

**BRAD LITTLE**  
GOVERNOR

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*Chair*

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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, October 28, 2025

**Time:** 8:00 AM – 5:00 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, Amanda Ames, Wendi Secrist, Alyssa Williams, Dee Mooney, Chad Lahti

**Guests:**

**Call to order at 8:05 AM**

**Kelly Kolb, Chair**

**Welcome**

***Roll Call, Introductions***

***Review Agenda***

***\*Review the August 26, 2025 Meeting Minutes***

**Motion by Mr. Davidson to approve August 26, 2025 Meeting Minutes. Second by Mr. Reynolds.  
Motion carried.**

**WDTF Financial Report**

**Matthew Thomsen**

- July and August numbers
- \$3M carryover
- No September numbers currently
- \$3.4M current balance
- \$1.3M in requests today
- No issue with holding unobligated funds
- Build up is due to new quarterly review schedule

**\*WDTF Grant Requests**

**Kelly Kolb**

### ***Mountain View Hospital - Employer Grant***

Mountain View Hospital is a full-service acute medical care facility offering comprehensive services to the Eastern Idaho community by providing emergency care and surgical services, heart and vascular care, orthopedics and spine treatment, maternity and women's health services, cancer care, advanced imaging and diagnostics, rehabilitation therapy, and behavioral health support. Grant funds will allow for implementation and creation of a "Control the Dose" program that will expand Mountain View Hospital's workforce and upskill current employees to address a critical shortage of radiologic technicians. This program allows development of in-house talent to fill 16 currently unfilled positions that will significantly expedite patient care. The program will enhance promotability and employability of existing employees by certifying them in limited-scope imaging equipment operation which can qualify workers for the more advanced role of Limited Capacity Radiologic Technical, increasing their upward mobility within the organization and broader job market.

Amount Requested: \$70,344

Discussion:

- Per quantitative funding model \$28K is maximum award
- Could fund 40% of request with \$28K
- Quantitative funding score administrated by IDOL
- \$53K preceptor wages
- Reduction in award may make the project unviable
- Per policy, Committee cannot award amount above quantitative funding score
- Send out quantitative funding model to committee, to be reviewed at future committee meeting, perhaps bring in representative from IDOL
- Good match numbers
- Preceptor seems to be bottleneck for grants
- Rubric score 78%
- They are required to share curriculum per policy
- No equipment dollars requested

**Motion by Ms. McClure to recommend approval to the Executive Committee of the Mountain View Hospital Employer Grant in the amount of \$28,000.**

**Amended motion by Ms. McClure to recommend approval to the Executive Committee of the Mountain View Hospital Employer Grant in the amount of \$28,000 with the caveat requesting an adjusted budget meeting the recommended amount from the quantitative funding model for review by the committee. Second by Mr. Mendoza. Motion carried**

### ***Idaho Manufacturing Alliance – Innovation Grant***

This project is designed to create a Pre-Apprenticeship Program for high school students, utilizing six high schools across Idaho, for preparation in high demand key industries such as manufacturing, semiconductors, and advanced technologies. Students will have the opportunity to gain industry-recognized credentials that will transition them into registered apprentice programs, internships, employment, or further training at postsecondary institutions. The program will provide training for 250 individuals with 200 receiving industry recognized credentials and has at least 30 manufacturers participating as formal partners during the two-year period. Funding will cover implementation and development of curriculum, program coordination, establishing a career matchmaking technology, and employer engagement to make the pre-apprenticeship program replicable and sustainable.

Amount Requested: \$339,284.00

Discussion:

- Innovation grants are up to \$25K over a one-year period, unless they cover multiple regions and/or include a work-based learning component, and can request up to \$25K per region. Grants designed to start or scale work-based learning efforts can request a two-year term.
- Pre-apprenticeship meets the requirement for multiple regions per policy
- Nothing blocking them from asking for more, staff has vetted the request and ensured it meets policy
- If they do this, will it be successful? Other similar grants are exceeding expectations
- Average wage for apprentices is \$20
- 30 partners, letters of intent from 3
- New path for Idaho Manufacturing Alliance
- They have been working to expand program for at least 4 years
- Did receive funds for an outreach proposal
- Rubric score 73%
- Industry recognized credential
- First experience of training may be OSHA based in Pre-K

