

**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

### **EXECUTIVE COMMITTEE MEETING MINUTES**

**Date:** Thursday, May 28, 2020

**Time:** 1:30 p.m. – 2:00 p.m.

**Council Committee Members:** Trent Clark, BJ Swanson, Jeff McCray, John Young, Deni Hoehne, Joe Maloney

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

**Guests:**

**Call to Order at 1:31 p.m.**

**Roll Call** – Quorum met

**Review Agenda** – no changes to the agenda

#### **Idaho Rebounds – Workforce Training Proposal**

Ms. Secrist shared a list of the Coronavirus Financial Advisory Committee (CFAC) members who will be receiving the WDC's Idaho Rebounds application.

Director Revier and Director Keeley are aware that the WDC is working on this project and will be submitting an application to the CFAC. CFAC is working to get the first wave of Cares Act Funding awards out by today so the WDC's application will be reviewed in a week or two.

Ms. Secrist provided a high-level overview of Idaho Rebounds and the application the WDC is submitting to CFAC. Please see attached slides and document.

The WDC needs to survey employers for the types of training they want unemployed individuals to complete while waiting to return to work.

There will be no additional ongoing costs for the Idaho Rebounds project since it is being integrated into a preexisting platform.

How are the partners going to be made aware of the survey being sent out?

- The WDC plans to create customized e-mails for industry association leaders to forward to their members. Similar emails would be drafted for Director Revier, Director Keeley and other individuals who have access to large lists of employers.

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- It is important to also include the Technical Advisory Committees at the community colleges in the survey process.

Ms. Secrist noted that a portion of the project would be subcontracted to the Cicero Group through Strategies 360. She reviewed the S360 contract and the research component is aligned with the services we've procured. In addition, there do not appear to be limits to S360 subcontracting with our approval.

**Motion by Ms. Hoehne to approve the Idaho Rebounds Workforce Training Proposal as presented. Second by Ms. Swanson.**

It is important to share the survey with our council members, so they are able to distribute it further to their partners.

There may be questions as to why more than 50% of the grant is being spent on outreach. Ms. Solace and Mr. Young discussed how important it is to use the funds and leverage our partnerships with the other state agencies to make more people aware of training opportunities; otherwise individuals aren't likely to know about or take advantage of the opportunity. This project will help address that.

**Motion carried.**

### **July Council Meeting Update**

Ms. Secrist asked the Governor's Office and Susan Buxton at the Division of Human Resources for guidance about the July Council Meeting. The Governor's office and Ms. Buxton are both hesitant to encourage our council members travel.

Ms. Secrist presented the option to allow an in-person meeting with the Executive Committee members and the council members who live in or near Boise. The other council members will be asked to attend the meeting virtually. Ms. Buxton recommended holding the meeting in 2-3-hour blocks since it can be a hard to sit through long Zoom meetings.

The Committee directed Ms. Secrist to create a draft agenda. Ms. Secrist will present it to the Committee at the June meeting.

The Committee directed the WDC staff to send an e-mail to the full council with the updates Ms. Secrist just provided.

**Motion by Ms. Swanson to adjourn. Second by Mr. Young. Motion carried.**  
**Adjourned at 2:15 p.m.**