

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

EXECUTIVE COMMITTEE MEETING MINUTES

Date: Thursday, August 8, 2024

Time: 2:00 – 3:30 PM

Council Committee Members: Deni Hoehne, John Young, Joe Maloney, Kelly Kolb, Sarah Griffin, ~~Scott Bedke~~

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

Call to Order at 2:01 PM

Welcome

Deni Hoehne, Chair

- Review Agenda
- Note: The WDC Staff made a good-faith effort to upload the agenda for this meeting to Townhall. This action was not completed. Per Townhall, noting this mistake in the minutes remedies the action. Council Leadership is aware. – Denise Hill, 08/08/2024.

***Review July 11, 2024, Meeting Minutes**

Motion by Ms. Griffin to approve the July 11, 2024 Meeting Minutes as written. Second by Mr. Kolb. Motion carried.

Budget Items

- FY24 Budget Report
 - WDTF Operating - 90% of plan spent, 1 item over – office construction due to delay, made up the difference in travel and other categories
 - WDTF
 - Interest received in June \$976,101, discussion on how to spend during September Council meeting
 - WIOA/YARG
 - YARG closing out in August and September, final will be within \$16K of all funds spent
 - ARPA
 - 100% of Launch allocated
 - TPM - 1 additional year for Lightcast
 - Reserve for CHIPS Act Projects – all but \$437,773 obligated
 - Salary number gets us through 2027
 - Child Care - working on contracts, all in place by 9/30
 - In-Demand Career Fund
 - \$695,927 interest received in June

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- \$10M in cash in the fund not sure where it was supposed to be transferred to – investigating; however we don't have spending authority for it
- CNA Study complete
 - JLOC presentation next Friday
 - Balance reverts to general fund

WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2024 Budget
For the Period July 1, 2023 - June 30, 2024

WDTF				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 509,100	\$ 433,205	\$ 75,895	85%
Personnel	\$ 509,100	\$ 433,205	\$ 75,895	85%
Administrative Services & Supplies	10,000	8,992	1,008	90%
Communication Costs	12,000	7,743	4,257	65%
Computer Services & Supplies	36,000	11,559	24,441	32%
Contracts, Events & Other Council Activities	284,750	240,111	44,639	84%
Employee Development, Memberships & Subscriptions	6,400	5,533	867	86%
Employee Travel Costs	25,000	22,009	2,991	88%
Government Overhead & Insurance	6,250	5,705	545	91%
Rentals & Operating Leases	25,000	79,333	(54,333)	317%
Operating Budget	\$ 405,400	\$ 380,986	\$ 24,414	94%
Grand Total	\$ 914,500	\$ 814,191	\$ 100,309	89%

Trustee and Benefits FY24	
Grant Reimbursement Spending Authority	\$ 22,684,500
Innovation	898,523
Launch	225,814
Outreach	94,767
Employer	650,887
Industry Sector	2,545,510
Ending Balance	\$ 18,268,998

WDTF Financial Summary	
WDTF Cash Balance 6/1/2024	\$ 27,899,556
Revenue	5,050
Interest	976,101
Payments	150,945
WDTF Cash Balance 6/30/2024	\$ 28,729,762
Obligated Employer Grants	1,269,502
Obligated Industry Sector Grants	7,188,666
Obligated Innovation Grants	1,164,759
STEM-Focused Grants	13,309,837
Obligated Outreach Projects & Allocated Budget	62,377
Preceptorship	191,000
*LAUNCH	2,349,084
FY24 WDTF Admin Costs	-
Obligated Balance	\$ 25,535,225
Unobligated Balance	\$ 3,194,537
Proposals Under Review	2,231,973
Unobligated Balance if all funded	\$ 962,564

WDTF Revenue			
Month	Transfer In	Interest	Collection Cost
July	\$ 373,170	\$ 81,454	\$ 18,040
August	857,723	85,185	10,613
September	25,531	-	4,930
October	309,649	797	14,547
November	717,753	-	9,152
December	10,378	-	14,493
January	217,905	-	16,043
February	573,795	-	7,137
March	18,862	-	25,737
June	573,551	-	-
May	1,364,836	-	-
June	5,050	976,101	-
FY24 Totals	\$ 5,048,204	\$ 1,143,538	\$ 120,692

*Includes all Launch funding made available for FY23 & FY24.

