

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

Apprenticeship Committee Meeting

Date: Wednesday, February 26, 2020

Time: 2:00 PM – 3:00 PM

Committee Members: Audrey Fletcher, ~~Dave Hannah~~, Kelly Kolb, ~~David Moore~~, Wendy Lundberg, ~~Scott Rasmussen~~, ~~Travis Woolsey~~, ~~Adrian San Miguel~~, Davy Gadd, Doug Park, Michelle Holt, Sean Kelly, ~~Ed Husky~~, Gina Robison, Marie Price, Gary Salazar for Scott Rasmussen

Guests: Christi Gilchrist

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

Call to Order at 2:01 PM

Roll call - quorum met

Review Agenda

On the last agenda item Ms. Secrist will also discuss the grant CTE is receiving from USDOL for apprenticeships.

Approve January 22, 2020 Meeting Minutes

Motion by Mr. Park to approve the January 22, 2020 meeting minutes as written. Second by Ms. Price. Motion carried.

Finalize Recommendation to the Council on WBL Support

Ms. Secrist reviewed the Apprenticeship Committee objectives. Please see attached document.

The goal of the meeting is to create a recommendation on work-based learning (WBL) to take before the Council in April.

When discussing expanding WBL in Idaho, the focus is on the LEADER continuum. The continuum is to encourage partner to grow activities in many areas of WBL.

Mr. Park reviewed the WBL Brainstorming prioritization. Please see attached document.

- The percentages represent the amount of people who voted for that item as a high priority item.
- Number 1 (“What is the role of the intermediary and who is that intermediary? Who is connecting the employers and the students? [7%]”) and number 8 (“Employers need coordinated approach through intermediaries. [8%]”) should be combined. This would put the combined item at 15%.

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

- Looking at the results of this exercise shows that a WBL system needs to be created. It was nice to see that the Committee members recognized that WBL is going to be a system and not a one-time project. There are many WBL activities being funded and started that the WDC needs to coordinate. The items in green on the list are the items that need to rise to the top of being part of the WBL system.
- It would be beneficial to combine some of the items to provide a richer focus/strategy for the WDC.
- It is important to remember that all of the information needs to be synthesized down to a recommendation to the Council (e.g. The Apprenticeship Committee recommends that across entity partnerships a system needs to be established by which WBL is scaled and elevated in Idaho. The system needs to include the characteristics of...).
 - Between the February meeting and the next committee meeting, Ms. Secrist and Mr. Park could work on synthesizing the statements down to action items.
- The Committee needs to decide if the Committee will support WBL work or if the work needs to be supported by another committee or entity.

The Committee would like to take the system structure, narrow it down to a few actionable items, and review the item in March. The Committee can then decide what items are a priority.

Update on IDOL Apprenticeship Funding

Ms. Robinson provided an update on USDOL Apprenticeship processes.

- The Backlog - 11 standards or adding occupations were in backlog.
 - 4 of those have been completed
 - 5 are now in process.
 - 1 was never in the backlog officially. The company backed out.
 - 1 is a high school and cannot be a sponsor, but contact is being made.
- 2 new (not on backlog) sponsors have been registered.
- 3 new standards are in process.
- 114 employers and organizations have been entered into CRM so far. Contact has been made with approximately 100. Some need technical assistance for existing sponsorship, others are pursuing sponsorship.
- We discovered a gap of 2018 and 2019 apprentice data in December. We are entering that information into the IdahoWorks system

Ms. Robison provided an update on IDOL trainings.

- A 3-day comprehensive Apprenticeship Coordinator training of apprenticeship staff was conducted on 1/21-1/23.
- IDOL staff webinar training entitled *Registered Apprenticeship 101 – The Basics* is being conducted on Feb 6 to all local staff.
- IDOL staff webinar training entitled *Registered Apprenticeship 102 – Beyond the Basics/Assigning Supportive Services* is scheduled for Feb 27 for selected staff.

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

- IDOL staff webinar training entitled *Registered Apprenticeship 103 – Understanding STRAP* will be scheduled for later spring.

Ms. Robison provided an update on events that she and Ms. Boozer will be attending on behalf of IDOL to promote apprenticeships.

