

**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

### One-Stop Committee Meeting Minutes

**Date:** Tuesday, October 10, 2023

**Time:** 10:30 AM-11:00 AM

**One-Stop Committee Members:** Jane Donnellan, Terry Butikofer, Beth Cunningham, ~~Kerene Gonzalez~~, ~~Admir Selimovic~~, David Shakespear, ~~Korey Mereness~~, Paige Bongiorno, Amelia Valasek, Kristin Matthews, Kristyn Carr

**Guests:** Ricco Barrera, IDOL

**Staff:** Wendi Secrist, Denise Hill, Sarah Nash, Rebecca Watson

**Called to Order at 10:34 a.m.**

### Welcome

**Roll Call** – Quorum Met

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

### **\*Approve August 8, 2023 Meeting Minutes**

- Janelle McDonald member, not guest
- Motion Janelle “McDonald”
- EO Reports due to Janelle McDonald

**Motion by Ms. Paige Bongiorno to approve the August 8<sup>th</sup> minutes with the edits. Second by Ms. Kristyn Carr. Motion carried.**

### One-Stop Update

Sara Nash

- State-wide One-Stop Partner Meeting
  - Will be in the Spring.
  - Decision needs to be made on what to do and how we do it.
  - Potentially virtual
  - Potential Topics
    - AI/ Emotional Intelligence
      - How agencies are using it or planning to
      - Assistance with case notes

- BSUs program
    - “Adolescence Brain” was a very popular topic last year.
    - Additional Topics?
- Attendance at Regional Meeting
  - Current issues with attendance throughout all regions
  - Region 1 didn’t have a meeting, DOL is reaching out.
  - Region 5’s last meeting had 2 in attendance; the prior meeting was virtual with 5 in attendance.
  - Ideas to increase attendance.
    - Combined meetings
    - Rotate responsibility amongst titles.
    - Create greater buy in
    - Jane will solicit feedback.
  - Revisit next month
- Review of Business Services Regional Teams Meeting
  - 1<sup>st</sup> statewide Regional Teams Meeting
  - Statewide updates
  - Regional projects
    - Region 4 presented a guide of how meetings are kept and done.
    - Region 6 showed success with job fairs
    - Group discussion
      - Collaboration is working well.
      - Challenges seem to be scheduling and why the need.
      - Ideas for the future
        - Combine events resource/job fairs.
  - Would like to meet twice a year, perhaps next March.
  - 37 in attendance virtually
  - Similar input by region

**WIOA State Plan Update**

**Elaine Zabriskie**

- Listening Sessions
  - Consolidated themes for all sessions will be presented at the combined One Stop / WIOA meeting on Dec. 8th.
  - SE Idaho Council of Governments
    - Mostly mayors in attendance
    - The feedback was incredible.
    - Themes
      - Housing and Transportation
      - Schools prepping students for the workforce
      - LAUNCH
      - Missing middle housing
      - Happy with relationships partnerships
      - More communication
      - Need for staffing and basic community services.

- Barriers and gaps
      - Training
      - Care providers
    - Note: Library commission is working on an initiative for mental health
  - Project Plan
    - Next mtg the 13<sup>th</sup> – most deliverables will come from WDC.
    - Dec. 8<sup>th</sup> agenda items
      - Listening sessions
      - How to meet local needs
      - New additions?
      - Goal: DOL economic workforce analysis
      - Pre-work - summary and analysis pre reads.
        - Used for discussions.
        - Coming by October 17th
      - Shifting job responsibilities for Janelle’s departure
      - Region 1 listening session – Oct 25<sup>th</sup>
      - Treasure Valey Partnership scheduling
  - New Additions from CTE
    - Korey Mereness to One Stop Committee
    - Trevi Hardy to WIOA Advisory Group

**\*Eligible Training Provider Policy**

**Summer MacDonald/Wendi Secrist**

**Review through Policy**

- Ms. Secrist reviewed the edits proposed for the Eligible Training Provider Policy and explained their source and reasoning.
- Mr. Barrera reviewed the Scoring Matrix for initial and continued eligibility.
  - 2 types Initial/ Continued
    - Matrix reflects the Policy.
    - Sections for both Provider and Program
    - 1 no response and you do not proceed.
    - Page numbers are policy references.
    - % scores
      - Give them an initial time frame to gather numbers.
    - Exceptions for eligible programs must be yes.
    - Continued industry support for continuations should be different from initial eligibility.

**Motion by Ms. Kristyn Carr to move the Policy as edited above and the associated Matrix to the full Council for their December 13, 2023 Meeting. Second by Ms. Amelia Valasek. Motion carried.**

**Unanimous Consent Motion by Ms. Beth Cunningham to adjourn. Motion carried.  
Adjourned at 11:59 AM.**