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WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2024 Budget
For the Period July 1, 2023 - June 30, 2024

WIOA				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 121,900	\$ 115,814	\$ 6,086	95%
Personnel	\$ 121,900	\$ 115,814	\$ 6,086	95%
Administrative Services & Supplies	\$ 1,000	\$ 731	\$ 269	73%
Communication Costs	-	366	(366)	0%
Computer Services & Supplies	-	545	(545)	0%
Contracts, Events & Other Council Activities	31,425	34,494	(3,069)	110%
Employee Development, Memberships & Subscriptions	17,575	1,400	16,175	8%
Employee Travel Costs	-	-	-	0%
Government Overhead & Insurance	-	-	-	0%
Rentals & Operating Leases	-	-	-	0%
Operating Budget	\$ 50,000	\$ 37,536	\$ 12,464	75%
Grand Total	\$ 171,900	\$ 153,350	\$ 18,550	89%

YARG				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 94,400	\$ 97,279	\$ (2,879)	103%
Personnel	\$ 94,400	\$ 97,279	\$ (2,879)	103%
Administrative Services & Supplies	\$ 675	\$ 164	\$ 511	24%
Communication Costs	660	300	360	45%
Computer Services & Supplies	-	1,851	(1,851)	0%
Contracts, Events & Other Council Activities	27,665	-	27,665	0%
Employee Development, Memberships & Subscriptions	1,000	179	821	18%
Employee Travel Costs	-	-	-	0%
Government Overhead & Insurance	-	-	-	0%
Rentals & Operating Leases	-	-	-	0%
Operating Budget	\$ 30,000	\$ 2,494	\$ 27,506	8%
Grand Total	\$ 124,400	\$ 99,773	\$ 24,627	80%

Trustee and Benefits	Beg Balance	Apprentice Disbursements	Third-party Disbursements	End Balance
Grant Reimbursement(s) Spending Authority	\$ 636,500	\$ 150,417	\$ 455,064	\$ 31,019

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ARPA WFDT				
Category & Grantee	Budget	Obligated	Unobligated	Disbursements
Idaho Launch	\$ 20,333,761	\$ 20,333,761		\$ 16,390,638
Talent Pipeline Management (TPM) – Regional Coordinators	\$ 2,165,881		\$ -	
1 Percent Consulting		297,580		287,656
Center for Advanced Energy Studies		300,000		327,079
Clearwater Economic Development Association		288,314		146,732
Coeur d'Alene Area Economic Development Corp		302,000		159,701
College Southern Idaho		268,042		209,162
Idaho Associated General Contractors		299,465		258,145
Idaho Manufacturing Alliance		237,731		85,592
TPM Training & Lightcast Licenses		172,750		112,750
Reserved for CHIPS Act Projects*	\$ 26,000,000		\$ 437,773	
Boise School District - DTEC Welding ISG		\$ 325,972		\$ -
BSU Semiconductor Cleanroom ISG		1,759,695		-
CEI Mechatronics ISG		499,999		-
CSI Mechatronics/Engineering ISG		1,414,605		-
CWI Mechatronics (AMET) ISG		4,194,931		216,902
ISU Semiconductor Technician ISG		994,472		-
Micron Employer Grant		13,498,100		-
Other		1,834,896		-
UI ASAI (NGEM) ISG		1,039,557		-
Next Steps Idaho Investments	\$ 110,758	\$ 110,758	\$ -	\$ 110,758
Idaho Launch Website & Marketing	\$ 350,000	\$ 350,000	\$ -	\$ 320,484
Salary	\$ 691,600	\$ 691,600	\$ -	\$ 210,050
Operating	\$ 348,000	\$ 348,000	\$ -	\$ 55,482
Grand Total	\$ 50,000,000	\$ 49,562,227	\$ 437,773	\$ 18,891,130

