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WORKFORCE DEVELOPMENT COUNCIL

514 W Jefferson St, Ste 131, Boise, Idaho 83735-0510

Grant Review Committee Meeting Minutes

Date: Thursday, June 6, 2024

Time: 8:00 AM – 5:00 PM

Committee Members: Brian Cox, Jake Reynolds, Jay Larsen, Jeff Greene, Joe Maloney, Kelly Kolb, Rico Barrera, Adrian San Miguel, Amanda Logan, Sergio Mendoza

Staff: Denise Hill, Matthew Thomsen, Elaine Zabriskie, Sherise Porchia

Guests:

Called to order at 9:04 a.m.

Welcome

Kelly Kolb, Chair

Roll Call – Quorum met

Review Agenda – No changes, discuss future meetings at the end of meeting

Review April 2, 2024 Meeting Minutes

- One motion includes first and last name on one occasion, should be last name only for consistency.

Motion by Ms. Logan to approve the April 2, 2024 Meeting Minutes with the amendment to member name. Second by Mr. Greene. Motion carried.

WDTF Financial Report

Matthew Thomsen

- Micron worksheet
 - Mr. Thomsen shared a spreadsheet showing the grant requests by type and current status
 - Balances
 - Discussing with Micron using balances for WDTF
 - May have additional grants come in for review
 - WDTF can be spent past 2026
 - ARPA contracts will end 9-30-2026 as funds must be spent for by Dec 31, 2026
- Why BSU grant pulled – they felt it was not solving their issues

- BSU may reapply at a later date for the ED AI project
- All funds must be allocated by end of 2024 for ARPA
- Current unobligated funding is above what is being requested in the grants being reviewed today

***WDTF Grant Requests**

Kelly Kolb

- **University of Idaho IKEEP – Innovation Grant**

The University of Idaho's Indigenous Knowledge for Effective Education Program (IKEEP) began in 2016. Through their proposal, U of I will expand IKEEP's offerings by strengthening and diversifying the education workforce by developing wraparound career pathways to better serve American Indian/Alaskan Native (AI/AN) students in the region. IKEEP's wrap around career pathways will improve and address current teacher and education leader workforce development gaps in four areas: student engagement, student mentorship in career exploration, educational leadership cohorts, and design and deliver of an Indigenous education teaching and leadership development series (Offered statewide to 200-250 teachers who will receive a professional development credit). Training will be provided at the University of Idaho (Moscow) and distance centers across the state, including Coeur d'Alene, Boise, and Idaho Falls center. Training for professional development will be provided on-site in partnering schools and districts in Idaho, and on-line through virtual webinars and distance training. During the grant period the IKEEP program will serve 350 individuals. This number includes 260 already employed individuals who will receive training during grant.

Amount Requested: \$999,988.21

Discussion:

- Initially reviewed in November
- UI updated budget to reduce the amount of match provided for staff effort. This was originally calculated in a manner not approved by the institutions policy.
- Grant amount increased from \$972,924.50 to \$999,988.21
- Original score 74%. New score came in at 72%. Percentage dropped due to match rate and organizational capacity.
- Budget line question – what is reasonable for travel?
 - If high, we can go back and ask questions; we like it but seems high
 - Policy does not limit how much can be spent in each category. The amount align with their scope of work within the project.
- 350 participants

Motion by Mr. Barrera to recommend approval to the Executive Committee of the University of Idaho IKEEP – Innovation Grant in the amount \$999,988.21. Motion second by Ms. Logan.

Additional Discussion:

- During the November discussion of this grant there were concerns related to the budget of many of the grant. However, the availability of funds and support from partners does align with the proposed projects.

Motion carried.

- **College of Western Idaho – Industry Sector Grant**

Based on the NFL draft, the CWI Construction Combine is designed to connect high school students with employers in the construction industry. In this two-day education to application event, employers will teach basic skills and students will show off their abilities. The event concludes with hiring opportunities that can directly connect participants to jobs. Students who successfully complete the program will receive a certificate of completion and access to CWI's Work-Based Learning Center where they can receive career counseling and job placement support if desired. Training will be provided in the CWI service area, which includes Ada, Canyon, Gem, Boise, Owyhee, Washington, Payette, Valley, and Elmore Counties. Students participate in the program free of charge. This program is modeled after ISU's successful, existing construction combine.

