

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, January 9, 2024

Time: 10:30 AM-11:00 AM

One-Stop Committee Members: Jane Donnellan, Terry Butikofer, ~~Beth Cunningham, Korene Gonzalez, Admir Selimovic~~ (Sharon Kierulf Proxy), ~~Adrian San Miguel~~, Kristyn Carr, Amelia Valasek, Kristin Matthews, ~~Paige Bongiorno~~, David Shakespear, Kory Mereness

Guests: Mikayla Monaghan

Staff: Wendi Secrist, Denise Hill, Sarah Nash, Elaine Zabriskie

Called to Order at 10:33 a.m.

Welcome

Roll Call – Quorum Met

Review Agenda – No changes to the agenda.

***Approve December 8, 2023 Meeting Minutes**

Motion by Mr. Terry Butikofer to approve the December 8, 2023 Meeting Minutes as written.

Second by Ms. Kristyn Carr. Motion carried with unanimous consent.

One Stop Update

Sarah Nash

- Date for Statewide meeting.
 - Proposing March 26th or 28th
 - 3-4 hours virtual
 - Concern for Spring Break schedules
 - Decision: April 2nd or 4th
 - “Save the Date” to follow until confirmation.
- EO Survey reminder
 - No changes at present
 - Completion by June 30th

- Resource hub survey results
 - 50/50 split response to sharing information.
 - 70% would utilize it.
 - Top 3
 - Program information.
 - Services
 - Organized by region.
- Review of regional MOUs
 - First step is contact information update.
 - Documents are very large.
 - Final review will be done jointly.

****American Job Center Certification Policy – Review/ Update
Assessment Criteria***

Wendi Secrist

- Last updated 2022
- All areas have specific criteria for centers.
- Discussion on what is working or not working.
 - All necessary items are covered.
 - Programmatic accessibility – are we really hitting the mark and do we have the expertise.
 - Centers are referencing the annual ADA assessment.
 - More training would be beneficial.
 - Service delivery - remove reference to Live Better Idaho
 - Good Tool but improvements can always be made.
 - Most centers have had no recent training.
 - Cost effectiveness – federal requirement, how can it be truly measured?
 - Programmatic access – document “508 compliant” – better training is needed.
 - EO position in process
 - For now, ask and verify they are doing annual assessments.

Motion by Mr. Terry Butikofer to accept and affirm the American Job Center Certification Policy Assessment Criteria after removal of the reference to Live Better Idaho. Second by Ms. Kristyn Carr. Motion passed by unanimous consent.

****Approve WIOA State Plan Goals/Focus Areas***

Elaine Zabriskie

- Small changes have been made from the conversations during the December 8th joint meeting.
- Following the approval of the goals, they will be rolled into the plan and each agency will address how what they are doing aligns with them.

Motion by Ms. Amelia Valasek to approve the WIOA State Plan Goals/ Focus Areas as presented. Second by Ms. Kristyn Carr. Motion carried by unanimous consent.

WIOA State Plan Timeline Update

Elaine Zabriskie

- Timeline expectations are being met.
- Combined plan partners changes and updates due by Jan 31st
- Public comment will begin February 1st and continue through February 29th.
- Executive Committee review in February
- Federal deadline for state plan Mar 4th
- WIOA mtg this week
- No roadblocks thus far

Motion by Ms. Kristyn Carr to adjourn. No objections, unanimous consent to adjourn.
Adjourned at 11:03 a.m.