

BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

John Young
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

Grant Review Committee Meeting Minutes

Date: Tuesday, July 26, 2022

Time: 3:00 PM - 4:30 PM

Committee Members: Brian Cox, Jake Reynolds, Jay Larsen, Jeff Greene, Jenni Bradford, Joe Maloney, Kelly Kolb, Rico Barrera

Staff: Rebecca Watson, Matthew Thomsen, Stacy James, Amanda Ames, Jeffrey Bacon

Guests:

Called to order at 3:01 p.m.

Welcome

Roll Call – Quorum met

Review Agenda – No changes

Review June 28, 2022 Meeting Minutes

Motion by Mr. Larson to approve the June 28, 2022 Meeting Minutes as written. Second by Mr. Reynolds. Motion carried.

WDTF Financial Summary

WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2022 Budget
For the Period July 1, 2021 - June 30, 2022

WDTF				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 403,100	\$ 393,678	\$ 72,630	98%
Personnel	\$ 403,100	\$ 393,678	\$ 72,630	98%
Administrative Services & Supplies	\$ 6,000	\$ 3,591	\$ 3,929	60%
Communication Costs	7,500	11,081	(1,630)	148%
Computer Services & Supplies	26,500	18,873	9,395	71%
Contracts, Events & Other Council Activities	528,500	528,851	231,334	100%
Employee Development, Memberships & Subscriptions	7,500	2,377	(2,087)	32%
Employee Travel Costs	14,900	11,319	6,703	76%
Rentals & Operating Leases	8,500	9,080	1,602	107%
Government Overhead & Insurance	3,000	2,732	2,817	91%
Operating Budget	\$ 602,400	\$ 587,904	\$ 252,063	98%
Grand Total	\$ 1,005,500	\$ 981,582	\$ 324,693	98%

Trustee and Benefits	Beginning Balance	Disbursements	Ending Balance
Grant Reimbursement(s) Spending Authority	\$ 11,750,000	\$ 4,547,369	\$ 7,202,631

WDTF Financial Summary	
WDTF Cash Balance 6/1/2022	\$ 14,184,370
Revenue	13,537
Interest	10,006
Payments	520,758
WDTF Cash Balance 6/30/2022	\$ 13,687,155
Obligated Employer Grants	\$ 1,698,202
Obligated Industry Sector Grants	5,865,189
Obligated Innovation Grants	1,039,066
*Obligated Outreach Projects & Allocated Budget	429,998
**Short Term Financial Assistance Program	2,206,861
FY22 WDTF Admin Costs	67,146
Obligated Balance	\$ 11,306,462
Unobligated Balance	\$ 2,380,693
Proposals Under Review	448,017
Unobligated Balance if all funded	\$ 1,932,676

WDTF Revenue			
Month	Transfer In	Interest	Collection Cost
July	\$ 232,883	\$ 3,453	\$ -
August	779,173	3,331	-
September	5,115	3,430	-
October	-	4,040	-
November	865,303	4,170	57,072
December	15,741	3,660	-
January	187,079	3,632	-
February	532,462	3,582	13,178
March	12,533	3,798	-
April	242,610	5,000	-
May	998,547	6,645	65,322
June	13,537	10,006	-
FY22 Totals	\$ 3,884,983	\$ 54,746	\$ 135,571

*Includes all Outreach funding made available for the Committee to allocate for FY22.
 **Includes all Launch funding made available for FY22.

Discussion:

- What is the spending authority for FY23?
 - Yes, it will be \$7.6 million.
 - There is a difference between what has been granted and what can be spent. The staff can attempt to bring a more reconciled budget to the Committee next month.

Boise State University STEM PIPE Industry Sector Grant

Boise State University Industry Sector Grant application proposes that funds be awarded to support a STEM-PIPE program that will help train more STEM educators in rural Idaho. Grant funds will be used to support mentor teachers and the Regional STEM Specialist who would be providing direct, in-classroom support to the STEM teacher fellows as they transition to become classroom teachers. BSU will train 16 educators and 16 mentors over the grant period. The WDTF grant will be used as match for a Nation Science Foundation Grant the University is applying for in late August. The NSF grant request of \$1.5 million will go towards paying the tuition and salary stipends of program participants.

WDTF Request: \$192.5K

Discussion:

This is a need in Idaho and an innovative approach to bringing certified education training sustainability.

Boise State is working with the STEM Action Center to support this program.

Motion by Mr. Reynolds to recommend approval of the STEM PIPE Industry Sector Grant in the full amount of \$192,500 to the Executive Committee. Second by Ms. Bradford. Motion carried.

Ground Force Employer Grant

Ground Force Worldwide engineers, manufactures, sells, and supports mining and construction Equipment out of their 8,500 sq. ft. facility in Post Falls, Idaho. Ground Force has seen substantial growth throughout the last few years as well as experiencing high turnover. The employer is challenged with promoting employees from within due to a need for training. The employer is currently working with North Idaho College to develop an operations registered apprenticeship program. The program will be used to train 60 existing workers who will be enrolled as registered apprentices. 30 New employees will also be given the opportunity to go through a future operations apprenticeship program. This apprenticeship is being developed to include classes and trainings to give employees the skills to take on new positions within the company as well as develop transferrable skills.

WDTF Request: \$179,564.64

Discussion:

The Committee feels that this fits the WDC's goals to fund solid companies with a desire to inject the economy with a skilled labor field.

Ground Force will be providing an additional dollar per hour across the board, with the Sales Manager position receiving a \$6 / hour raise.

Motion by Mr. Larsen to recommend approval of the Ground Force Application for the full amount of \$179,564.64 to the Executive Committee. Second by Mr. Reynolds. Motion carried.

AZEK Employer Grant

AZEK manufactures low maintenance decking and environmentally sustainable outdoor living products from recycled wood and plastics. AZEK will train 26 existing workers and 50 new workers during the two-year period of the grant. Employees will receive both internal and external training that will provide long-term technical skills.

WDTF Request: \$75,944.80

Discussion:

AZEK is based in the Midwest and moved out here to have a West Coast distributor. The one sticking point is that there is no wage increase for existing workforce. Staff noted that the employer has only started operation within the last couple of months. The existing workforce is new to the company and still needs additional training. The wages being paid to the new existing workforce is above the country average wage and a higher amount was needed to fill most positions.

Are they asking for normal-cost-of-business training?

- Train the trainer is a good method of doing business and is a model the Committee wants to encourage.

Motion by Mr. Reynolds to recommend approval of the AZEK Employer Grant for the full amount of \$75,944.80 to the Executive Committee. Second by Ms. Bradford. Motion carried.

The Committee doesn't feel comfortable fielding subjective questions of normal-cost-of-business training continually. Can a test or a rubric be created to help identify these?

- The Committee would like to look at this in the future in order to remove the subjectivity of this question.
- This issue will be brought to Ms. Morrow and the Policy Committee and may call for a Joint Policy/Grants Review Committee Meeting soon.

Motion by Mr. Maloney to adjourn.

Meeting adjourned at 3:53 p.m.