**Motion by Mr. Reynolds to recommend approval of the Idaho Manufacturing Alliance Innovation Grant to the Executive Committee in the amount of \$339,284.00. Second by Mr. San Miguel. Motion carried.**

***Kamiah Joint School District #304 – Innovation Grant***

This project will incorporate an Advanced Workforce Readiness Program and an Employer Skill Gap Program to provide high school students with industry recognized credentials and certifications in the areas of welding, machining, CNC milling, mechanical systems, certified nursing assistants, and medical assistants. Each program will work to develop a Registered Apprentice Program so that the individuals completing the program will have the necessary skills to enter the workforce with guaranteed job interviews within the local industry. The project will serve 80 high school students with 60 receiving recognized credentials. Funding will cover teaching stipends, purchase of equipment/supplies, pre apprentice site visits, and student pre apprenticeship stipends.

Amount Requested: \$204,000.00

Discussion:

- Started as just one school, realized a more robust program was achievable
- Original application did not have CNA and Medical Assistant
- Idaho Business for Education assisted in building this out
- Great model for how we work with schools in rural communities
- Increased amount? Meets work-based learning component
- What is the connection between the three schools? The lead on the application works with all three schools' programs
- Mining is biggest industry in the region
- Stipend is incentive to get employers to participate and ensure students working towards credentials get paid
- Underserved area
- Good budget
- Rubric score 78%

**Motion by Ms. McClure to recommend approval of the Kamiah Joint School District #304 Innovation Grant in the amount of \$204,000 to the Executive Committee. Second by Mr. Mendoza. Motion carried.**

***Lake Pend Oreille School District - Innovation Grant***

This project allows high school students in a low-income, rural area of Idaho to participate in academic classes with exposure to aerospace careers, allowing them hands on experience in broad based-aviation focused programs to prepare them to enter the workforce or post-secondary education. Students will have the opportunity to gain experience in aircraft maintenance technology and manufacturing, basic engineering, airplane assembly, FAA ground school, and flight training. The project will serve a total of 40 students and funding will cover teaching stipend, airplane assembly parts, and hangar rent.

Amount Requested: \$25,000.00

Discussion:

- \$20k is hangar rent and parts, balance is for stipends
- Tech hub for the area lost funding and is in the middle of trying to recapture
- The district has worked with many community and employer partners before and have a good student success rate
- No credentials
- Rubric score 79%
- Filling a significant need in that region of the state

**Motion by Ms. Gilchrist to recommend approval of the Lake Pend Oreille School District Innovation Grant in the amount of \$25,000 to the Executive Committee. Second by Mr. Reynolds. Motion carried.**

***Mental Health Careers Academy (Jannus) – Innovation Grant***

This project proposes to establish a Mental Health Careers Academy (MHCA) designed to cultivate high school and college students' interest in and ability to access mental health careers. The MHCA will introduce high school students to careers in mental health, equip them with industry knowledge, build their foundational skills, and provide them with tools to advance wellbeing in their schools and communities while allowing health college students to support and mentor them. The project proposes to reach 75 individuals-15 high school students, 15 college students, and 45 professionals from the mental health field. Funding will support all operational costs, including staff salary and fringe benefits, computers, program supplies, partner subcontracts, participant stipends, speaker honorariums, printing, and tools to enhance virtual learning.

Amount Requested: \$250,000.00

Discussion:

- Jannus has a current WDTF grant
- Jannus is an umbrella organization over many non-profit programs
- This project application is from Southwest Idaho Health Education under Jannus
- Hard to fill positions
- What is the career path to jobs?
- Training is important, and there are other organizations offering similar training with credentials
- Currently have a similar project in Valley County, no view into success of that project
- Working to get the program going statewide
- Are the numbers there to support the project cost?
- Need a pipeline to recruit for the career

- Large amount of the budget is personnel
- What is practicality?
- Employability is questionable
- Future readiness project for 2028
- Summer internships possible and some college credit is possible for those in a related program already
- Rubric score 41%
- Budget cost per trainee is high, equal training available for the similar cost with credentials

