

BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

Sarah Griffin
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

514 W. Jefferson St. Boise, ID 83702

Quarterly Council Meeting Minutes

Date: Wednesday, December 10, 2025
Time: 9:00 a.m. – 1:00 p.m. (Mountain Time)
Location: Webinar
Public Link:

<https://us02web.zoom.us/j/83892612946?pwd=LoQMmqpFoztgTBLeHWzGAm2lQ0mKE5.1>

Council Member Links will be sent directly to individual emails

Council Member Attendees: Amanda Logan, Anna Almerico, Ben Davidson, Bill Reagan, ~~Brandon Dansie~~, ~~Senator Carrie Semmelroth~~, Daniel Puga, ~~Debbie Critchfield~~, Allison Duman proxy for Debbie Critchfield, Deni Hoehne, Donna Butler, ~~Hope Morrow~~, Heather Jones-Nunamaker proxy for Hope Morrow, Isaac Belden, James Smith, Jani Revier, Jeff Greene, Jeff Hough, Jeret Whitescarver, ~~Jody Hendrickx~~, Joe Maloney, Josh Tanner, Judy Taylor, Kelly Kolb, Lori Barber, ~~Marie Price~~, Martha Luna, Miren Unsworth, Russell Barron, Sarah Griffin, ~~Lt. Governor Scott Bedke~~, Sean Coletti, ~~Sergio Mendoza~~, Shawn Keough, Stephanie Pfeifer, Tia Davis, Todd Putren, Tom Kealey, Trevor Chadwick

Staff: Wendi Secrist, Denise Hill, Sherawn Reberry, Dee Mooney, Kimberly Gardner, Tina Polishchuk, Chad Lahti, Stacy James, Amanda Ames

Call to order at 9:00 a.m.

Deni Hoehne, Chair

Roll Call/Introductions – Quorum met.

Thank you Mayor Sean Coletti

Welcome Mayor Trevor Chadwick, Shawn Keough, Miren Unsworth, Tina Polishchuk

***Review/Approve Agenda**

A unanimous consent motion was made by Dr. Barber to approve the agenda as presented. Second by Mr. Greene. There were no objections.

A unanimous consent motion was made by Ms. Griffin to approve the September 10, 2025 Meeting Minutes as presented. Second by Mr. Kolb. There were no objections.

Budget Updates

Wendi Secrist, Executive Director

WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2026 Budget
For the Period July 1, 2025 - October 31, 2025

WDTF				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 543,700	\$ 189,129	\$ 354,571	35%
Personnel	\$ 543,700	\$ 189,129	\$ 354,571	35%
Administrative Services & Supplies	\$ 10,000	\$ 3,447	\$ 6,553	34%
Communication Costs	8,000	5,877	2,123	73%
Computer Services & Supplies	25,000	13,266	11,734	53%
Contracts, Events & Other Council Activities	321,621	132,742	188,879	41%
Employee Development, Memberships & Subscriptions	6,400	3,792	2,608	59%
Employee Travel Costs	25,000	7,653	17,347	31%
Government Overhead & Insurance	25,300	6,248	19,052	25%
Rentals & Operating Leases	25,079	-	25,079	0%
Operating Budget	\$ 446,400	\$ 173,026	\$ 273,374	39%
Grand Total	\$ 990,100	\$ 362,155	\$ 627,945	37%

Trustee and Benefits	
Grant Reimbursement Spending Authority	\$ 15,814,467
Innovation	1,369,780
Launch	12,202
Outreach	-
Employer	64,122
Industry Sector	678,845
TPM	38,404
Ending Balance	\$ 13,651,115

