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WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

One-Stop Committee Meeting Minutes January 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

Guests: Amy Hohnstein, Salvador Vasquez, Susan Buxton, Hannah Felt

Staff: Wendi Secrist, Paige Nielebeck, Amanda Ames

Called to Order at 10:32 AM

Welcome

Roll Call – quorum met

Review Agenda

Move One-Stop Certifications to the February meeting.

***Approve December 10, 2019 Meeting Minutes**

Moved to the February meeting.

***One-Stop Certification Reviews**

Moved to the February meeting.

Integration of Statewide Assessment into WIOA State Plan

At the December meeting the One-Stop Committee reviewed the project plan for development of the WIOA State Plan. One of the sections in the WIOA State Plan has each of the core partners describe how they will conduct evaluations and research projects on activities under WIOA core programs. Ms. Secrist asked the committee to consider adding a statewide/systemwide assessment into the WIOA State Plan. IDOL has a new service delivery model and that could be something the One-Stop Committee will want to look at as a model for

other entities serving rural and remote Idaho.

The One-Stop Committee also needs to start helping the partners improve referral processes. There are few co-enrollments going on within the core programs. The Committee could look at evaluating the core program co-enrollments at the end of the 4-year period to establish a baseline. The One-Stop Committee has also committed to improving employer services.

If added to the State Plan, an assessment could be completed in year 3 or 4 of the plan. Alternatively, it could be done informally as sharing of best practices, so the assessment does not become something that has to be reported.

Vocational Rehabilitation does a 3-year needs assessment, but the assessment does not line up with the timing of the WIOA State Plan. Vocational Rehabilitation will do their statewide needs assessment more frequently than what is required to keep in line with the WIOA State Plan. Language could be added to the WIOA State Plan to give flexibility on when assessments are conducted. The assessment would be more of an evaluation of the work that the One-Stop Committee has done and what needs to be changed. The assessment would look at the whole One-Stop system rather than each entity individually.

The Committee should start by reviewing each entities' evaluations instead of building new infrastructure. This would help the Committee see what information is already being gathered and how all of the data could be integrated. The data might inform the Committee how the system is working.

Ms. Secrist and Mr. Barrera will add in language to the state plan.

Review Economic & Workforce Analysis

Ms. Secrist walked through the Economic & Workforce Analysis. Please see attached document.

Once Ms. Secrist gets the updates from IDOL, she will send them out to the Committee. The WIOA Advisory Group on Friday is going to look at this document against the State Strategy to ensure alignment.

Update on Infrastructure Cost Sharing

Ms. Carr and Ms. Secrist met with US Department of Labor (USDOL) and walked them through where the Committee is with cost sharing agreements. USDOL is going to issue a finding that the cost sharing agreements are not signed yet. USDOL said they are impressed with the work that has been done on the cost sharing agreements and that Idaho is not alone in not having them signed yet. Ms. Secrist and Ms. Carr asked about including Live Better Idaho in the cost sharing agreement and the fact that Health and Welfare did not want to collect money for the service. Overall, USDOL did not like that a website is being included in infrastructure costs. If Live Better Idaho is the online One-Stop system, USDOL suggested that Idaho Works, as the state labor exchange, be incorporated into the cost as well.

USDOL likes that participant counts are being used to allocate costs. USDOL did give some alternative ways to allocate the costs (one would be through referrals). Currently, the data being collected by the entities does not reflect the accurate number of referrals. More referrals are being made than may be reflected in the data.

The next step will be to look at what data is being captured for referrals from the comprehensive centers and to redo the allocation methodology.

***AJC Certification Policy – Review Final Draft**

Ms. Secrist reviewed the draft AJC Policy that incorporates some of the changes that were made. Ms. Secrist also integrated some information from other states and started working on the checklists. Please see attached document.

Why is the cost-efficient manner in the policy?

- These changes are coming from either the TEGE or Colorado or Washington.
- Operating in a cost-efficient manner is in the CFR. (361-800)

ADA assessments must be conducted annually. The one-stop offices need to have a continuous improvement plan to fix ADA compliance deficiencies. The Committee needs to have language in the AJC Certification Policy that allows the Committee to determine how long a center will be allowed to be provisionally certified. The Committee also needs to determine how to move from provisional to full certification.

Who will be developing and integrating customer surveys?

- That will be integrated into the duties of the One-Stop Operator.

Ms. Secrist reviewed the One-Stop Certification Criteria that is being updated. Please see attached document.

Entities have difficulty doing self-assessments because they are not experts in 508 compliance. Vocational Rehabilitation is conducting a training to help staff be able to better understand how to self-assess.

Motion by Mr. Butikofer to adjourn. Second by Ms. Carr. Motion carried.

Adjourned at 11:54 pm