

**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

### **Work-Based Learning Committee Meeting**

**Date:** Wednesday, August 25, 2021

**Time:** 2:00 PM – 3:30 PM

**Committee Members:** Audrey Fletcher, David Moore, Sean Kelly, Ed Huskey, Gina Robison, Marie Price, Maureen O'Toole, Debbie Ronneburg, Jan Nielsen, Sherry Maupin, Elizabeth Hoeper, Vicki Isakson, John Russ, Ryan Gravette

**Guests:** Chet Andes, Leslie Losh

**Staff:** Caty Solace, Jeffrey Bacon, Matthew Thomsen, Stacy James

**Call to Order at 2:01 p.m.**

**Roll call** - Quorum not met

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

#### **July 28, 2021 Meeting Minutes Review**

Due to not meeting quorum, this item will be moved to the next meeting.

#### **Committee Meeting Date Discussion**

Mr. Thomsen received survey results to move the monthly WBL meeting. The monthly meeting will move from the 4<sup>th</sup> Wednesday of the month to the 1st Thursday of the month. The next meeting will be October 5<sup>th</sup>, 2021.

#### **Work-Based Learning Survey Discussion Continued**

Mr. Thomsen reviewed the WBL survey. Please see attached document.

#### **Externships**

“Individual earns wages and/or academic credit and/or industry credential.”

- Value placed on credits or credentialing vary among industry, employers, and academia.
- The committee would like to mark this item as medium importance.

“How important is it that employers engaged in work experience provide the following: Help interview and select individual.”

- The committee would like to mark this item as medium importance.

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“How important is it that employers engaged in work experience provide the following: Integrate individual into company teams and facilitate regular engagement with employees.”

- Dependent on employer and industry best practices.
- The committee would like to mark this item as medium importance.

### Mentorship

“Individual earns wages and/or academic credit and/or industry credential.”

- Mentor, not mentee, has the burden of providing knowledge and/or guidance.
- The committee would like to mark this item as low importance.

“Individual is provided with opportunities for networking within the organization and/or industry.”

- Dependent on individual employer and industry best practices.
- The committee would like to mark this item as medium importance.

“Ensure individual is prepared with regard to essential skills and required technical skills; if applicable, deliver pre-WBL curriculum and/or orientation to prepare individual.”

- Low expectation the individual will have had any preparation or orientation prior to mentorship.
- The committee would like to mark this item as low importance.

“Screen applicants and facilitate interviews/placements.”

- Opportunity for applicant to gain experience creating a resume and scheduling an interview.
- Applicant submission is not a factor for acceptance.
- The committee would like to mark this item as high importance.

“Manage payroll and liability logistics (if applicable).”

- Not typical role of a mentor.
- Situation dependent.
- The committee would like to mark this item as high importance.

“Award Coordinate award of academic credit to individual.”

- Accreditation scarcity is a barrier.
- The committee would like to mark this item as low importance.

“Intentionally connect WBL experience to career technical education pathway, Individualized Learning Plan (ILP), and/or academic curriculum.”

- What is the instructor teaching and what is the mentor teaching?
- Individualized Learning Plan is it a mentorship plan or is it a formal plan? How do we update?
- The committee would like to mark this item as low importance.

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“How important is it that employers engaged in mentorships provide the following: Help interview and select individual.”

- Employer best practices may include/exclude participating in the selection process.
- The committee would like to mark this item as medium importance.

“Pay wages to individual.”

- Individual/Student is learning and observing not responsible for “doing the work”.
- The committee would like to mark this item as low importance.

“Provide opportunities for individual to have ownership of distinct projects in addition to day-to-day work.”

- Mentorship program is providing guidance not giving ownership to projects.
- The committee would like to mark this item as low importance.

“How important is it that Individuals engaged in a mentorship receive the following: Successfully complete application and/or work readiness training prior to the WBL experience.”

- Work readiness training should be incorporated into the WBL experience.
- The committee would like to mark this item as low importance.

### **Internship**

Develop definition for internship. Recognize an internship neither needs a sponsor nor to follow a standardized written program. Proposed alternative definition: “A paid or unpaid experience for an individual in which they work within an organization to gain professional experience for which they may or may not receive academic credit.” Mr. Thomsen to expand the definition examples at the next meeting.

This discussion will be continued at the next Committee meeting.

**Motion by Ms. O’Toole to adjourn. Second by Ms. Losh. Motion carried.**  
**Adjourned at 3:33 p.m.**