

BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

Sarah Griffin
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

514 W. Jefferson St. Boise, ID 83702

Quarterly Council Meeting Minutes

Date: Wednesday, December 11, 2024
Time: 9:00 a.m. – 1:30 p.m. (Mountain Time)
Location: Virtual
Webinar: <https://us02web.zoom.us/j/87126870517>

Council Member Attendees: Amanda Logan, ~~Anna Almerico~~, Darnisha Orcutt - proxy for Anna Almerico, Ben Davidson, Bill Reagan, ~~Daniel Puga~~, Debbie Critchfield - Allison Duman proxy for Debbie Critchfield, Deni Hoehne, Donna Butler, Hope Morrow, James Smith, Jared Wise, Jani Revier, Jeff Greene, Jeff Hough, Jennifer Palagi, Senator Jim Guthrie, Jody Hendrickx, Joe Maloney, ~~Representative Josh Tanner~~, ~~Judy Taylor~~, Lauren Noble – proxy for Judy Taylor, Joshua Whitworth, Kelly Kolb, Linda Clark, Lori Barber, Marie Price, Russell Barron, Sarah Griffin, ~~Lt. Governor Scott Bedke~~, ~~Sean Coletti~~, Sergio Mendoza, Stephanie Pfeifer, Todd Putren, Tom Kealey

Staff: Wendi Secrist, Amanda Ames, Elaine Zabriskie, Matthew Thomsen, Denise Hill, Sherawn Reberry

Call to order at 9:00 a.m.

Deni Hoehne, Chair

Roll Call/Introductions – Quorum met.

***Review/Approve Agenda**

A unanimous consent motion was made by Ms. Revier to approve the agenda as presented. Second by Mr. Kealey. There were no objections.

***Approve Minutes of September 11, 2024 Meeting**

A unanimous consent motion was made by Ms. Revier to approve the September 11, 2024 Meeting Minutes as presented. Second by Ms. Price. There were no objections.

WORKFORCE DEVELOPMENT COUNCIL

Fiscal Year 2025 Budget

For the Period July 1, 2024 - October 31, 2024

WDTF				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 518,300	\$ 141,994	\$ 376,306	27%
Personnel	\$ 518,300	\$ 141,994	\$ 376,306	27%
Administrative Services & Supplies	10,000	2,065	7,935	21%
Communication Costs	8,000	3,021	4,979	38%
Computer Services & Supplies	20,000	13,518	6,482	68%
Contracts, Events & Other Council Activities	313,562	76,224	237,338	24%
Employee Development, Memberships & Subscriptions	6,400	1,709	4,691	27%
Employee Travel Costs	25,000	16,809	8,191	67%
Government Overhead & Insurance	11,138	9,924	1,214	89%
Rentals & Operating Leases	27,500	11,254	16,246	41%
Operating Budget	\$ 421,600	\$ 134,525	\$ 287,075	32%
Grand Total	\$ 939,900	\$ 276,519	\$ 663,381	29%

Trustee and Benefits	
Grant Reimbursement Spending Authority	\$ 16,283,500
Innovation	697,384
Launch	240,884
Outreach	4,504
Employer	110,549
Industry Sector	989,846
TPM	75,073
Ending Balance	\$ 14,165,260

WDTF Financial Summary	
WDTF Cash Balance 10/1/2024	\$ 29,393,596
Revenue	589,035
Interest	109,736
Payments	645,411
WDTF Cash Balance 10/31/2024	\$ 29,446,955
Obligated Employer Grants	1,171,954
Obligated Industry Sector Grants	6,809,911
Obligated Innovation Grants	863,828
STEM-Focused Grants	13,119,498
Obligated Outreach Projects & Allocated Budget	57,874
Preceptorship	151,000
*LAUNCH	3,729,983
FY25 WDTF Admin Costs	663,381
Obligated Balance	\$ 26,567,428
Unobligated Balance	\$ 2,879,527
Proposals Under Review	2,234,368
Unobligated Balance if all funded	\$ 645,159

WDTF Revenue			
Month	Transfer In	Interest	Collection Cost
July	\$ 552,299	\$ 103,477	\$ -
August	1,178,340	106,637	26,479
September	23,371	113,923	-
October	589,035	109,736	16,057
November	-	-	-
December	-	-	-
January	-	-	-
February	-	-	-
March	-	-	-
June	-	-	-
May	-	-	-
June	-	-	-
FY25 Totals	\$ 2,343,045	\$ 433,773	\$ 42,536

*Includes all Launch funding made available for FY22 - FY24.