WDTF Financial Summary		WDTF Revenue			
WDTF Cash Balance 10/1/2025	\$ 27,107,384	Month	Transfer In	Interest	Collection Cost
Revenue	547,114	August	\$ 682,041	\$ 91,639	\$ -
Interest	91,192	August	826,786	92,126	-
Payments	580,256	September	7,930	95,514	-
WDTF Cash Balance 10/31/2025	\$ 27,165,434	October	547,114	91,192	
Obligated Employer Grants	782,222	November			
Obligated Industry Sector Grants	3,299,115	December			
Obligated Innovation Grants	1,465,023	January			
STEM-Focused Grants	7,930,908	February			
Obligated Outreach Projects & Allocated Budget	250,000	March			
Preceptorship	124,000	April			
*LAUNCH	7,839,513	May			
FY26 WDTF Admin Costs	627,945	June			
Obligated Balance	\$ 22,318,728	FY26 Totals	\$ 2,063,871	\$ 370,471	\$ -
Unobligated Balance	\$ 4,846,706				
Proposals Under Review	1,392,398				
Unobligated Balance if all funded	\$ 3,454,308				

*Includes all Launch funding made available for FY22 - FY25.

WDTF

- Personnel and Operations Budget on track
- \$15.8M spending authority
- WDTF Cash Balance October 31, 2025 \$27.2M

WIOA

WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2026 Budget
For the Period July 1, 2025 - October 31, 2025

WIOA				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 132,000	\$ 17,864	\$ 114,136	14%
Personnel	\$ 132,000	\$ 17,864	\$ 114,136	14%
Administrative Services & Supplies	\$ 1,000	\$ 737	\$ 263	74%
Communication Costs	-	-	-	0%
Computer Services & Supplies	-	-	-	0%
Contracts, Events & Other Council Activities	31,425	11,469	19,956	36%
Employee Development, Memberships & Subscriptions	16,880	3,675	13,205	22%
Employee Travel Costs	695	695	-	100%
Government Overhead & Insurance	-	-	-	0%
Rentals & Operating Leases	-	-	-	0%
Operating Budget	\$ 50,000	\$ 16,575	\$ 33,425	33%
Grand Total	\$ 182,000	\$ 34,439	\$ 147,561	19%

- On track
- 50% of Executive Director and Managerial Assistant salary charged to WIOA

LAUNCH In Demand Career Fund

WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2026 Budget
For the Period July 1, 2025 - October 31, 2025

In Demand Careers				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 659,763	\$ 164,837	\$ 494,926	25%
Personnel	\$ 659,763	\$ 164,837	\$ 494,926	25%
Administrative Services & Supplies	\$ 1,500	\$ 1,054	\$ 446	70%
Communication Costs	125,927	8,058	117,869	6%
Computer Services & Supplies	35,900	15,991	19,909	45%
Contracts, Events & Other Council Activities	1,902,081	733,393	1,168,688	39%
Employee Development, Memberships & Subscriptions	10,000	-	10,000	0%
Employee Travel Costs	20,000	5,063	14,937	25%
Government Overhead & Insurance	30,300	6,248	24,052	21%
Rentals & Operating Leases	75,079	-	75,079	0%
Operating Budget	\$ 2,200,787	\$ 769,807	\$ 1,430,981	35%
Grand Total	\$ 2,860,550	\$ 934,644	\$ 1,925,907	33%

Trustee and Benefits			
Grant Reimbursement Spending Authority	\$71,985,150	Expenditures	\$ 15,937,307

Other Transactions		
Month	Transfer In (Out)	Interest
July	\$ 20,000,000	\$ 219,898
August	-	226,428
September	(288,400)	292,148
October	20,000,000	275,905
November	-	-
December	-	-
January	-	-
February	-	-
March	-	-
Apr	-	-
May	-	-
June	-	-
FY26 Totals	\$ 39,711,600	\$ 1,014,380

- Initial startup funds \$4M, right sizing to \$2.9M in FY27
- Balance will shift to Trustee & Benefits
- \$71.9M spending authority, \$16M spent

ARPA WDTF

WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2023 - 2026 Budget
For the Period July 1, 2025 - October 31, 2025

