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GOVERNOR

Wendi Secrist
Executive Director

Deni Hoehne
Chair

Sarah Griffin
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

514 W Jefferson St, Ste 131, Boise, Idaho 83702

EXECUTIVE COMMITTEE MEETING MINUTES

Date: Thursday, November 13, 2025
Time: 2:00 – 3:30 PM

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

Staff: Sherawn Reberry, Matthew Thomsen, Denise Hill, Wendi Secrist, Kimberly Gardner, Alyssa Williams, Jenny Hay, Amanda Ames

Guests:

Call to Order at 2:01 PM

Welcome — **Deni Hoehne, Chair**

- Roll Call, Introductions
- Review Agenda
- ***Approve October 9, 2025 Meeting Minutes***

Unanimous consent motion by Mr. Kolb to approve the October 9, 2025 Meeting Minutes as written. Second by Ms. Morrow. Motion carried.

Budget Review — Wendi Secrist
Agenda item deferred

**** WDTF Grant Approval 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.

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514 W Jefferson St, Ste 131, Boise, Idaho 83702

Amount Requested: $70,344
Discussion:

- Rubric Score 78%
- Grant Review Committee approved request for $28,000 per the quantitative funding model recommendation.

Motion by Mr. Kolb to approve the Mountain View Hospital Employer Grant in the amount of $28,000.00. Second by Ms. Griffin.

Further Discussion:

- How will reduction affect the program? Not affected, applicant has adjusted budget already and can move forward.

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:

- Rubric Score 73%

Motion by Ms. Griffin to approve the Idaho Manufacturing Alliance Innovation Grant in the amount of $339,284.00. Second by Mr. Kolb.

Further Discussion:

- Is this a CHIPS related grant proposal? No, Idaho Manufacturing Alliance is applying for regular WDTF.
- Why is this different from the Kamiah proposal that appears very similar?
  - Each entity is sponsoring a separate program(s)
  - Kamiah geared to rural school districts supporting mining – direct apprenticeship, more hands on rather than pre-employment
  - IMA is pre-employment - a feeder program into formal apprenticeship programs

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- Pre-apprenticeships lead to greater success with apprenticeships, for example Idaho Power
- IMA is a group sponsor for their members – its their job to fill the pipeline for their member
- It's an Innovation Grant proposal due to WBL component
- Dollars asked seems high for pre-apprenticeship
- It is not a guarantee to get an apprenticeship, part of being a high-quality candidate
- 30 partners, 3 letters of intent
- Pre-apprentices will be more employable even if not offered an apprenticeship
- IMA currently has 46 apprentices over 11 programs

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. Three school districts are involved – Kamiah, Mullan and Kootenai. 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:

- Rubric Score 78%
- $46K for the hand-held laser welder, safety supplies

Motion by Ms. Morrow to approve the Kamiah Joint School District #304 Innovation Grant in the amount of $204,000.00. Second by Ms. Griffin.

Further Discussion:

- Majority is trade related
- IBE was part of initial conversation which helped expand the scope of the project to multiple school districts
- CTE programs are engaged

Motion Carried.

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

WORKFORCE DEVELOPMENT COUNCIL

514 W Jefferson St, Ste 131, Boise, Idaho 83702

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:

- Rubric Score 79%

Motion by Ms. Griffin to approve the Lake Pend Oreille School District Innovation Grant in the amount of $25,000.00. Second by Mr. Kolb.

Further Discussion:

- Is this money captured in the Tech Hub application, 99% sure it is not - can add stipulation in motion that staff are to verify
- There is a small industry in the region of businesses that build specialty parts for aerospace
- It is an in-demand career

Motion was amended by Ms. Griffin for approval dependent upon WDC Staff verifying funding in relationship to the Tech Hub application. Second by Mr. Kolb.

Motion Carried.

- ***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:

- Rubric Score 88%
- 7 letters of intent
- Common need across all state unions
- Includes VR headsets, new technology to the training center
- Stipend for boots, etc., is this more of an Industry Sector Grant than Innovation?
  - Innovation grants can be used for WBL

- Key difference is requirement for match
- No firm requirement for letters of support for Innovation grants

- JATC is actual employer, participants are hired and work for the contractors that are part of the union

Motion by Ms. Morrow to approve the Eastern Idaho Electrical JATC Innovation Grant in the amount of $149,903.00. Second by Ms. Griffin.

Further Discussion:

- None

Motion Carried.

Outreach Grant Modification ***Sherawn Reberry***

- ***KIVI TV***
  - $100K originally granted for Building Futures program
  - Contract to start January 2026
  - Additional funding has not come as anticipated from partnerships
  - Currently 4 industry partners, hoping for more as there is interest but they don't have proof of concept at this time
  - Will have statewide reach
  - Revising from 18 to 12 segments
  - WDC assisting in reaching partners
  - Drop in impressions count, frequency from 15 to 12
  - Do we want to continue, reduce, or return to Outreach Comm
  - Discussion
    - No example of segment available for conversations
    - Great project, could be very valuable
    - Meeting with WDC monthly, also meeting with IPTV
    - IPTV has 2 segments up and are working on a third
    - Ms. Griffin recusing herself as Idaho Power is one of the four partners
    - No action, sending request back to Outreach Committee to review

Child Care Expansion Grant Modifications ***Amanda Ames***

- ***Increased award amount for Boys and Girls Club of Magic Valley***
  - United Way of South-Central Idaho and Future Leaders unable to complete projects
  - ARPA funded
  - Have received $318K of $600K in recapture funds
  - Boys and Girls Club of Magic Valley has created 122 seats; original contract was for 150

- Received only partial award initially
- Can utilize during current contract
- Location is Region 4 for both entities
- Requesting reallocation of $282,000 from recovered funds

Motion by Ms. Griffin to reallocate $282,000 of recaptured funds to the Boys and Girls Club of Magic Valley. Second by Ms. Morrow.

Discussion:
None

Motion carried.

- ***Contract extension for National Law Enforcement Foundation***
  - Waiver in place for $30K per seat versus $15k per seat
  - Original award $2.9M
  - Contract ends December 31, 2025
  - Requesting extension to September 30, 2026 to utilize balance
  - Experienced delays out of their control, recently broke ground

Motion by Ms. Morrow to approve a 9-month extension to the National Law Enforcement Foundation. Second by Ms. Griffin. Motion carried.

****In-Demand Career Fund*** ***Wendi Secrist***

- ***Funding Transfer to Adult LAUNCH***
  - ***Item deferred to future meeting***

December Council Meeting Agenda All

- Virtual, approximately 3 hours
- Policy Committee will have a Child Care Policy Item
- Wendi to provide her JFAC presentation & annual report
- WIOA update Adult & Dislocated Worker procurement
- Presentation idea: History of Policy Changes of Workforce Development in the US
  - Tie into the current administrative priorities

Executive Directors Report Wendi Secrist

- Matt Thomsen transitioning to new position in private sector
- New Strategy & Operations Director Tina Polishchuk started November 10th

Executive Committee Members – Open Discussion All

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

Adjourned at 3:34 PM