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Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

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

Grant Review Committee Meeting Minutes

Date: Tuesday, March 25, 2025

Time: 3:00 – 4:30 PM

Committee Members: Jake Reynolds, ~~Jay Larsen~~, Jeff Greene, ~~Joe Maloney~~, Kelly Kolb, ~~Rico Barrera~~, ~~Adrian San Miguel~~, Amanda Logan, Sergio Mendoza, Ben Davidson, Todd Putren

Staff: Denise Hill, Matthew Thomsen, Amanda Ames, Rebecca Watson, Stacy James

Guests:

Call to order at 3:02 PM

Welcome

Kelly Kolb, Chair

Roll Call – Introductions, quorum met

Review Agenda – *move actions to front of agenda, no objections*

Review February 25, 2025 Meeting Minutes

Motion by Mr. Greene to approve February 25, 2025 Meeting Minutes as written. Second by Mr. Reynolds. Motion carried.

WDTF Financial Report

Matthew Thomsen

- March transfer of interest 36,
- 3% allocation coming
- Awarded in Feb
- Balance
- Proposed
- Balance 62K
- 2 grantees requested to not move forward
 - Google
 - ISU culinary program, still moving forward without the grant, easier
- 2 Awardees rejected, new or have we seen this before? A few 4 or 5 for various reasons

*WDTF Grant Requests

Kelly Kolb

- North Idaho College Innovation Grant

North Idaho College (NIC) is launching a Certified Sous Chef Apprenticeship to expand its Culinary Arts program, offering a structured, industry-recognized pathway for individuals pursuing careers as skilled culinary professionals. The program follows the American Culinary Federation (ACF) apprenticeship model. During the grant period, NIC will work toward ACF accreditation and explore state registration in partnership with the Idaho Department of Labor. The apprenticeship consists of six semesters of classroom and lab instruction at NIC, coupled with 4,000 hours of paid on-the-job training at approved industry sponsor sites. Apprentices will receive mentorship from certified chefs, develop ACF-defined competencies, earn an Associate of Applied Science (AAS) degree, and qualify for the ACF's national Certified Sous Chef exam. The program will train up to 22 participants over two years, including incumbent and non-incumbent workers.

Amount Requested: \$265,327.70

Discussion:

- Not Registered Apprenticeship, the program is an apprenticeship model through the American Culinary Federation (ACF) program
- Lightcast data indicates shortage
- Occupations this impacts expecting a 19% growth
- Working with a more flexible schedule for students
- Small amount being trained due to capacity
- One other culinary grant, Sun valley \$25k with 1M in match, later came back with 150K Ind sect
- Does the market need the certification for hiring? Is the certification necessary to get through measurable things the market needs or is it exposure? If later, 22 is good but if market needs then does the program meet the need?
- It is about the quality of the individuals in the market
- Rubric score 58%

Further Discussion:

- Rubric for past performance, if they haven't met standards should it is 0
- Also, if no in-kind and cash match then 1
- So many open grants at present and have requested extensions
- Visit match rate perhaps deeper definition
- Cost per participant seems high, total participants low
- \$12,060 per participant
- Not seeing this filling the gap of employee need
- What is the wage they will receive after this training, is cost justifiable
- Lowest approved to move forward? High 60 to low 80 is normal range
- If the cost per participant is higher % of match or cash would it change anyone's thought? Sometimes grade higher if they have that along with lower cost participant
- Investment in tourism is valid, but is this on the in-demand listing
- Would score higher with more past success and more buy in from employer
- Agree there is need, but this program doesn't feel like it solves the need
- Cost standpoint is the struggle, addressed in feedback; minimal response
- Sous chef is not individualized on in-demand, cooks and chefs are listed
- Is the overall pipeline benefit? If the skills help advancement, then it helps the pipeline
- Expectations vary based on the location of industry
- 83% of budget cost is staff and travel, sustainability is in question

- If it is truly high demand capacity should be doubled
- Need more match, in-kind, and students also need better past performance

Motion by Mr. Reynolds to deny approval of the North Idaho College Innovation Grant in the amount of \$265,327.70 based on cost per person, and low alignment, and funds available. Second by Mr. Greene. Motion carried.

***WDTF Grant Policy and Rubric Discussion**

Kelly Kolb

- Industry Sector Grants
 - Recommended Changes Rubric
 - Employer grant rubric, adding certs, staff assessment of similar programs, good and bad
 - Yes, staff analysis is good
 - Rubric
 - Keep Goals, must meet one
 - Variables
 - Employer variable score 0 – 64% not recommended
 - Comments
 - Past performance – lots of questions from committee
 - Most have exceeded
 - Wages will be part of rubric after June per policy change
 - County wage update to policy
 - Credentials – employer grant wants to consider waiting on WBL document completion
 - Past perf – 1 if no grants, 0 for poor past performance...change come from policy first, then score based on that
 - Document to review and revisit at future meeting

Quarterly Grant Review Committee Meeting Prep

Matthew Thomsen

- 10 applications
 - 3 employer grants
 - 7 ind. Innovation
 - Funding is available if the committee chooses to recommend all grants
- Changes must go to Policy and then to council – June
- Employer/industry sector policy changes would go to Council in June
- Applications will be sent out to the committee on April 11th

March Policy Committee Meeting Update

Matthew Thomsen

- Quick review of policy recommendations
 - List from policy meeting

Motion tabled for future discussion by Mr. Reynolds, Second by Mr. Kolb. Motion carried.

Quorum lost 4:30

Meeting adjourned at 4:32 PM