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WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

One-Stop Committee Meeting Minutes

April 14, 2020

One-Stop Committee Members: Jane Donnellan, ~~Shannon Brady~~, Terry Butikofer, Beth Cunningham, Korene Gonzalez, ~~Clay Long~~, Randall Kemp, ~~Jan Nielsen~~, ~~Admir Selimovic~~, Kristyn Carr, Laurel McMahan, Vicki Isakson, Molly Valceschini (proxy for Clay Long), Sarah Buenrostro (proxy for Shannon Brady), Cindy Lehmann (proxy for Admir)

Guests: Hannah Lopez, Amy Hohnstein, Mike Walsh

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

Called to Order at 10:30 AM

Welcome

Roll Call – quorum met

Review Agenda – no changes to the agenda

***Approve March 10, 2020 Meeting Minutes**

Motion by Ms. Carr to approve the March 10, 2020 meeting minutes as written. Second by Mr. Kemp. Motion carried.

One-Stop Certification Reviews

All of the One-Stop Certifications under review today meet all of the ADA requirements and are eligible for full certification.

Pocatello

Mr. Butikofer reviewed the Pocatello One-Stop Certification Review. Please see attached documents.

Motion by Ms. Valceschini to fully certify the Pocatello One-Stop Center. Second by Ms. Gonzalez.

Mr. Butikofer, Ms. Carr, and Ms. McMahan abstain.

Motion carried.

Burley

Mr. Butikofer reviewed the Burley One-Stop Certification Review. Please see attached documents.

Motion by Ms. Valceschini to fully certify the Burley One-Stop Center. Second by Mr. Kemp.

Mr. Butikofer, Ms. Carr, and Ms. McMahan abstain.

Motion carried.

Twin Falls

Mr. Butikofer reviewed the Twin Falls One-Stop Certification Review. Please see attached documents.

Motion by Ms. Isakson to fully certify the Twin Falls One-Stop. Second by Ms. Gonzalez.

Mr. Butikofer, Ms. Carr, and Ms. McMahan abstain.

Motion carried.

Boise

Mr. Butikofer reviewed the Boise One-Stop Certification Review. Please see attached documents.

Is there any way the door directly across from the visitor parking lot could be an accessible entrance? There are mobility challenges with the parking lot being halfway down the block and across the street from the main entrance, as street parking is frequently not available.

- Currently only employees are allowed to enter and exit that door. There are security concerns with letting the public enter that door. Ms. McMahan agreed to ask about the possibility of that door becoming a public entrance.

Motion by Ms. Gonzalez to fully certify the Boise One-Stop Center. Second by Ms. Cunningham.

Mr. Butikofer, Ms. Carr, and Ms. McMahan abstain.

Motion carried.

Caldwell

Mr. Butikofer reviewed the Caldwell One-Stop Certification Review. Please see attached documents.

Motion by Mr. Kemp to fully certify the Caldwell One-Stop Center. Second by Ms. Valceschini.

Mr. Butikofer, Ms. Carr, and Ms. McMahan abstain.

Motion carried.

Service Delivery Under COVID-19

The Committee requested that Ms. Secrist send information on Docu-Sign, the unemployment insurance FAQs, and job openings during COVID-19.

Labor

WIOA Update: As of the middle of last week IDOL transitioned all staff to work from home. A few weeks prior, all of the One-Stop Centers were closed to the public. IDOL is still able to do some WIOA enrollment over the phone as they are ironing out some processes (e.g. safe document exchange). IDOL is working to coordinate new work experiences for WIOA participants in places like food banks, pantries, local service organizations, etc. IDOL is ensuring that those work experiences are safe for their WIOA participants (e.g. providing masks, safety protocol training, etc.).

Unemployment Insurance Update: Many IDOL staff have been transitioned to UI to help with the workload. The amount of UI claims coming in is astronomical. IDOL is starting to get a better hold on the workload. Ms. McMahan shared that the best option is to direct people to labor.idaho.gov. An FAQ is being kept on the site that is updated daily with new information. A lot of the phone calls IDOL is receiving can be answered by the information on the FAQ. Please guide individuals to the website as a first step.

