

**BRAD LITTLE**  
GOVERNOR

**Wendi Secrist**  
Executive Director



**Deni Hoehne**  
Chair

**B. J. Swanson**  
Vice Chair

## **WORKFORCE DEVELOPMENT COUNCIL**

317 West Main Street, Boise, Idaho 83735-0510

### **Workforce Development Policy Committee Minutes**

**Date:** Tuesday, January 12, 2021

**Time:** 3:00 p.m. – 3:30 p.m.

**Committee Members:** BJ Swanson, Jason Hudson, Christi Gilchrist, Todd Schwarz, John Smith, Scott Syme, Lori Wolff, Jani Revier, Tom Kealey, Tom Schultz, Clay Long

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

**Guests:**

**Call to Order at 3:00 p.m.**

**Roll Call** – Quorum Met

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

#### ***Financial Assistance for Short-Term Training – Policy Updates for Council***

The Committee moved forward a policy that allowed the Executive Director of the WDC to make exceptions for training programs whose cost was higher than the \$2,000 cap and was in high demand. Ms. Secrist met with Ms. Swanson and Ms. Hoehne to express the concern that there may be challenges with equity and implementation of this change.

Ms. Hoehne suggested that an easy solution may be to increase the funding cap for the program. The Policy Committee decides what courses are added to the short-term training list. If a program request comes through that the Committee thinks is not in high enough demand, the Committee can decline adding it the list Ms. Secrist reviewed the changes to the policy. Please see attached document.

Discussion:

A \$7,500 cap for higher cost programs provides a lot of flexibility. The reimbursement would still be based on the individual's income. It is important for the individual to have personal investment in their training.

How are the payments going to be issued?

- The process for these payments is already in place at the WDC. A voucher is issued to the trainee, the voucher is given to the institution, and the institution then invoices the WDC for the training.

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Just over 800 individuals completed the Idaho Launch form on the web site. 77 vouchers have been paid, totaling \$145,000. Out of the 800 that submitted the forms, many individuals qualified for other programs (e.g. WIOA programs).

In 6 months, the Committee would like to discuss giving Ms. Secrist some discretion in the approval process. This timeline will allow for the WDC to collect data on the program and look where it may be appropriate.

**Motion by Mr. Kealey to recommend approval of the Financial Assistance for Short-Term Training policy to the Workforce Development Council as presented. Second by Mr. Schwarz. Motion carried.**

**Motion by Mr. Schwarz to adjourn. Second by Mr. Smith. Motion carried.**  
**Adjourned at 3:15 p.m.**