**Motion by Ms. Gilchrist to deny the request from Mental Health Careers Academy (Jannus) for an Innovation Grant in the amount of \$250,000. Second by Ms. McClure. Motion carried**

Additional Comments:

Feedback will be provided

Request for Valley County success rate

***Eastern Idaho Electrical JATC – Innovation Grant***

This project will help to remove barriers and enhance training for 89 apprentices across Eastern Idaho Electricals' 23-county jurisdiction, addressing the critical shortage of skilled electrical workers in Idaho. The project provides apprentices with technical skills, hands-on experience, and industry certifications to supply a highly skilled workforce. The project will serve a total of 89 individuals, all of which will retain a recognized credential. The funds will support purchase of supplies and materials for 32 first-year apprentices, courses for 57 advanced apprentices, Virtual Reality headsets and curriculum, and purchase of a conduit bender.

Amount Requested: \$149,903.00

Discussion:

- Books, boots, etc. are a barrier for most
- Virtual component is for welding and some electrical coursework
- Virtual is cost efficient
- \$21 to start in program
- Paid on the job training
- Budget is mostly equipment
- Conduit material provided by 3<sup>rd</sup> party
- 7 letters of intent
- Rubric score 88%, Mr. Maloney abstained from scoring
- Waitlist for this program

**Motion by Mr. San Miguel to recommend approval of the Eastern Idaho Electrical JATC Innovation Grant in the amount of \$149,903 to the Executive Committee. Second by Mr. Davidson.**

Discussion:

- How are recipients of benefits determined, once accepted then available
- Need to encourage industry to help with boots, etc.

**Motion carried. Mr. Maloney abstained from voting**

### ***BSU Advanced Manufacturing – Industry Sector Grant***

Boise State University, through its advanced manufacturing workforce development initiative, “Make Idaho”, will develop a training pathway to prepare individuals for the advanced manufacturing (AM) industry. The program will support four main objectives including: infrastructure improvements, education and professional development opportunities, robust public-private partnerships and increased collaboration between Idaho institutions. The new infrastructure will complement our established AM efforts which further help to diversify the AM workforce, specifically targeting three key areas: AM of next-generation materials, AM in the biomedical field, and AM for extreme environments. This initiative will create courses that provide foundational AM knowledge for employees and employers, expose non-technical professionals to processes specific to additive manufacturing and materials development, and expand student’s knowledge of AM in various industries. Specific skills training is focused through short courses and workshops in healthcare, next-generation materials, AM and extreme environments, and cross cutting short courses in finite element methods and patterning. Short courses offering skills badges will be integrated into an AM, and undergraduate courses will incorporate hands on experience and demonstrations of instrumentation in AM technologies. As part of the pathway initiative, introductory lessons will be held for k-12 students participating in Aerospace Days.

Amount Requested: \$415,826.00

#### **Discussion:**

- Original request in 2024 during a time of limited available funds
- Awarded \$584K for one year with stipulations
- Did not hit the mark in providing contracted outcomes
- Cash match was met in year one
- Today’s decision is whether to award year 2 & 3 funding
- 50 participants doing coursework was the expectation, received 47 emails, 25 names, and 21 SSNs
- If not funded, professors & program would go away
- Under current award, 300 were to participate in the aerospace days, 150 actual
- Contract extended to April 2026 due to not expending funds and meeting goals
- Courses embedded in current credit system
- Short courses for skills badging
- What is the connection between biomedical and aerospace?
- If funded, would it meet goals? Success so far is minimal
- The program has momentum now with current award, but have yet to spend half of initial funding
- Will likely spend down in the remaining two quarters of the project
- Rubric scoring 49%

**Motion by Mr. Maloney to deny approval of the BSU Advanced Manufacturing Industry Sector Grant in the amount of \$415,826. Second by Mr. Mendoza.**

#### **Additional Discussion:**

- **Cost per participant does not meet the original expectations**
- **Focus is too broad, too many projects.**

**Motion carried.**

Logistics for next meeting

- Nov 25<sup>th</sup>

**Unanimous consent motion by Mr. Maloney to adjourn. No objections.**

**Meeting adjourned at 1:00 PM**