ARPA WFTD				
Category & Grantee	Obligated	Disbursements	Under/Over	Actual %
Idaho Launch	\$ 20,660,295	\$ 19,942,953	\$ 717,342	97%
Talent Pipeline Management (TPM) – Region Coordinators				
1 Percent Consulting	\$ 290,138	\$ 290,138	\$ -	100%
Center for Advanced Energy Studies	550,000	550,000	-	100%
Clearwater Economic Development Association	168,325	168,325	-	100%
Coeur d'Alene Area Economic Development	198,528	198,528	-	100%
College Southern Idaho	247,106	247,106	-	100%
Idaho Associated General Contractors	286,156	286,156	-	100%
Idaho Manufacturing Alliance	248,998	245,801	3,196	99%
TPM Training & Lightcast Licenses	171,750	171,750	-	100%
Reserved for CHIPS Act Projects*				
Boise School District - DTEC Welding ISG	\$ 325,972	\$ 325,972	\$ -	100%
BSU Semiconductor Cleanroom ISG	1,759,972	141,000	1,618,972	8%
CEI Mechatronics ISG	499,999	499,999	-	100%
CSI Mechatronics/Engineering ISG	1,414,605	328,370	1,086,235	23%
CWI Mechatronics (AMET) ISG	4,194,931	1,943,472	2,251,459	46%
ISU Semiconductor Technician ISG	994,472	78,840	915,632	8%
Micron Employer Grant	13,498,100	-	13,498,100	0%
NIC Mechatronics ISG	734,896	501,475	233,421	68%
UI ASAI (NGEM) ISG	1,039,557	-	1,039,557	0%
UI Semiconductor Cleanroom ISG	1,100,000	-	1,100,000	0%
Next Steps Idaho Investments	\$ 110,758	\$ 110,758	\$ -	100%
Idaho Launch Website & Marketing	\$ 497,542	497,542	-	100%
Salary	\$ 691,600	\$ 333,092	\$ 358,508	48%
Operating	\$ 316,300	\$ 101,385	\$ 214,915	32%
Grand Total	\$ 50,000,000	\$ 27,358,738	\$22,641,262	55%

*ISG = Industry Sector Grant

- \$50M obligated, 55% spent
- Working with grantees to ensure they will be able to complete grant by October, 2026.

Child Care Active

WORKFORCE DEVELOPMENT COUNCIL
Fiscal Year 2023 - 2026 Budget
For the Period July 1, 2025 - October 31, 2025

ARPA Child Care				
Category & Grantee	Obligated	Disbursements	Under/Over	Actual %
Child Care Grants with Disbursements Open				
ABC Above and Beyond the Classroom	\$ 72,318	\$ 50,655	\$ 21,663	70%
Acuarela LLC	120,000	120,000	-	100%
Armbruster Kids LLC	138,547	130,589	7,958	94%
Bilingual Adventures Academy	180,000	83,186	96,814	46%
Boise State Children's Center	393,705	367,659	26,046	93%
Castleford Joint School District	270,000	229,844	40,156	85%
County of Lincoln	450,000	175,800	274,200	39%
Creative Corner Learning Center LLC	180,000	57,886	122,114	32%
Future Leaders Academy 2 LLC	238,619	-	238,619	0%
Gem Kids Infant and Toddler Center LLC	180,000	82,307	97,693	46%
Genesee Joint School District #282	284,962	94,588	190,374	33%
Giraffe Laugh	1,823,947	1,599,628	224,319	88%
Huckleberry Montessori	176,635	-	176,635	0%
Idaho Falls Family YMCA	204,500	146,641	57,860	72%
Ignite Idaho Family Resource Center	96,449	85,465	10,984	89%
Jellybeans PlayCare Center	179,957	66,263	113,694	37%
Kreative Kids Academy TF LLC	1,288,988	1,155,691	133,297	90%
Lilypad Childcare LLC	160,000	102,869	57,131	64%
Magic Stars Spanish Preschool	180,000	169,085	10,915	94%
Mayra's Spanish Preschool and Daycare	195,000	195,000	-	100%
Nampa School District	571,495	348,076	223,419	61%
National Law Enforcement Foundation	2,962,475	82,355	2,880,120	3%
Our Future Society LLC	177,100	177,100	-	100%
Tiny Tots Learning Center	235,620	194,175	41,445	82%
Treasure Valley Waldorf LLC DBA Wildflowers	180,000	180,000	-	100%
Whole Child	378,455	257,695	120,760	68%
YMCA Treasure Valley	965,312	-	965,312	0%