- Jinny spoke at 2 One Stop Workshops in January.
- Gina is speaking at Centennial HS on Feb 27, Kuna HS on March 5, and Rocky Mtn. HS on March 5
- Jinny is speaking at Tools for Life on March 10.
- In partnership with ApprenticeshipIDAHO, USDOL, WDC, and IBE, Dennis Technical Education Center (CTE) is hosting an Apprenticeship Accelerator event on April 15.

Ms. Robison provided an update on infrastructure. Several systems have been put in place to begin streamlining and support processes.

- MIS (IdahoWorks) system now has the capability to track and manage apprentices, sponsors, and employers.
- A CRM system is being populated and utilized to better track the leads, sponsorship projects, outreach events, and technical assistance provided.
- A strategic plan, communications/outreach strategy have been drafted.
- New agreements, invoice templates and an incentive/disbursement methodology have been designed.
- New handouts have been designed. The Toolkit document is under final revision and will be out shortly. A key design point is creating a checklist or trail graphic that demystifies the steps for employers in creating an RA program.

Ms. Robison provided some clarity for the Committee on funding methodology.

- Four kinds of disbursements:
 1. Reimbursements to **Group Sponsors** for the development of approved RA standards, registration of apprentices in RAPIDS and IdahoWorks, and continued performance of sponsor duties and services. Reimbursements range from \$5,000 to \$40,000
 2. Reimbursements to **Employer Sponsors** for the development of approved RA standards, registration of apprentices in RAPIDS and IdahoWorks, and continued performance of sponsor duties and services. \$1,500 per apprentice. Maximum reimbursement is \$3,000.
 3. **Employer RTI & OJL reimbursement** – maximum reimbursement is \$1500 per apprentice.
 4. **Apprentice Support Services** - RAP Supportive Funds are utilized when apprentice has limited resources that create barriers to be able to obtain apprenticeship employment. RAP funds can be used to offset WIOA disbursements when applicable. Discretion is given to case tracker to monitor available WIOA funds and determine client's eligibility. RAP Supportive Services may include reimbursement for: dependent care, transportation, medical assistance, residential support for out of area training, tools, books, supplies, cash assistance for one-time, unanticipated emergency, out of area job search assistance, relocation assistance. Limit of disbursement is \$200 per apprentice.

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

- An IDOL agreement outlining the expectations of performance must be signed before any reimbursements are made to sponsor or employer.
- New agreements, invoice templates and an incentive/disbursement methodology have been designed.

Incentive Funding for Youth Apprenticeships

Mr. Kelly is working with the Partnership for Advancing Youth Apprenticeship (PAYA). PAYA is partnering with other entities that have successfully developed youth apprenticeship programs. USDOL created a grant for Jobs for the Future to allow all the entities to access resources to support youth apprenticeships. USDOL is finalizing the details on how to gain access to the funds. Through the PAYA grant and the PAYA network DTEC is part of, JFF and PAYA consultants are coming to Idaho April 15 to help businesses through the registration process. This will be hosted at DTEC.

CTE received a grant from USDOL for \$2 million to expand apprenticeships within the postsecondary system. CTE is meeting with USDOL next week to refresh the agreements made in the grant application. The grant targets what is known as H1-B occupations. These occupations are typically higher-level occupations (cybersecurity, healthcare, manufacturing, etc.). Idaho is planning to use the Harper College "Apprenticeship on Demand" model. The grant is 4 years and CTE has committed to 2,200 new apprentices in Idaho by the end of the grant period. IDOL committed to 445 new apprentices in 3 years in the grant they received. There is a big opportunity here to use the funds to create a strong infrastructure. At the next meeting, Mr. San Miguel will give an update on the grant.

Last fall the Committee worked on a communication plan and sent an outreach project application before the Outreach Committee. The Outreach Committee funded the Apprenticeship Committee's request to create outreach materials for apprenticeships. The materials are now available and ready to be used. Ms. Nielebeck will send out a link to the site where the materials are being housed. The materials will also be on the SharePoint site Mr. Thomsen is creating for the Committee.

Motion to adjourn by Marie Price. Second by Mr. Kelly. Motion carried.
Adjourned at 3:04 PM