

BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

WORKFORCE DEVELOPMENT COUNCIL

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

Date: Friday, March 8, 2024
Time: 9:30 AM – 11:00 AM
Location: Zoom/In-Person
514 W Jefferson St, Boise, ID 83702
Suite 136
<https://us06web.zoom.us/j/83124674306?pwd=cGFBWkc2ck5TQ0ozZXFPThg5UGdsQT09>
Meeting ID: 831 2467 4306
Passcode: 201312

WIOA Advisory Group Meeting Minutes

Attendees: Sarah Nash (IDOL), Aaron Tuckett (IDOL), Matt Markve (IDVR), Sharon Kierulf (Easterseals-Goodwill), Kristin Matthews (DHW), Dave Hanchett (IDOL), ~~Mike Walsh (ICBVI)~~, Teresa Pitt (IDVR), ~~Admir Selimovic, (Council on Aging) Danilo Cabrera (IDOL); David Shakespear (Job Corps); Deb Matiska (Easterseals-Goodwill); Kelly Sharp (IDOL); Trevi Hardy (CTE), Rico Barrera (IDOL), Summer MacDonald (IDOL), Nick Jorgensen (ICBVI), Jacqueline Simpkins (DHW)~~

Guests:

Staff: Denise Hill, Elaine Zabriskie

Welcome

Sarah Nash

Review Agenda – no changes

General Updates

Elaine Zabriskie

- State Plan submitted successfully
 - Congratulations to the entire team for this job well done; excellent teamwork!
 - Positive interaction with partners is what creates a great environment for success
- Updates from the Council meeting
 - Council approved the plan on 3-6-2024 at the quarterly meeting
 - Wendi wanted to express how pleased the Council is with this work
 - Excellent work on our goals; the process of goal development was very clear and logical, simplified Council approval

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Next Steps

Group Discussion

- How will we translate goals into action items?
 - Continue to pass ideas up to One-Stop Committee to ensure ongoing collaboration and buy-in
 - Communicate ideas outward to frontline staff
 - Host a webinar to inform staff of the goals/how we arrived at them
 - Present collaboratively as partners
 - Leverage breakout groups for input
 - Include discussion panel, similar to Council presentation
 - Detail what the collaboration/development process was
 - Tangible information like number of meetings held and how large the document is
 - Consider adding this event to the statewide meeting in the afternoon
 - Meeting to include all one-stop partners
 - Timing: host at the end of April
 - Ask staff for practices on how these goals could be implemented in their activities; **what are staff already doing that is in alignment?**
 - Break down into tangible, bite-sized tasks that can be completed at the service delivery level
 - Do this in the webinar and in a survey afterward
 - Identify what staff is already doing
 - Ask staff and partners for measures we could use to identify progress on our goals
 - Note that these are “system” goals; not everyone may have direct contact with them, but we all provide some kind of contribution
 - Create a one pager with the goals, basic process, and staff quotes to ideate implementation methods
 - Leverage staff input from webinar and survey
 - Make this a printable training aid/infographic
 - Create additional handout or back page of the one pager that highlights a real case where someone benefitted from co-enrollment across system resources
 - Empower staff to be leaders in goal achievement
- Upcoming Meetings
 - Webinar at the end of April
 - Pick up meetings every other month starting in May

Adjourn

Reasonable Accommodations for Persons with Disabilities: Please send requests three days prior to the meeting to Denise Hill, Idaho Workforce Development Council, 208-488-7567, or denise.hill@wdc.idaho.gov.