Child Care Closed

Category & Grantee	Obligated	Disbursements	Under/Over	Actual %
Child Care Grants with Disbursements Closed				
The Advocates	\$ 455,000	\$ 455,000	\$ -	100%
Apples and Oranges	90,000	90,000	-	100%
Ashley's Daycare & Montessori	152,665	152,665	-	100%
Baby Bee Daycare	360,000	360,000	-	100%
Baraka Childcare	60,000	60,000	-	100%
Boys & Girls Club Ada County (Kuna)	1,404,000	1,404,000	-	100%
Boys & Girls Club Lewis Clark Valley	1,680,000	1,680,000	-	100%
Boys & Girls Club Magic Valley (Rupert)	318,000	318,000	-	100%
Bright Stars Childcare	150,000	150,000	-	100%
Bruneau-Grand View School District	165,000	165,000	-	100%
Care House Learning Center	88,860	88,860	-	100%
Chita's Kids Preschool	94,756	94,756	-	100%
City of New Meadows	600,000	600,000	-	100%
Cookies N Milk Daycare	351,500	351,500	-	100%
Ducks In A Row Child Care LLC	180,000	180,000	-	100%
Jabbers Kids LLC	180,000	180,000	-	100%
Kanixsu Community Health Clinic	375,000	375,000	-	100%
Kuna Joint School District #003	75,000	75,000	-	100%
Little Me with Daycare	67,090	67,090	-	100%
Lollipop Land llc	1,022,456	1,022,456	-	100%
Loly's Daycare LLC	400,000	400,000	-	100%
Lost Rivers Medical Center	270,000	270,000	-	100%
Lucky Duck Preschool	2,198,900	2,198,900	-	100%
McCall-Dannelly Joint School District	452,000	452,000	-	100%
Micron Technology Inc	100,000	100,000	-	100%
Saggy Britches LLC dba the Barnyard Daycare	179,068	179,068	-	100%
Storybook Adventure	2,250,000	2,250,000	-	100%
Tamarack Resort	166,724	166,724	-	100%
Teton Regional Economic Coalition	1,170,000	1,170,000	-	100%
The Little Red Roost Child Care	101,671	101,671	-	100%
Tiny Town	616,950	616,950	-	100%
United Way of South Central Idaho (E-Street)	386,674	386,674	-	100%
Wonderschool	849,700	849,700	-	100%
Salary*	\$ 644,904	\$ 592,464	\$ 52,440	92%
Operating Budget	\$ 60,000	\$ 51,759	\$ 8,241	86%
Grand Total	\$ 30,000,000	\$ 23,807,792	\$ 6,192,209	79%

* Includes expenditures FY22

STEM AC

STEM AC GENERAL FUND through 10/31/2025				
State Expenditure Category	Budget	Actual	Under/(Over)	Actual %
Salary & Benefits	\$ 758,200	\$ 214,912	\$ 543,288	28%
Personnel	\$ 758,200	\$ 214,912	\$ 543,288	28%
Administrative Services & Supplies	\$ 24,200	\$ 2,913	\$ 21,287	12%
Communication Costs	\$ 10,800	\$ 2,629	\$ 8,171	24%
Computer Services & Supplies	\$ 35,319	\$ 2,101	\$ 33,218	6%
Contracts, Events & Other Council Activities	\$ 2,050,152	\$ 278,222	\$ 1,771,930	14%
Employee Development, Memberships & Subscriptions	\$ 5,000	\$ -	\$ 5,000	0%
Employee Travel Costs	\$ 30,500	\$ 1,173	\$ 29,327	4%
Government Overhead & Insurance	\$ 83,829	\$ 5,129	\$ 78,700	6%
Rentals & Operating Leases	\$ 140,500	\$ 28,299	\$ 112,201	20%
Operations, Cap, TB	\$ 2,380,300	\$ 320,466	\$ 2,059,834	13%
Grand Total	\$ 3,138,500	\$ 535,379	\$ 2,603,121	17%