*ISG = Industry Sector Grant

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ARPA Child Care				
Category & Grantee	Budget	Obligated	Unobligated	Disbursements
Child Care Grants	\$ 29,295,096		\$ -	
ABC Above and Beyond the Classroom		\$ 72,318		\$ -
Acuarela LLC		120,000		-
Apples and Oranges		90,000		-
Armbruster Kids LLC		138,547		-
Ashley's Daycare & Montessori		152,665		-
Baby Bee Daycare		360,000		360,000
Baraka Childcare		60,000		-
Bilingual Adventures Academy		180,000		-
Boise State Children's Center		393,705		-
Boys & Girls Club Ada County (Kuna)		1,404,000		795,000
Boys & Girls Club Lewis Clark Valley		1,680,000		848,000
Boys & Girls Club Magic Valley (Rupert)		318,000		-
Bright Stars Childcare		150,000		137,666
Bruneau-Grand View School District		165,000		-
Care House Learning Center		88,860		72,680
Castleford School District Wolf Pup Preschool		270,000		52,985
Chita's Kids Preschool		94,756		94,756
City of New Meadows		600,000		-
Cookies N Milk Daycare		351,500		351,500
Creative Corner Learning Center LLC		180,000		-
Ducks In A Row Daycare		180,000		-
Gem Kids Infant and Toddler Center LLC		180,000		-
Genesee Joint School District #282		284,962		-
Giraffe Laugh		1,823,947		67,785
Huckleberry Montessori		176,635		-
Idaho Falls Family YMCA		204,500		-
Ignite Idaho Family Resource Center		96,449		-
Jabbers LLC		180,000		-
Jellybean's PlayCare Center		179,957		-
Kaniksu Community Health Clinic		375,000		375,000
Kreative Kids Academy TF LLC		644,000		-
Kuna Joint School District #003		75,000		16,285
Land of the Littles		179,999		-
Lilypad Childcare LLC		160,000		-
Lincoln County		450,000		-
Little Me with Daycare		67,090		37,593
Lollipop Land		922,456		-
Loly's Daycare LLC		400,000		-
Lost Rivers Medical Center		270,000		270,000
Lucky Duck Preschool		2,198,900		2,198,900
Magic Stars Spanish Preschool		180,000		-
Mayra's Spanish Preschool and Daycare		195,000		-
McCall-Donnelly Joint School District		452,000		452,000
Micron		100,000		-
Mountain Sky Daycare		126,725		-

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Category & Grantee	Budget	Obligated	Unobligated	Disbursements
<i>Nampa School District</i>		\$ 390,542		\$ -
<i>Our Future Society LLC</i>		177,100		-
<i>Public Safety</i>		2,962,475		-
<i>Saggy Britches dba the Barnyard Daycare & Learning</i>		179,068		179,068
<i>Storybook Adventure</i>		2,250,000		2,250,000
<i>Tamarack Resort</i>		166,724		-
<i>Teton Regional Economic Coalition</i>		1,170,000		851,923
<i>The Advocates</i>		455,000		-
<i>The Little Red Roost Child Care</i>		101,671		44,896
<i>Tiny Tots Learning Center</i>		494,240		145,166
<i>Tiny Town</i>		616,950		500,191
<i>Treasure Valley Waldorf LLC DBA Wildflowers</i>		180,000		-
<i>United Way of South Central Idaho (E-Street)</i>		900,000		364,674
<i>Whole Child</i>		378,455		78,455
<i>Wonderschool</i>		849,700		849,700
<i>YMCA Treasure Valley</i>		1,051,200		-
Salary*	\$ 644,904	\$ 644,904	\$ -	\$ 358,010
Operating Budget	\$ 60,000	\$ 60,000	\$ -	\$ 33,925
Grand Total	\$ 30,000,000	\$ 30,000,000	\$ -	\$ 11,786,156

* Includes expenditures FY22

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In Demand Careers				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 1,005,100	\$ 412,259	\$ 592,841	41%
Personnel	\$ 1,005,100	\$ 412,259	\$ 592,841	41%
Administrative Services & Supplies	\$ 15,000	\$ 7,341	\$ 7,659	49%
Communication Costs	16,200	8,887	7,313	55%
Computer Services & Supplies	153,200	19,404	133,796	13%
Contracts, Events & Other Council Activities	3,729,200	1,082,928	2,646,272	29%
Employee Development, Memberships & Subscriptions	12,000	255	11,745	2%
Employee Travel Costs	45,000	16,829	28,171	37%
Government Overhead & Insurance	2,350	6,418	(4,068)	273%
Rentals & Operating Leases	21,950	21,946	4	100%
Operating Budget	\$ 3,994,900	\$ 1,164,007	\$ 2,830,893	29%
Grand Total	\$ 5,000,000	\$ 1,576,266	\$ 3,423,734	32%

