

BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

John Young
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

514 W Jefferson St, Ste 131, Boise, Idaho 83702

Child Care Expansion Grant Review Meeting Minutes

Date: Friday, August 4, 2023
Time: 9:00 AM - 11:00 AM

Committee Members: Sarah Griffin, Emily Allen, Anna Almerico, Renee Bade, Martin Balben, Ben Davidson, ~~Lori McCann~~, Caroline Merritt

Staff: Wendi Secrist, Amanda Ames, Jenny Hay, Denise Hill

Guests: Marjorie Owen (proxy for Aubrie Hunt - DHW)

Called to order at 9:03 AM.

Welcome

Roll Call – Quorum Met

Review Agenda – No changes to the agenda.

Review date, July 7, 2023 Meeting Minutes

Motion by Ms. Renee Bade to approve the July 7, 2023 Meeting Minutes as presented. Second by Mr. Ben Davidson. Motion carried.

Proposed Application Review Process

Amanda Ames

- Public Safety Applications to be reviewed as they come in.
- For applications not specific to public safety, depending on the number of applications received, Committee will need to review and score over multiple meetings.
- Prior to Committee review:
 - Application submitted and reviewed by staff for eligibility and completeness.
 - If it doesn't qualify, will be returned to applicant for corrections.
 - Applicants will be given 1 – 2 weeks to submit revisions by a specific date.
 - Only eligible applications will be brought to committee.
 - Once all applications are reviewed and scored by Committee, we will set a date for a funding meeting to make award decisions.
 - Process to be documented.

Update on Letters of Intent and Information Session

Amanda Ames

- 80 received.
- Information session went well.
- FAQ being built from questions.
- 18 in draft, 1 completed, 5 weeks to go.

Public Safety – Potential Applications Update

Amanda Ames

- 23 letters of intent received, marking “yes” to their projects specifically serving those employed in public safety.
 - Of the 23 letters of intent received, only 8 included a scope of work outlining how their project would specifically fulfill the needs of public safety personnel.
- Definition/clarification will be provided.

Small Provider Procurement Update

Wendi Secrist

- No update – approval not yet received.
- Resolution coming soon.
- Small providers were not required to go through LOI process.
 - Need start date and due date.
 - 1st 80 in early Dec
 - Executive Committee approved the small provider set aside to be reserved until May 1 (applications due March 1, 2024)
 - Remaining funding from the set aside can revert to pool for larger providers in May.
 - For those small providers that submitted an LOI
 - Can't offer the option of procured technical assistance until a contract is in place.
 - Current apps approved, will draw on \$4M.
 - If submitted by September 15th will these small provider applications go into initial pool?
 - Is it a disadvantage if they don't have the Wonderschool option?
 - We can encourage them to go into the Wonderschool process.
 - 5 LOI received by staff from small providers.
 - “Small provider” defined by this program as 12 or less seats.

Project Updates

Amanda Ames

- No reimbursements in July due to Luma transition
 - Cookies & Milk – is pretty much done with their project and have created and filled the additional 40 seats from their project scope.
 - Lucky Duck has completed their project and created over 300 new seats. They are currently enrolling children.
 - Lewiston – Tiny Tots is moving forward with their project and have already increased enrollment.
 - Giraffe Laugh moving forward (Oct)
 - Teton - moved house, prepping location for placement.
 - Gearing up for reimbursement requests to begin rolling in now that we can begin moving payments through the state accounting system after the update.

- A couple projects have not communicated since offered an award. Staff may have to provide a deadline to move forward or revert funding.
- Team is providing guidance to ensure they have sustainable foundation.
- Employer partnership – still clarifying matching dollars.
- Another info session is being planned.
- After school programs – Staff working on providing technical assistance to those inquiring about how to best present these projects in the application.
- Spanish Interpretation is being provided during the information sessions.
 - Currently have several documents out for Spanish translation.

Committee Discussion

All

- First public safety application review will be in 2 weeks.

Ms. Emily Allen motioned to adjourn by unanimous consent. The meeting adjourned at 9:41 AM.