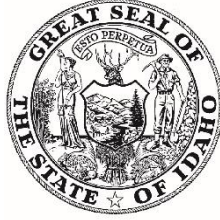


**BRAD LITTLE**  
GOVERNOR

**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, September 1, 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, Jenny Hay, Denise Hill, ~~Amanda Ames~~

**Guests:** Marjorie Owen, Idaho Dept of Health & Welfare

**Called to order at 9:02 AM.**

**Welcome**

**Roll Call** – Quorum Met

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

**Review date, August 4, 2023 Meeting Minutes**

**Motion by Mr. Martin Balben to approve the Meeting Minutes as presented. Second by Mr. Ben Davidson. Motion carried.**

#### **Small Provider Procurement Update**

**Wendi Secrist**

- Negotiation complete
- Agreed to all edits to proposal/contract.
  - Perf based payments
  - 1/3 funding upfront.
  - 1/3 first 25 through
  - Final bill after final 25
  - Affirmed won't require continued use by providers.
  - 2 yrs. access by providers/ 1:1 coaching
  - Agreed unique set of providers.
  - Clarified fed grant management removed to "grant", using our budget materials.
  - Next step – contract in place

- They are excited to begin.

**\*Child Care Expansion Grants**

**Jenny Hay**

- NELF
- Rubric review
  - Goals – yes
    - Readiness: permits in place, agreement in place, and contractor ready, impressed with readiness, staff survey, researched partnering availability, breaking ground Sept. 2023
  - Employer partnership – 3 extensive developments
  - Barriers & Needs – 3 well documented and surveyed.
  - Serves desert – 1 Service area encompasses Quartile 3
  - Needs met in community/ current available slots – 3 well addressed.
    - Saving one slot each age for emergencies meets unique PS need.
  - High quality care – 3 well established and reputable, access to additional resources
  - Hours of operation – 3 very extensive, 17 hours per day 7 days per week
  - Business plan – 3 supplemented by application responses, up-front capital, and sliding-scale options.
  - Staff recruitment & retention – 3 above market compensation packages.
  - Fiscal structure/ budget – 3 Strong capital support, project costs aligned.
  - Compacity to complete project – 3 capital and community support, high likelihood for success

**Uncontracted Projects**

**Jenny Hay**

- De-obligation of funds
  - Tamarack Resort – re-engaged this week.
  - Get Ready to Learn, Kuna! – re-engaged this week.
    - Ok to keep moving or contract deadline?
      - Deadline Sept 30
    - Currently working risk assessment
- 1 non-responsive – will withdraw funding, communicating today 30-day response.
- 2 confirmed their projects will not move forward.
  - Amount below FY23 partial awards
- 1 applicant great situation - Preston
  - Lost property, currently looking for another location.
  - Risk assessment complete
  - Give an additional 2 months – Oct. 31<sup>st</sup>.
    - Status update, letter out today
  - Small provider score 25

**Out of School Rubric**

**Jenny Hay**

- Hours of operation scoring clarification
  - 3 – More than 300 hours per year, 112 days per year, at least 40 hours during summer

- 2 – Minimum of 300 hours per year, 112 days per year, limited summer hours
- 1 – Minimum of 300 hours, 112 days per year, no summer
- 0 – Less than 300 hours and less than 112 days, no summer

**Committee Roundtable Discussion**

- Currently 36 applicant drafts
- 2 possibly scored next meeting if complete, agenda item to speak to Public Safety applicants.

**Unanimous consent motion by Ms. Renee Bade to adjourn. Second by Mr. Martin Balben.**

**The meeting adjourned at 10:25 AM.**