STEM AC DEDICATED FUND CASH BALANCE				
STEM AC Cash Balance 07/01/2025				\$ 438,038
Revenue				\$ 719,312
Expenditures				\$ 717,100
Ending Balance on 10/31/2025				\$ 440,250
Externships				\$ 5,000
STEM School Designation				\$ 5,000
STEM Educators				\$ 13,829
AI-EDU				\$ 20,000
IDSEF/ASEF				\$ 9,878
Obligated Balance				\$ 53,706
Unobligated Balance				\$ 386,544

- Introducing consolidation bill during Legislative session
- Spending on track
- Moving STEM AC to WDC physical location
 - Cost of move split between WDC & STEM AC
 - Savings from current STEM location \$100K annually
- STEM AC Dedicated Fund (STEM Education Fund)
 - Remaining balance (after current grant cycle) will transfer to WDTF
- Discussion
 - 2 of 8 positions will be returned
 - Wrapping up obligations
 - STEM Education Fund will be eliminated

Policy Committee Updates

Sarah Griffin, CCEG Committee Chair

*Child Care Expansion Grant Policy Change

- Adds statement allowing reallocation of recaptured funds
- Council may award additional funds above application request amount within the maximum of \$15K per child served
- Recaptured funds come from projects not able to move forward or did not meet contractual requirements

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- Funds must be expended by December 2026
- Staff reviewing projects which received less than initially requested for viable recipients
- Cannot receive new applications, funds had to be obligated by December 2024
- Any balance will be returned to the federal government

Motion by Ms. Griffin to amend the Child Care Expansion Grant Policy with the requested changes as printed. Second by Mr. Puga.

Discussion:

- Confirming unspent dollars are returned to the US Treasury

Motion carried

LAUNCH Update – JFAC Presentation & Annual Report

**Wendi Secrist, Executive Director
Sherawn Reberry, Education & Careers
Director**

- LAUNCH update presented to JFAC November 5th
- Annual Report due December 15th
- Narrative has been college for all in the past
- Shift in thought that college is not the only path to success
- Idaho needs credentialed workforce at many levels
- 50% of college grads are working jobs that don't utilize their degree
- Apprenticeships in the US increased by 93.72% since 2015, 274.88% in Idaho
- LAUNCH offers choice, supporting all pathways to careers
- Seeing increase in licenses and short-term credentials
- Two-thirds of Idaho annual job openings require post-secondary credentials
- 103,000 annual job openings in Idaho
- LAUNCH is allowing us to see a more holistic view of where high school graduates go
- Survey of 2024 graduates, 56% said they chose to stay in Idaho due to LAUNCH
- Development of In Demand Career Matrix
 - Occupations scored using combination of 4 factors
 - Demand 40% of score, projected annual openings
 - Earnings 20% of score, wage potential
 - Economics 20% of score, regional economic strength
 - Training 20% of score, education requirement
 - Careers with score of 3 or higher are considered in-demand
 - Careers are then matched to programs
- Adult LAUNCH
 - Participants see an average wage increase of 40%
 - Working to create incentives to move them away from Medicaid expansion and other services