- Report as of October 31, 2024
- Spending is in line with expectations
- WDTF cash balance \$29,446,955M
- \$645,159K unobligated
- Currently seeing solid monthly interest transfers
- ARPA Child Care all funds obligated; disbursements of \$14.5M
- In-Demand/LAUNCH expenditures \$6M, \$10M by end of November
- Automated invoicing system is running smoothly

WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2025 Budget
For the Period July 1, 2024 - October 31, 2024

WIOA				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 124,700	\$ 52,729	\$ 71,971	42%
Personnel	\$ 124,700	\$ 52,729	\$ 71,971	42%
Administrative Services & Supplies	\$ 1,000	\$ 224	\$ 776	22%
Communication Costs	-	-	-	0%
Computer Services & Supplies	-	-	-	0%
Contracts, Events & Other Council Activities	31,425	9,817	21,608	31%
Employee Development, Memberships & Subscriptions	17,575	16,450	1,126	94%
Employee Travel Costs	-	-	-	0%
Government Overhead & Insurance	-	-	-	0%
Rentals & Operating Leases	-	-	-	0%
Operating Budget	\$ 50,000	\$ 26,491	\$ 23,509	53%
Grand Total	\$ 174,700	\$ 79,220	\$ 95,480	45%

YARG				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 11,100	\$ 10,256	\$ 844	92%
Personnel	\$ 11,100	\$ 10,256	\$ 844	92%
Administrative Services & Supplies	\$ -	\$ -	\$ -	0%
Communication Costs	30	-	30	0%
Computer Services & Supplies	-	-	-	0%
Contracts, Events & Other Council Activities	10,000	9,946	54	99%
Employee Development, Memberships & Subscriptions	-	-	-	0%
Employee Travel Costs	-	-	-	0%
Government Overhead & Insurance	-	-	-	0%
Rentals & Operating Leases	-	-	-	0%
Operating Budget	\$ 10,030	\$ 9,946	\$ 84	99%
Grand Total	\$ 21,130	\$ 20,202	\$ 928	96%

Trustee and Benefits	Beg Balance	Apprentice Disbursements	Third-party Disbursements	End Balance
Grant Reimbursement(s) Spending Authority	\$ 636,500	\$ 10,496	\$ 90,032	\$ 535,973

WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2023 - 2025 Budget
For the Period July 1, 2022 -October 31, 2024

ARPA WFDT			
Category & Grantee	Budget	Obligated	Disbursements
Idaho Launch	\$ 20,333,761	\$ 20,671,534	\$ 17,633,799
Talent Pipeline Management (TPM) – Regional Coordinators	\$ 2,165,881		
<i>1 Percent Consulting</i>		297,580	290,138
<i>Center for Advanced Energy Studies</i>		300,000	300,000
<i>Clearwater Economic Development Association</i>		288,314	195,404
<i>Coeur d'Alene Area Economic Development Corp</i>		302,000	198,528
<i>College Southern Idaho</i>		268,042	247,106
<i>Idaho Associated General Contractors</i>		299,465	258,145
<i>Idaho Manufacturing Alliance</i>		237,731	85,592
<i>TPM Training & Lightcast Licenses</i>		172,750	112,750
Reserved for CHIPS Act Projects*	\$ 26,000,000		
<i>Boise School District - DTEC Welding ISG</i>		\$ 325,972	\$ -
<i>BSU Semiconductor Cleanroom ISG</i>		1,759,695	-
<i>CEI Mechatronics ISG</i>		499,999	160,791
<i>CSI Mechatronics/Engineering ISG</i>		1,414,605	-
<i>CWI Mechatronics (AMET) ISG</i>		4,194,931	993,404
<i>ISU Semiconductor Technician ISG</i>		994,472	-
<i>Micron Employer Grant</i>		13,498,100	-
<i>Other</i>		1,834,896	-
<i>UI ASAI (NGEM) ISG</i>		1,039,557	-
Next Steps Idaho Investments	\$ 110,758	\$ 110,758	\$ 110,758
Idaho Launch Website & Marketing	\$ 350,000	\$ 450,000	\$ 343,780
Salary	\$ 691,600	\$ 691,600	\$ 242,427
Operating	\$ 348,000	\$ 348,000	\$ 74,129
Grand Total	\$ 50,000,000	\$ 50,000,000	\$ 21,246,750

