

**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

### Child Care Expansion Grant Review Meeting Minutes

**Date:** Friday, December 20, 2024  
**Time:** 9:00 AM -11:00 AM  
**Location:** Zoom/In-Person\*  
514 W Jefferson St, Ste 136  
Boise, ID 83702

**Committee Members:** Sarah Griffin, Emily Allen, ~~Anna Almerico~~, Renee Bade, Martin Balben, Ben Davidson, ~~Lori McCann~~, Caroline Merritt

**Staff:** Amanda Ames, Jenny Hay, Denise Hill

**Guests:** Aubrie Hunt, Idaho DHW

**Called to order at 9:08 AM**  
**Welcome**

**Sarah Griffin, Chair**

**Roll Call** – quorum met

**Review Agenda** – no changes

**Review September 6, 2024 Meeting Minutes**

**Motion by Mr. Balben to approve the September 6, 2024 Meeting Minutes as presented. Second by Ms. Allen. Motion carried.**

**\*Request for Committee consent to allow Executive Director to recommend project modification requests for Executive Committee approval on behalf of CCEG Committee.**

**Amanda Ames**

- Council Operating procedures review
  - Executive Director responsibilities review
  - As this will be the final formal meeting of this committee, recommendation being made
  - Discussion:
    - Clarification, shifting project modification recommendations to Ms. Secrist rather than the CCEG Committee, discussion on issues would include CCEG Committee Chair

- All funding has been obligated and contracts are signed. There should be no need for any requests to go to full Council.
- In event of a project not moving forward, and presenting a need for reallocation of funds what would be the process?
  - A new project could not be awarded
  - Past committee process would be used by Executive Director, Committee Chair, and appropriate staff to make recommendation
- Staff does anticipate some current projects not moving forward due to no fault of their own
- Staff will work closely with awardees and provide possible options and if needed present to Executive Director for discussion with Chair and staff. Per Council policy, not all modification requests will need to follow this process
- Property is main issue for modifications, length of process lends to the issue and lack of available and appropriate properties
- Updates on projects will be provided to the committee on an infrequent basis
- Staff is working to provide a social media presence surrounding childcare
- January is the next reporting period; information will be shared if appropriate
- Committee is not formally disbanding; future meetings are being placed on hold at present

**Motion by Mr. Davidson to allow the Executive Director, Wendi Secrist to recommend project modification requests to the Executive Committee for approval on behalf of the Child Care Expansion Grant Committee. Second by Ms. Bade. Motion carried.**

**Unanimous consent motion by Mr. Balben to allow approval of today's meeting minutes by the Executive Director and Committee Chair. Second by Ms. Merritt. Motion carried.**

What process and priority would the Committee like to use for re-obligating reverted funding

- No small providers received reduced funding awards so would therefore not be eligible
- 3 large projects did not receive their maximum request, if awarded additional funds no additional seated would be added
- Small provider reverted funds can go to a large provider
- Recommend using the same criteria that has been used by Committee thus far
- Additional information is now available on some projects
- If an unusual situation arises, the Committee can reconvene
- Ask that consideration be given to all day facilities as a priority over after school programs

Final Notes from committee:

Thank you to everyone, it has been an honor. It has been challenging at times, but always rewarding. Members of the Committee have been a pleasure to work with. Hoping that the advocacy for childcare continues as it is necessary for a successful workforce.

**Unanimous consent motion by Ms. Allen to adjourn. Second by Ms. Merritt. No objections.**

Adjourned 10:10 AM