

**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 83702

### One-Stop Committee Meeting Minutes

**Date:** December 9, 2025

**Time:** 10:30 AM-12:00 PM

**One-Stop Committee Members:** Beth Cunningham, ~~Korene Gonzalez~~, Kristyn Carr, ~~Kristin Matthews~~, Lynn Fyanes, Trevi Hardy, MiKayla Monaghan, Michaela McElroy, Chelsea Summerlin

**Guests:** Cheryl Jones, DHR

**Staff:** Wendi Secrist, Denise Hill, Sarah Nash, Chad Lahti, Tina Polishchuk

### Call to Order at 10:33 AM

Welcome

Kristyn Carr, Acting Chair

- Roll Call
- Review Agenda
- **\*Approve September 9 and October 14, 2025 Meeting Minutes**

**Unanimous consent motion by Ms. Hardy to approve the September 9 and October 14, 2025 Meeting Minutes as presented. Second by Ms. Cunningham. No objections, motion carried.**

One-Stop Operator Update

Sarah Nash

- Statewide Meeting/Training
  - Updating flyers
  - Libraries requests including some demographics
  - April 2, 2026
    - Deni Hoehne speaking on Change Management
      - Asking for examples of small & large changes within 18 months
      - How to manage change in the real world

WIOA State Plan

Chad Lahti

- Project Plan Update
  - Working through modifications
  - Waiting on guidance from USDOL
  - Expecting early March submission

- Working with what we have
- Sharing schedule
  - Mr. Barrera will provide a portal demonstration during the December 18<sup>th</sup> meeting
  - Two meetings in January to complete pieces
  - Post for public comments January 30th for 30 days
    - Week before deadline for individual plans
  - To this committee for approval following public comment period, then to Executive Committee
  - Questions and Information
    - Meetings happening to gain information from various sources, will share what is learned
    - Continue to push forward
    - May want a description of what is being done to implement the PEL strategy
    - SCSEP State Plan, will provide Ms. Fyans a copy with instructions
- Economic & Workforce Analysis Review
  - Currently working on State Plan
  - Chad & Wendi will meet with Ishani Garg and provide feedback for finalization
  - WIOA Advisory Group has reviewed
  - Want to ensure it is easily understandable
  - Report has 3 sections
    - Economic Analysis
      - Included AI component
      - Add summary
    - Workforce Analysis
      - Demographic Insights
      - Add summary
    - Areas of Opportunity
      - Not yet completed
      - Did leisure and recreation stand out this time as previously?
      - Service industry? Combined somewhere?
        - Job opportunities in rural areas are in these industries
        - How do we help them move up the ladder in these industries
        - Where does food service fit? Maybe under arts, entertainment and recreation?
        - Personal service defined as aides, hair, skin, nails
      - More focus on Advanced Manufacturing and others that we know are growing
      - Where is the growth really happening
        - Highest growth?
        - Perhaps numbers versus %, be consistent throughout
      - Professional, scientific, and technical defined as legal, accounting, etc. (NAICS)
      - Other Feedback
        - Include summaries after tables

- Is there analysis on emerging industries versus what is needed, gap analysis based on investments
- Create strategies for the population of youth not employed
  - State plan goals
  - Will remain much the same apart from DEI language
  - Data continues to show some of the same things currently

#### Federal Programs Update

All

- IDOL
  - No changes, normal for now
  - New grant in process for targeted industries
- CTE
  - WIOA T2, finishing Adult Education in State Plan
  - Waiting on more guidance
- VR
  - Serving waitlist as of October 22<sup>nd</sup>, about 200 so far
  - Only serving MSD group, others still going to waitlist
  - Pre- employment services program still receiving services ages 14 – 21
  - Some shifting of program responsibilities
- ICBVI
  - Mike Walsh retired, Caleb Tibbetts replacement
  - Implementing new case management system, go live February
  - Received all federal funding
- ICL
  - Currently in a holding pattern
  - All previously cancelled grants have been reinstated
  - State librarian retired, Dylan Baker replacement
- Job Corp
  - Funded through June 2026
  - Have refined communication
  - Actively communicating we are open and have opportunities
  - New program CMA
  - 2 Councils started to continue to engage in community
    - Goal to connect youth services with the community partners
  - Working on Advocacy
  - Planning Capitol Hill visits for next year

**Unanimous consent motion by Ms. Cunningham to adjourn. Second by Ms. Hardy. No objections.**

**Adjourned at 11:32 AM**