*ISG = Industry Sector Grant

WORKFORCE DEVELOPMENT COUNCIL
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ARPA Child Care			
Category & Grantee	Budget	Obligated	Disbursements
Child Care Grants	\$ 29,295,096		
<i>ABC Above and Beyond the Classroom</i>		\$ 72,318	\$ -
<i>Acuarela LLC</i>		120,000	-
<i>Apples and Oranges</i>		90,000	37,600
<i>Armbruster Kids LLC</i>		138,547	7,497
<i>Ashley's Daycare & Montessori</i>		152,665	-
<i>Baraka Childcare</i>		60,000	-
<i>Bilingual Adventures Academy</i>		180,000	-
<i>Boise State Children's Center</i>		393,705	144,583
<i>Boys & Girls Club Lewis Clark Valley</i>		1,680,000	848,000
<i>Boys & Girls Club Magic Valley (Rupert)</i>		318,000	27,000
<i>Bruneau-Grand View School District</i>		165,000	-
<i>Castleford School District Wolf Pup Preschool</i>		270,000	215,262
<i>City of New Meadows</i>		600,000	-
<i>Creative Corner Learning Center LLC</i>		180,000	-
<i>Ducks In A Row Daycare</i>		180,000	57,805
<i>Gem Kids Infant and Toddler Center LLC</i>		180,000	-
<i>Genesee Joint School District #282</i>		284,962	-
<i>Giraffe Laugh</i>		1,823,947	146,336
<i>Huckleberry Montessori</i>		176,635	-
<i>Idaho Falls Family YMCA</i>		204,500	51,935
<i>Ignite Idaho Family Resource Center</i>		96,449	-
<i>Jabbers LLC</i>		180,000	-
<i>Jellybean's PlayCare Center</i>		179,957	-
<i>Kreative Kids Academy TF LLC</i>		644,000	312,299
<i>Kuna Joint School District #003</i>		75,000	42,652
<i>Land of the Littles</i>		179,999	-
<i>Lilypad Childcare LLC</i>		160,000	-
<i>Lincoln County</i>		450,000	-
<i>Lollipop Land</i>		922,456	461,240
<i>Loly's Daycare LLC</i>		400,000	-
<i>Magic Stars Spanish Preschool</i>		180,000	-
<i>Mayra's Spanish Preschool and Daycare</i>		195,000	-
<i>Micron</i>		100,000	-
<i>Mountain Sky Daycare</i>		126,725	-
<i>Nampa School District</i>		\$ 390,542	\$ -
<i>National Law Enforcement Foundation</i>		2,962,475	30,000
<i>Our Future Society LLC</i>		177,100	27,330
<i>Tamarack Resort</i>		166,724	-
<i>Teton Regional Economic Coalition</i>		1,170,000	1,037,315
<i>The Advocates</i>		455,000	226,171
<i>The Little Red Roost Child Care</i>		101,671	44,896
<i>Tiny Tots Learning Center</i>		494,240	150,081
<i>Tiny Town</i>		616,950	566,718
<i>Treasure Valley Waldorf LLC DBA Wildflowers</i>		180,000	-
<i>United Way of South Central Idaho (E-Street)</i>		900,000	386,674
<i>Whole Child</i>		378,455	147,369

