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WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

One-Stop Committee Meeting Minutes

April 13, 2021

One-Stop Committee Members: Jane Donnellan, Shannon Brady, Terry Butikofer, Beth Cunningham, Korene Gonzalez, Admir Selimovic, Adrian San Miguel, Kristyn Carr, ~~Vicki Isakson~~, ~~Amelia Valasek~~

Guests: Susan Buxton, Dan Cabrera, Hannah Lopez

Staff: Wendi Secrist, Paige Nielebeck, Sarah Nash, Amanda Ames

Called to Order at 10:30 a.m.

Welcome

Roll Call – Quorum Met

Review Agenda – No changes to the agenda

***Approve March 9, 2021 Meeting Minutes**

Motion by Ms. Carr to approve the March 9, 2021 Meeting Minutes as written. Second by Mr. Butikofer. Motion carried.

Update from Susan Buxton

Ms. Buxton became the EO Officer when the WDC became an independent agency. The One-Stop Committee has been able to address many issues and solidify processes. Currently, there are no questions raised by USDOL with regard to the State Plan. Working through the Committee has been a very successful partnership. Idaho is now one of the states in better compliance.

Ms. Buxton's last day with IDHR is Friday. The Committee is very appreciative of all the work and support Ms. Buxton has provided.

One Stop Operator Update

EO Survey Update

Ms. Nash heard back from IDHR on the EO Survey gender question. IDHR would like Ms. Nash to add a “prefer not to answer” option.

The Spanish version of the survey has been created. The English and Spanish versions will be sent to each of the agencies. Each agency will need to populate the survey in SurveyMonkey. Ms. Nash is willing to help as needed.

Discussion

How often is EO Survey data sent to Ms. Nash?

- The report is due to DHR in September. The only part Ms. Nash collects is evidence that DHR has been sent a copy of the report.

The updated survey is leaps and bounds ahead of where the survey was 3 years ago.

Business Services Training

All of the agency staff members assigned to the training should have gotten the invitation. If anyone is unable to attend or did not receive an invitation that should have, please contact Ms. Nash.

The first training is April 20 from 2:00 p.m. – 3:30 p.m. The second training is April 29 from 9:00 a.m. – 11:00 a.m.

Pocatello One-Stop

The Pocatello One-Stop was recertified last week. Next month Post Falls and Sandpoint will be reviewed for recertification. The Committee will review them at the June meeting.

Infrastructure Cost Sharing – One-Stop Operating Budget & Locations and Services

One-Stop Operating Budget

Ms. Nash reviewed the One-Stop operating budget. Please see attached document.

Discussion

Live Better Idaho will not be a contribution going forward. Live Better Idaho is anticipated to be decommissioned by June.

Future the One-Stop budgets could have shared costs for:

- Funding for State EO Officer
- One-Stop Operator Contract

Locations and Services

Ms. Nash reviewed a list of updated One-Stop Locations and Services for Region 6. Please see attached document.

Discussion

The MOU's are almost complete for Regions 6. The goal is to ask the One-Stop Committee to approve the regional MOU, with the integrated infrastructure cost sharing in May. The earliest there would be any funds changing hands would be December 2021. We anticipate the numbers will be small. The partners have the option to donate books, equipment etc. to support the comprehensive centers.

WIOA Local Area Set-Asides – Process for PY21 and PY22

Ms. Secrist reviewed the WIOA Local Area Set-Asides Memo and the flow of WIOA funds. Please see attached documents.

Discussion

The WDC completed this process for the first time last year. A lot of the programs funded with the recaptured funds did not get started up as quickly as we hoped. Ms. Secrist is bringing a recommendation to the full council to approve set-asides for these projects to continue getting established.

Next year, Ms. Secrist would like to involve the Committee in the discussion of what local area activities are supported. This discussion will start in February or March 2022.

**Motion by Mr. Butikofer to adjourn. Second by Ms. Gonzalez. Motion carried.
*Adjourned at 11:14 a.m.***