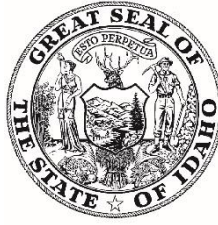


BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

Sarah Griffin
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

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

Grant Review Committee Meeting Minutes

Date: Tuesday, July 22, 2025

Time: 3:00 – 4:30 PM

Committee Members: ~~Jake Reynolds, Jay Larsen, Joe Maloney, Kelly Kolb, Rico Barrera, Adrian San Miguel,~~ Sergio Mendoza, ~~Ben Davidson,~~ Todd Putren, Catherine McClure, Christi Gilchrist

Staff: Denise Hill, Matthew Thomsen, Halle Fultz, Chad Lahti, Amanda Ames, Jenny Hay

Guests:

Call to order at 3:03 PM

Sergio Mendoza, Acting Chair

Welcome

Roll Call, quorum not met

Review Agenda

Review June 24, 2025 Meeting Minutes, tabled due to lack of quorum

WDTF Financial Report

Matthew Thomsen

- Minimal change from June
- Updated budget review during August meeting
- 4 applications received
- Learning how to live has been reduced
- Total \$842K
- No updated numbers for June, review at August meeting
- Good balance for available funds

August Grant Review Committee Meeting

Matthew Thomsen

- 4 grants for review, deadline closed
- Currently scheduled for the 26th all day, propose changing to virtual
- Adjust time to 1 – 3 PM MT
 - Catherine in person possibly
- Original policy used as well as rubric

- The new process changes will be utilized at the October meeting, also will be utilizing the new grant platform

Industry Sector Grant Policy Update

Matthew Thomsen

- Policy Committee approved the proposed language during the July meeting
 - Change to incumbent workers sentence for more clarity
 - Change in Contractual Terms section bullet held for more clarity on acquiring required information
 - Review in August for submittal to WDC September meeting review
 - No additional changes or recommendations

Grants Management Platform Update

Amanda Ames

- Process on track with Amplifund
- Previous platform closed
- In user testing phase
- Ensuring flow and edit capability
- Overall changes to look of budgets and training for applicants
- Currently meeting twice per week
- Platform will be open by end of summer
- Oct 28th Grant Review meeting in person, poll sent late August for dates
- Budgeting should provide more ease of use

***WDTF Grant Policy and Rubric Review**

Kelly Kolb

- **Tabled due to lack of quorum**

Meeting adjourned at 3:25 PM