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Category & Grantee	Budget	Obligated	Disbursements
<i>YMCA Treasure Valley</i>		1,051,200	-
<i>Baby Bee Daycare</i>		360,000	360,000
<i>Boys & Girls Club Ada County (Kuna)</i>		1,404,000	1,404,000
<i>Bright Stars Childcare</i>		150,000	150,000
<i>Care House Learning Center</i>		88,860	88,860
<i>Chita's Kids Preschool</i>		94,756	94,756
<i>Cookies N Milk Daycare</i>		351,500	351,500
<i>Kaniksu Community Health Clinic</i>		375,000	375,000
<i>Little Me with Daycare</i>		67,090	67,090
<i>Lost Rivers Medical Center</i>		270,000	270,000
<i>Lucky Duck Preschool</i>		2,198,900	2,198,900
<i>McCall-Donnelly Joint School District</i>		452,000	452,000
<i>Saggy Britches dba the Barnyard Daycare & Learning</i>		179,068	179,068
<i>Storybook Adventure</i>		2,250,000	2,250,000
<i>Wonderschool</i>		849,700	849,700
Salary*	\$ 644,904	\$ 644,904	\$ 424,960
Operating Budget	\$ 60,000	\$ 60,000	\$ 47,178
Grand Total	\$ 30,000,000	\$ 30,000,000	\$ 14,531,773

* Includes expenditures FY22

WORKFORCE DEVELOPMENT COUNCIL
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For the Period July 1, 2024 - October 31, 2024

In Demand Careers				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 1,238,300	\$ 168,893	\$ 1,069,407	14%
Personnel	\$ 1,238,300	\$ 168,893	\$ 1,069,407	14%
Administrative Services & Supplies	\$ 6,000	\$ 773	\$ 5,227	13%
Communication Costs	15,317	7,263	8,054	47%
Computer Services & Supplies	22,500	11,617	10,883	52%
Contracts, Events & Other Council Activities	1,295,760	383,908	911,852	30%
Employee Development, Memberships & Subscriptions	7,500	-	7,500	0%
Employee Travel Costs	20,000	3,789	16,211	19%
Government Overhead & Insurance	11,138	8,993	2,145	81%
Rentals & Operating Leases	22,500	13,504	8,996	60%
Operating Budget	\$ 1,400,715	\$ 429,848	\$ 970,867	31%
Grand Total	\$ 2,639,015	\$ 598,741	\$ 2,040,274	23%

Trustee and Benefits	
Grant Reimbursement Spending Authority	\$72,360,985
Expenditures	\$ 6,096,024

Other Transactions			
Month	Transfer In	Interest	Collection Cost
July	\$ 20,000,000	\$ 50,600	\$ -
August	-	70,647	-
September	(5,000,000)	128,102	-
October	20,000,000	107,904	-
November	-	-	-
December	-	-	-
January	-	-	-
February	-	-	-
March	-	-	-
June	-	-	-
May	-	-	-
June	-	-	-
FY25 Totals	\$ 35,000,000	\$ 357,253	\$ -

Executive Director's Report

Wendi Sechrist, Executive Director

- WIOA Reauthorization
 - Strong federal push to pass this in the next 2 weeks
 - Challenges:

- 50% of grant funds must be spent on individual training accounts, presents difficulty in serving certain populations, staffing is critical
 - Doesn't address our concerns with infrastructure cost sharing
 - Opportunities
 - Ability to simplify to single a workforce area for Idaho
 - Brings back incentive grants for high performing workforce boards
 - Enhances a data initiative to support data-driven decision making
 - Creates a demonstration program to allow states to redesign the system, combining adult dislocated workers and youth funding into a consolidated grant for 5 years
 - Codifies youth apprentice readiness grant program
 - Redefines out of school youth to opportunity youth
 - Foster/kinship care for youth
 - Homeless youth
- Youth Program Opportunities
 - WIOA State Plan Goal to Increase Services to Youth
 - Rethinking 100% of spending on Out of School Youth
 - Begin in-school services in July 2025, if policy is approved
 - Foster
 - Youth with disabilities
 - Justice
 - Pregnant
 - Will bring revised policy for approval in March
 - Welcome thoughts and feedback
 - Discussion:
 - If WIOA re-authorization passes, every WIOA policy will be reviewed and updated, this one would be priority
 - If it doesn't pass, we will work on this until March and provide a policy that can be implemented
- EDA announcement, Micron received CHIPS award
 - Expansion projects in Idaho, New York, and Virginia
 - \$6.165B direct funding, \$65M set aside for workforce development in New York and Idaho
 - Idaho Workforce Development Council will be an intermediary for Idaho projects
 - Staff has met over the last 2 days with New York team on first project to recruit women into advanced manufacturing jobs
- Hoover Institution research project on LAUNCH
 - Looking at 2 phases:
 - Short-term focus on whether LAUNCH encourages students to go on and if the alignment to in-demand careers helps
 - Long term focus on economic returns and how LAUNCH affects state assistance