Amount Requested: \$469,398.60

Discussion:

- 12 participants each event, 192 total served
- CWI currently have one other grant with us for Mechatronics
- The grant was score at 63% by the committee
- Cost per student seems high
- Project itself does not lead to credentials
- Project is more of a gateway opportunity to employment
- Several employment combines have happened across the state
- Feels more like exposure versus a successful direct path, helps determine interest much like a job fair
- Those interested in employment with Micron cannot go through CWI. Apprentices must go through JACT to get employment with Excyte and Kiewit
- This is a startup project for CWI. They will need to hire a person to do work with the schools and employers. It's anticipated that the person to be hired will do a lot of development and implementation for this project.
- Committee would like CWI to list the high schools who will participate in the program and how they are going to connect with them during the grant.
- CWI has been coordination with AGC who currently host a construction combine. They will work together to remove any duplications that could occur.
- Need to connect with Unions, this would be a tool for them to grow their JATC
- Committee would like CWI to report back on sustainability after year 2 of the grant.
- Committee would like CWI to report out the progress of the grant after year 1. If progress aligns with scope of work and outcome, then CWI will continue with grant.

Motion by Mr. Larsen to recommend approval to the Executive Committee of the College of Western Idaho– Industry Sector Grant. Motion second by Ms. Logan.

Discussion: we need to include in motion language that requires them to report after year 1 and a report on sustainability after year 2. We would also like them to include in scope of work which school they plan to target and that they will work with the JATCs.

Amended Motion by Mr. Larsen to recommend approval to the Executive Committee of the College of Western Idaho– Industry Sector Grant for the full amount of \$469,398.60. CWI will include in their scope of work, which schools they will target during grant, and that they will partner with the JATCs. CWI will also do a year one report out on the outcomes and progress to the Council and provide a Year 2 report addressing sustainability of the program that will be provided to Council staff for review. Second by Ms. Logan. Motion carried.

- ***Idaho Veterans Chamber of Commerce – Industry Sector Grant***

This project will continue to support and scale the efforts IDVCC began through their Innovation Grant in 2021. This includes a statewide Veteran and Family Employer Network, support for the DoD Skillbridge program, and the ability to expand the employer partnerships that make new training and job opportunities available to Idaho's veterans. The project will also continue to provide job placement assistance, networking opportunities, internships, apprenticeships, career counseling, and continued support services after an individual completes their training or starts a new job.

Amount Requested: \$450,000

Discussion:

- The project will expand on the work performed during the innovation grant awarded in 2021
- This grant is scaling existing program to include a broader array of services and an expansion of the skills bridge program to include more Idaho employers.
- Skillsbridge is for active duty to transition into civilian careers.
- The committee score the application at 68%
- Seems a little too broad
- 1210 connections across all offerings
- Concern: audit done by board member
- 3-year WDTF Stem focused

Motion by Mr. Larsen to recommend approval to the Executive Committee of the Idaho Veterans Chamber of Commerce – Industry Sector Grant for the full \$450,000.00. Second by Ms. Logan. Motion carried.

- ***University of Idaho Rural Educator Program – Innovation Grant***

The University of Idaho will launch a new skills training program focusing on Idaho's current and future teachers by building onto its already existing DOCEO Center. The program will use in person/online classes, mentorships, and internships as part of the training and professional development program. The program will include an intensive summer session to deliver technology skills to Idaho's teachers using new equipment and software purchased through the grant. These skills will help each teacher to provide their own students with digital literacy skills, an understanding of cutting-edge technologies such as AI, and methods to apply these tools and technologies in the classroom. Participants will be primarily recruited from rural schools. The program will also offer stipends and scholarships to help participants successfully complete their schooling and professional development.

Amount Requested: \$346,370.44

Discussion:

- 250 new, 50 existing participants
- Do the participants have what they need to continue after training (tools)?
- Some overlap with ISTEM, DOCEO training centers, not enough to be duplicative
- ISTEM are in service versus pre-service
- Seems like doing minimum on match, may need clarification from Policy Committee
- RA tuition, causes pause
- Large percentage personnel and admin
- Feels like institution research funding
- Training secondary and elementary
- No certificates
- Targeting rural teachers K-12
- Institution still charging rates
- Helps break barrier
- Allows center to operate again at full capacity will equipment and
- Past performance - need more data, some under performance
- Question on how they are tied into statewide STEM programs
- 46% low score
- Lacking alignment to technology

Motion by Mr. Maloney to deny the University of Idaho Rural Educator Program – Innovation Grant based on lack of alignment to the intent of the innovation grant, policy and goals. Second by Mr. Mendoza. Motion carried.

LUNCH

- ***Nez Perce Youth Apprenticeship Program – Innovation Grant***

The Nez Perce Tribal Employment Rights Ordinance Office (TERO) worked with Idaho Business for Education to create a Tribal Youth Apprenticeship Program (TYAP) in 2023. This grant will expand the existing TYAP program and add a healthcare program to expand students' opportunities to receive training and learn about careers in construction and healthcare. The program will collaborate with regional employers to identify areas of need and will use this information to develop additional apprenticeships that connect local youth to local employment. TERO is partnering with Baker Technical Institute who host a five-week construction training on site at the Nez Perce Reservation. Training will include OSHA 30, First Aid/CPR & AED, Blood Borne Pathogens, Confined Spaces training, Basic Concrete 40 hrs. The healthcare program will use a virtual reality system called TRANSFER. TRANSFER will be used as a pre-requisite for students to learn about jobs and training before entering a apprenticeship or pre-apprenticeship program. The TRANSFER program will also be used for the construction program.

