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: January 13, 2026
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:

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

Call to Order at 10:32 AM

Welcome — Kristyn Carr, Acting Chair

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

Unanimous consent motion by Ms. Cunningham to approve the December 9, 2025 Meeting Minutes as presented. No objections, motion carried.

One-Stop Operator Update — Sarah Nash

- Statewide Meeting Update
    - Finalized and in motion
        - Guest speakers
            - Deni Hoehne & Alberto Gonzalez
- Working on reducing comprehensive centers from 2 to 1
    - Focusing on reducing administrative costs related to MOUs
    - Action from all by Friday
        - Total staff hours to Ms. Nash
        - One- Stop will be added to it
        - Needed from Council on Aging, ICBVI, VR, ICTE, IDOL, & Community Council
        - Designated comprehensive as required
        - No difference in expectations, suggest one comprehensive with others

being Network Partners

***AJC Certification Policy & Criteria Review & Update** Sarah Nash & Chad Lahti

- Offices certified every 3 years, ADA certifications done annually
- One proposed change in procedures with respect to meetings
  - Separate meetings with co-located partners
  - Regional meeting with all One-Stop partners
  - Formal tour of the office to document changes since previous certification
- There is little difference between comprehensive and affiliate offices, all Idaho offices operate at the level of the comprehensive offices

Motion by Ms. Summerlin to approve the proposed language addition to the AJC Certification Policy & Criteria Review as presented. Second by Ms. Fyanes.

No further discussion. Motion carried.

***WIOA State Plan Goals, Strategies & Focus Areas** Chad Lahti

- Strategic vision and goals, some minor adjustments to language, including alignment to America's Talent Strategy
- 3 goals approved by the Council, as part of their strategic plan
- Strategies within the goals are what One-Stop focuses on and are a subset of those goals
  - WIOA Advisory Group works on implementing these goals
- 4 Focus areas
  - Focus Area 1 – Improving Public Awareness and Access to the Workforce System
    - Currently making small tweaks i.e. adding some AI language
  - Focus area 2 – Build workforce system capacity to receive additional participants
    - Broaden areas, looking at harder to serve areas & service delivery
    - Aligning with TANF & SNAP Employment & Training Programs
  - Focus area 3 - Service to Youth
    - Good – ties to existing programs
  - Focus 4 - Career Pathways / Sector Partnerships
    - Good as written
- Performance goals
  - No change
- Assessment
  - Language added for review by WIOA Advisory Group and Council

Motion by Ms. Hardy to approve the proposed updates to the WIOA State Plan Goals, Strategies, & Focus Areas as presented. Second by Ms. Cunningham. Motion carried.

WIOA State Plan Timeline Update Chad Lahti

- To be completed by January 23rd, individual agencies plan also due at that time
- To be posted for public comment January 30th on WDC website along with individual plans; links can be provided to other locations for individual plans if needed
- No official guidance or due date has been received from USDOL

Unanimous consent motion by Ms. Cuningham to adjourn. No objections.
Adjourned at 11:25 AM