One-Stop Committee Items

Wendi Secrist, Executive Director

- ***PY23 Dislocated Worker Funding Recapture**
 - \$10,246 in recapture from Adult & Dislocated service provider
 - Service Delivery Area 3 is the only one that did not meet the spending threshold
 - Recommend redistribution for 2024 rather than creating a special project
 - Redistribute to those delivery areas that met the established threshold; areas 1,2, 4 & 5

Motion by Ms. Griffin to approve the recommendation to redistribute the PY23 funding recapture per the presented plan. Second by Mr. Hough. No further discussion. Motion passed.

Policy Committee Items

Hope Morrow, Policy Committee Chair

- ***Preceptor Incentive Policy**
 - Research brought about the need for some potential changes
 - Change “employers” to “licensed medical professional”
 - Remove requirements to register with the Secretary of State by the business, instead requiring they be licensed with the Idaho State Board of Nursing, Medicine, Pharmacy, or Psychologist Examiners, or other governing licensing board or agency in Idaho.
 - Changing requirements of employer tracking to the preceptors themselves
 - Recommending that we cap the preceptor allocation at \$5,000
 - Cap discussion, initial concern about quality, the committee determined that if a professional can take on more; we would welcome their effort
 - Minimum of 75 hours for learning experience
 - Preceptor is directly connected to the medical profession
 - Someone who has demonstrated a certain level of skill, competency, and knowledge, like a mentorship program

Motion by Ms. Barber to approve the recommended changes to the Preceptor Incentive Policy as presented. Second by Ms. Clark. No further discussion. Motion passed.

Outreach Committee Items

Bill Reagan, Outreach Committee Chair

- ***WDTF Allocation for Outreach**
 - Anticipate ending fiscal year with \$634,000 in WDTF
 - The Outreach Committee has 2 projects currently being discussed
 - Recommending a set aside of \$250K for requested outreach projects
 - Committee anticipates 3 total projects for review at their January meeting

Motion by Ms. Morrow to approve the proposed allocation of \$250,000 to fund Outreach program requests from the Workforce Development Training Fund. Second by Mr. Kolb.

Discussion:

- Covid halted previous outreach project process – haven’t provided many outreach grants since 2020.

- Examples of previous projects:
 - Boise School District healthcare project to give kids experience through presentations, field trips, and tours exposing them to various careers, middle school experiences led to an increase in CTE
 - Idaho Public TV created videos for Next Steps Idaho
 - LCSC campaign to encourage adults to finish degrees
 - Kellogg School District provided a bus to attend Hard Hats, Hammers & Hot Dogs event providing construction exposure
- 3 possible projects
- \$250K was standard set aside prior to Covid

Motion carried.

Break

High Quality Credentials in Idaho

**Stuart Andreason, Burning Glass
Institute**

BGI presented the research project to support further refinement of the Idaho LAUNCH in-demand career matrix and WDTF investments. (Presentation available by request.)

Discussion:

- How do we incorporate this into the LAUNCH program
 - Policy Committee meeting next week
 - Outreach aspect of data set, communication to the students, help guide them
 - Time needed, ROI
 - Incorporate into career pathways
 - What questions do we want to ask of the data set
 - Long term benefits and challenges in the pathways
 - 20% of grads that don't go on that are making more than those that do
- How do we utilize the information provided and in what context, need to think about that going forward
 - Create a story
 - Some 9-month certificates have a higher return over 10 years and then a BA or AA
 - BA may qualify the person for more options and more mobility
 - Lifetime earnings may be higher with BA/ AA
 - How do we interpret and communicate it
 - Take care in the language we use to not discount any options - college is not the only choice, but college is an important choice for many careers
 - Legislature is discussing if LAUNCH should only be associated with trades
 - Make sure we are comfortable speaking to the fact that it is not either/ or confidence can be gained through certificates and hands on learning

