was drafted to reference WIOA and establish the responsibilities of the Council. The next section is the goals which are the same as the last meeting.

The Procurement Methodology might be adapted as we work with legal counsel on this project.

The language says *contracts* on purpose so that there is flexibility with one statewide provider or multiple regional providers. The committee discussed concerns with multiple contracts - fewer rather than more, might provide more consistency and lower administrative costs. There were also concerns over coverage for rural communities. The RFP could state whether subcontracting is possible, if needed. The committee requested that the policy state that the Council's preference is a statewide contract but allow for the presentation of regional applicants as well.

In the policy we can either specify the committee will manage the RFP process or allow the chair to designate the committee. Everyone agreed that the chair should designate the committee.

The next question was about frequency of procurement - should it happen every 4 years? The suggestion was made that the other contracts would match the One-Stop Operator, since USDOL stipulates that it must be competed every four years. The suggestion was made that the Council could extend the contracts for the others if they are pleased with performance of the non-One-Stop Operator.

The Council will consult DOL regarding Youth Programs service provisions.

Under Method of Contract it needs to match the language from above about 4 years. Are the contracts for One-Stop for four years or for one year with an option to extend for a total of four years? The committee prefers to have a four year contract for the One-stop as opposed to a one year with option to extend.

The monitoring section comes directly from WIOA. It will be good to get legal review of this section. The section acknowledges that if IDOL is the contractor, additional review of the monitoring process will be established to avoid conflict of interest.

The executive director will provide an update to the full council at the January 10 meeting during her report.

Motion by Mr. Johnson to adjourn. Second by Ms. Donnellan. Motion carried.

Adjourned at 3:39 pm