In Demand Careers			
Month	Transfer In	Interest	Collection Cost
July	\$ 20,000,000	\$ 1,932	\$ -
August	(11,250,000)	-	-
September	-	-	-
October	20,000,000	-	-
November	(11,250,000)	-	-
December	-	-	-
January	20,000,000	-	-
February	-	-	-
March	(11,250,000)	-	-
June	20,000,000	-	-
May	\$ (31,250,000)	-	-
June	-	693,996	-
FY24 Totals	\$ 15,000,000	\$ 695,927	\$ -

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CNA Study				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ -		\$ -	0%
Personnel	\$ -	\$ -	\$ -	0%
Administrative Services & Supplies	-		-	0%
Communication Costs	-		-	0%
Computer Services & Supplies	-		-	0%
Employee Development, Memberships & Subscription	-		-	0%
Employee Travel Costs	-		-	0%
Contracts, Events & Other Council Activities	106,070	-	106,070	0%
Rentals & Operating Leases	-		-	0%
Government Overhead & Insurance	-		-	0%
Operating Budget	\$ 106,070	\$ -	\$ 106,070	0%
Grand Total	\$ 106,070	\$ -	\$ 106,070	0%

- FY25 Monthly Budget Review – No July report – finishing year end closing
- ***FY26 Request**
 - No additional line items
 - Applied for \$1.135M Grant – US Dept. of Commerce/Natcast supporting CHIPS
 - Elaine wrote application – for supportive services for participants going through programs (430 at \$2,500)
 - \$1.075M goes to the participants
 - Will leverage our existing and completed work
 - May cause request for line item; however, may be able to wrap under Workforce Development Training Fund

Motion by Mr. Young to recommend approval of the FY26 budget as presented; allowing for line item related to Natcast grant, if necessary. Second by Ms. Griffin. Motion carried.

LAUNCH Updates

Sherawn Reberry

- Final Awards
 - In process
 - 10,112 offered, 5,925 accepted, 81 declined
 - 5,269 funded, 588 extensions, 174 extensions approved, 414 extensions pending
 - 2,000 average logins daily
 - Communication by email, phone calls, texts
- Potential changes for next year:

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- Model the extern program; provide counselors with stipend to make contact during summer
- Adult Launch this year
 - Equus will not be writing vouchers this go-around. Need to test new system
 - 6 months to begin training pulled back from 1 year to match student program
 - No switching of programs
 - Policy committee
 - Distribution windows: August 2024 \$1.5M for obligation, January/ mid-December remainder of funds + recapture, window will remain open until all money is obligated
 - Distribution will be by industry

September Council Meeting Agenda Development

Wendi

- Proposed Agenda
- Discussion
 - WBL – items do not require Council approval
 - North Idaho Tech Hub presentation during lunch
 - Launch update
 - WDTF & In-Demand Career allocations, where to distribute interest funds
 - Statute allows for a transfer of up to \$10M for adults, this would be interest only
 - STEM Action Center changes
 - Feedback from Jeff Greene on Increasing LAUNCH Employer Engagement and Employment Outcomes
 - Tours – morning only at Chilco Mill

STEM Action Center Leadership

- Dee Mooney Sept 9th first official day as Exec. Director
- Agency reports up through WDC
- Advisory board, Governor's office wants it to be a committee under our Council
- Board needs to have replacements completed
- Executive Committee Proposal for board
 - Council member to chair – if Ed Atienza is appointed to Council, he could Chair
 - Micron identifying replacement for Dee
 - State Board will replace Dave Hill
 - Jani will decide Wendi's replacement
 - Erin Simms from St Lukes under consideration to replace Jad Mahnken from Saint Alphonsus

Executive Director Report

- Rod Gramer retiring – Paul Kellerer new President of IBE
- Attorney General's Office reviewing Micron CHIPS Intermediary Agreement – we are the intermediary for Idaho, fiscal agent is in New York. Process:

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- Micron gets funding from US Dept. of Commerce
- Passes funds to the Central New York Community Foundation
- CenterState Economic Development Corp and Idaho WDC help Micron identify projects ("Strategic Partners")
- Funding agreements awarded from Central NY Community Foundation to Strategic Partners
- Why? – USDOC is requiring workforce intermediaries for all CHIPS awardees

Executive Committee Discussion

Unanimous consent motion by Ms. Griffin to adjourn. Second by Mr. Kolb. No objections.

Adjourned 3:30 PM