Break

Idaho LAUNCH Update

Sherawn Reberry, LAUNCH Program
Manager

- 2024
 - 14,000 grants offered
 - 7,000 funded
 - Extensions, religious service is top reason for request followed by waitlist
 - Post-secondary training, 2- and 4-year institutions, workforce training included
 - Awards by region are following population, region 3 followed by region 6
 - More granularities will be forthcoming on the data
- 2025
 - Same requirements for participants
 - 6,684 applications submitted, 2,971 started but incomplete
 - Numbers are lower than 2024, due in part to making a choice between LAUNCH and the Opportunity Scholarship
 - Female application numbers are higher than males
 - Trends are like 2024 around region and post-secondary choices
 - 2025 class size is approximately 24,000
- Quarterly report for Adult LAUNCH
 - Majority of participants are male
 - Semiconductor interest is changing
 - Dip in participation during Q2 and Q3 due to applications being turned off March through August
 - Interest continues from all regions
 - Wage increases are still applicable
 - Since Aug 15th, 2,000 applications have been received
 - Application process reopened in November without the industry guidelines
 - Approx. 1,000 applicants have been funded thus far, balance in process
 - Discussion:
 - Do we gather data on employment?
 - We have in the past, during evaluation we look at previous industry and employment
 - A full evaluation of Adult LAUNCH will be conducted this spring
 - Are we on track to spend all available funds?
 - No trend line yet, reappropriation is in the budget request
 - Will look at spend rates mid-January, indications show sufficient funds for the balance of the fiscal year
 - Talking Points for the Council:
 - Need to continue fully funding the LAUNCH program per the Governor's budget
 - First year has strong results of getting students to postsecondary education— it will take time to truly measure the ROI as students have to complete their

training and start their careers. Initial outcome data on students entering short-term programs this Fall will be available in early 2026.

- Recommend that legislation is largely left alone this session. Need to get through a full cycle this year with awardees to determine what may need to be tweaked.

Graduation Requirements Update

Debbie Critchfield, Superintendent of Public Instruction

- Proposal 2 years ago requires financial literacy
- Do not want to keep adding and adding, listened to parents and industry on what is needed
- Recommendation – 1 credit class on digital literacy to replace the one credit communications course
 - Adapt to changing needs of the workforce
 - Foundation to learn and relearn jobs
 - Understand the reality of being online and the consequences
 - Impacts graduates after Jan 1, 2028
 - Important skill in the modern age
- Recommendation - Future readiness project
 - Update senior project to demonstrate a student's college and career competencies and exploration of potential post-high school options
 - Connect the learning with the doing
 - Previously no clear expectations
 - Provides students deep insight into what careers really are, learning through these projects
- Proposed core changes
 - Communication is valued, districts were using speech class during sophomore year
 - Communication should be a part of all core classes; it is a given
 - Aligns with the world today
- Goal to prepare students for the world we live in and be successful

Chair's Report & Discussion

Deni Hoehne, Chair

- Teacher Externship Program and other Council Goals
 - Encouraging review of the opportunity to host an extern
 - Matt Thomsen is our contact to provide information on how to participate
 - What kind of project could I create for this person, real work to do
 - Giving them an opportunity to learn about our business
 - Communication is going out. Applications are open January 6th through March
 - Program is open only to teachers and counselors
- 2025 Council Meeting Dates
 - March 12th - Boise
 - June 11th - Boise
 - September 10th – travel TBD

- December 10th – Boise or virtual
- Committee Reports are in the meeting packet
- Comments from Council
 - STEM AC partnership
 - Dee and Wendi are working with the center and community, reviewing programs, investment, and outcomes
 - Met with the Governor to review gap analysis, increased collaboration
 - Recommendation on organizational structure at end of January
 - Report to be made to this Council in March

Unanimous consent motion by Ms. Barber to adjourn. Second by Mr. Greene. No objections.

Adjourned 1:26 PM