VR

As of March 18, all VR offices are closed to the public. VR is still functioning via virtual means. There are still some staff working physically in the office, but it varies by location. VR was struggling with some connectivity, but ITS is working with them to resolve the problems. Counselors are doing their best to continue providing their customers the best service possible. VR's biggest concern is the amount of people that might apply for service once the crisis begins to lift. The large uptick could put some stress on the system that VR relies on for support. VR is working with their providers to ensure there will be ample support for the amount of work that may be coming in the next few months. VR is open to any resources that partners have to offer on job opportunities that could be sent to their counselors.

CTE

All adult education sites are closed. The programs have gone virtual. This has been a challenge for students who do not have access to technology. Instructors have been doing a great job

reaching out to their students to make sure they are doing ok and keeping up with their work. Federal CTE said they will not be looking at performance data this year due to COVID-19. GED testing has been a challenge. All of the testing sites are closed. Online proctoring will not be ready until mid-May. There is no solution for GED testing in the short-term currently. CTE is also preparing for a large surge of individuals once the state begins to open back up.

Libraries

The libraries are going virtual. The libraries have access to training resources online. Libraries are expected to be inundated with requests on job seeking after the state begins to open. The libraries are collecting resources from everywhere to ensure individuals are able to get the help they are seeking. Now is the time to think about enhanced resources that could be created for the libraries to distribute.

NIC

NIC completed a WIOA enrollment yesterday. Everything but the signatures was done over the phone. The case manager meets with the individual to get the signature in a park using social distancing. It would be nice to use docu-sign to get the signatures. NIC has been using Zoom to interview clients.

The Workforce Training Center has been a bit of a challenge. NIC is working to convert as many of their programs into an online environment as they can. It has been a struggle to move those programs to a virtual environment due to the hands-on component of the courses. NIC can see innovation coming out of this process on how programs can be delivered in the future. NIC recognizes that the healthcare pipeline needs to continue flowing during this time. It has been difficult for the CNA program because training sites are not open at the moment. Some other healthcare programs have continued classroom instructions, but a lot of the other programs have to wait until hands-on classroom training can continue to finish their programs.

NIC is struggling to find an online proctoring company to work with them.

Idaho Department of Health and Welfare

All of Health and Welfare's offices are closed to the public. Most people are being served over the phone or online. A majority of Health and Welfare staff are working remotely, but some are still in the office.

Health and Welfare received direction from the federal USDA partners to allow for full SNAP allotments. Instead of receiving a certain amount based on income, individuals will be receiving the maximum amount for their family size. This has been approved for March and April. Supplement payments for March were sent out yesterday. April supplement payments will be processed in May.

They received direction from CMS not to close any Medicaid cases for any reason unless a death is reported or the individual is moved out of state.

ICBVI

All ICBVI offices are closed to the public. All but 2 offices still have a few staff working in the office. The majority of staff is working remotely. ICBVI is still taking referrals over the phone.

The rehabilitation teachers are creating training videos on different skills and the videos will be posted on ICBVI's website and YouTube channel. One of the teachers is teaching braille over the phone.

ICBVI has not cancelled their summer programs yet. College Days has been moved to online.

Community Council

Community Council's offices are closed to the public. There is still staff working in the office. The staff is meeting with clients on a limited basis and by appointment. Community Council is providing food boxes in a drive through service. The Community Council is delivering boxes to seniors, individuals with disabilities, and farm workers who are not able to come to the office. The Community Council has delivered over 200 boxes to farm workers and provided them with COVID-19 and Unemployment information and resources. The Community Council is gearing up for when their offices will be able to function virtually and for when doors are able to open again.

Commission on Aging

The US Department of Labor is allowing the Commission on Aging to put people on emergency paid leave. A majority of the participants in the state have elected to be put on the leave since they are a vulnerable population. The leave is approved through April 17. There is discussion to extend the paid leave for a few more weeks.

WIOA State Plan Goals – Discuss Next Steps

This will be moved to the next meeting due to time constraints.

Motion by Ms. Donnellan to adjourn. Second by Ms. Cunningham. Motion carried.

Adjourned at 12:00 PM