Amount Requested: \$197,000

Discussion:

- Mainly construction trades
- Expansion and more training
- Partner with Baker Technical
- Virtual component is allowing research
- Pre-apprenticeship is more informational research and not part of this request
- 16 – 24-year-olds
- 78 participants youth participants will receive training under the grant

- Most of the fund is going to pay for the training provided by Baker Technical Institute
- Match personnel and fringe
- Limited career pathway in the region. This program will provide opportunities for Nez Perce youth to received training and education to enter a career or career pathway
- The “second part” mentioned in the executive summary is a next step after the program for students. This is not intended to be part of the project, but is where it may lead for some students interested in pursuing additional training after program completion and or high school graduation
- Project schedule should reflect 78 completers not 88
- Sustainability is questionable
- BTI is an out of Oregon. Previous funding for contracted services has been allowed for outside training providers. However, policy would not allow the lead applicant to be an located outside Idaho.
- 58% score, medium alignment
- The TERO has done a great job partnering with IBE on the development of the YAP and getting youth apprentices access to supportive services

Motion by Mr. Larsen to recommend approval to the Executive Committee of the Nez Perce Youth Apprenticeship Program – Innovation Grant for the full \$197,000.00. Second by Mr. Kolb. Motion carried.

- ***North Idaho College Mechatronics – Industry Sector Grant***

North Idaho College will develop two educational pathways - a for-credit and a non-credit option - that yield practical skills and credentials in advanced manufacturing. The project will expand the existing mechatronics education and training by increasing the 1-year certificate program from 12 to 20 seats. It will also expand the capacity of the University of Idaho and North Idaho College 2+2 transfer program and expand the outreach and awareness of advanced manufacturing trades and related careers. This project will also feature an outreach component through a one-week summer industry experience cohosted between NIC and Wagstaff, Inc., plus additional recruitments across the five counties in North Idaho.

Amount Requested: \$734,895.76

Discussion:

- Serve 110 individuals
- Program will grow the number of seats from 12-20
- Program is a collaboration between NIC and UI for the 2+2 transfer program
- This is similar to the other Mechatronics certificates approved by the Council
- What if NIC is unable to execute the grant
 - CTE could step in to assist
- Year 1 majority of spend
- No year 3 shown on budget as contract will need to end on 9/30/2026
- If in kind doesn't come through? Checks and balances in place
- The Committee score the application at 68%
- Enrollment has been declining

Motion by Mr. Greene to approve the North Idaho College Mechatronics – Industry Sector Grant for the full amount of \$734,895.76. Second by Mr. Mendoza. Motion carried.

- **University of Idaho Cleanroom - Industry Sector Grant**

This grant expands the facilities and equipment that will support two new certificates (semiconductor design and microelectronics fabrication) and the NGeM program. Certificates are only 12 credits each, allowing students in aligned degree tracks to add a certificate without pursuing a new major or minor, and making the certificate more accessible and appealing for students. Recruitment of new students will focus on rural areas, and industry experts will be involved throughout the project to build and refine the course content to most closely align to industry needs. Additionally, industry professionals will participate in the program as guest lecturers to directly connect students to real-world knowledge. Students will obtain credentials including a Bachelor of Science degree in: electrical engineering, computer engineering, chemical engineering, mechanical engineering, applied physics, and chemistry, or an undergraduate certificate in semiconductor design and microelectronics fabrication.

Amount Requested: \$1,100,000

Discussion:

- 150 served during the grant
- Project will take place at the Moscow campus with some distance learning taking place through the engineering outreach program
- This project will renovate and expand the existing cleanroom
- The committee score the application at 71%
- Committee commented on the performance of previous grants. The rubric scores provided by the committee reflects their concern with the institutions prior grant performance

Motion by Ms. Logan to recommend approval to the Executive Committee of the University of Idaho Cleanroom - Industry Sector Grant for the full amount of \$1,100,000.00. Second by Mr. Larsen. Motion carried.

Additional Agenda Item: Meeting schedule going forward

- Proposal
 - Monthly – yes, 90 mins
 - Doodle poll to be sent for October and November meeting dates
 - June in person going forward if needed

Motion to adjourn by Mr. Maloney. Second by Ms. Logan.

Meeting adjourned at 2:35 p.m.