- Class of 2024
 - 21K seniors
 - Poised to fill the workforce pipeline, examples include:
 - 279 students chose vehicle and mobile equipment mechanics and repair
 - 1,077 chose life, physical, social science technicians
 - 369 chose health technologists and technicians
 - 317 chose construction and trade work
 - Award statistics Class of 2024
 - 12,352 submitted application
 - 9,261 offered
 - 7,013 awarded
 - 6,488 used or using award, 525 never used award
 - 5,214 meeting program standards
 - 573 under extensions
 - 280 completed program
 - 362 not meeting program standards
 - 59 under review
 - Repayment
 - 6% or 407 students are in repayment
 - 83% not meeting program standards
 - 17% withdrew from program
 - \$472K outstanding, \$111K repaid
 - Considering contract with collection agency for recovery
- Class of 2025, 2026
 - 2025
 - 9,105 offered
 - 135 declined
 - 6,843 using funds
 - 343 on extension
 - 2026
 - 7,478 submitted to-date, increase of 2,000 over 2025
 - Additional 3,000 applications started
 - 1st contingent award will be made before December 31st, students will be given 3 weeks to accept.
 - Those that do not respond will be returned to the applicant pool for the next round
- Discussion
 - Additional data on why they dropped
 - Gap year can be valuable, but a “good” job is hard to leave
 - AI speculation, will we see a shift to more hands-on jobs and trades

WIOA State Plan Economic & Workforce Analysis Overview

Kimberly Gardner, Researcher

- WIOA State Plan is submitted every 4 years with modifications every 2 years
- Analysis ensures we are working to align market conditions with our goals
- Analysis is conducted by the Idaho Department of Labor
- Overview of Economic Analysis
 - Question - Can we include a recession analysis in the state plan?
 - Currently 23 states are in recession
 - Idaho tends to lag or look different than other states in a recession
 - Construction and Real Estate decline the fastest
 - Construction took a decade to recover from the last one
- Discussion on AI and workforce section:
 - Senator Cook is leading a Task Force for AI. Further discussion on how to reskill and upskill is needed. WDC will follow up.
- Workforce Analysis
 - Potential decline in high school population is coming. This will reduce the number of young workers entering the workforce.
 - Unemployment rate includes those actively looking for employment. Over 13% for 16–19-year-olds is high.
 - Question – How does Idaho compare to the national average and/or neighboring states
 - Unemployment rate is arrived at through a survey then extrapolated across the group
 - Will be shored up as other information is received
- Returning Citizens/Justice involved
 - Focus on current programs connecting justice involved individuals to the workforce
- Opportunities or other questions
 - Seeing alignment with LAUNCH
 - Request from federal level on how to train; we connect people to training, we don't do training
 - CEI is transforming Engineering 101 to introduce AI
 - Piloting over the summer

Chair's Report

Deni Hoehne

- Thanks to Mayor Sean Coletti for your valuable insights
- Justice Involved Discussion:
 - Currently facilities are maxed
 - Need to increase preparedness for reentry
 - Dr. Reberry & LAUNCH team is visiting IDOC quarterly to speak with those in a reentry program
 - 33% return to incarceration
 - How do we assist them find a better job

- CEI is working with Senator Cook to assist with new reentry center in Idaho Falls, Adult LAUNCH will be an important piece

Executive Director's Report

Wendi Secrist

- Presented to DOGE Committee on WDC/STEM AC integration
 - Main questions surrounded the metrics, how are we measuring the resource effectiveness of funds going into the STEM AC?
 - The WDC Program Impact and Evaluation Committee is working on this
- Senator Lent and Representative Horman are the legislative sponsors for the integration
- Legislative session begins January 12th
- STEM AC Board will decide on investment of dedicated fund unobligated dollars
- Communication Plan for the integrations
 - STEM not going away, streamlining the continuous flow to careers
 - STEM is assumed to be tied to 4-year degrees
 - Integrated into multiple pathways and certificates
- Ms. Mooney will retire after the legislative session
- Hour of AI, formerly Hour of Code
 - 2 new staff members, Amanda Paterson and Branzell Porchia
 - Bring awareness to AI
 - Participants given data and information
 - Pre-survey completed, post-survey conducted in Spring 2026
- Basic data infrastructure has been Excel for WDC
 - Wilma Robertson hired to build a “data lake”
 - Tool to collect real time data from multiple sources and provide output when needed
- Workforce PELL Grants
 - Waiting on final rules
 - Governor will ask small working group to begin implementation (WDC, OSBE & CTE)
 - Will be able to use some of the LAUNCH infrastructure

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

Adjourn 11:27AM