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

EXECUTIVE COMMITTEE MEETING MINUTES

Date: Wednesday, January 14, 2026
Time: 11:00 AM – 12:30 PM

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

Staff: Sherawn Reberry, Denise Hill, Wendi Secrist, Kimberly Gardner, Amanda Ames, Halle Fultz, Alyssa Williams, Jenny Hay, Dee Mooney, Stacy James, Tina Polishchuk

Guests:

Call to Order at 11: 02 AM

Welcome **Deni Hoehne, Chair**

- Roll Call
- Review Agenda
- ***Approve December 10, 2025 Meeting Minutes***

Unanimous consent motion by Ms. Griffin to approve the December 10, 2025 Meeting Minutes as written. No objections, motion carried.

Budget Review Wendi Secrist

- WDTF on track
- $27M cash balance
- Obligations at $22M
- 4 grant requests will be reviewed on January 27th by the Grant Review Committee
- WIOA on track
- In Demand on track
- ARPA – 58% spent of $50M
  - Micron started draw down – will continue monthly
  - U of I & BSU have not initiated draw down, assured there will be no issues
- ARPA Child Care
  - 82% spent

- ***Transfer In-Demand Career Funds to Adult LAUNCH***
  - $10M request for transfer
  - $1.6M in interest earned
  - Holding award funds for 400 early grads if needed

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- Obligated balance $58,616,000

Motion by Ms. Morrow to approve transferring $10M from the In Demand Career Fund to Adult LAUNCH. Second by Ms. Griffin.

No discussion. Motion carried.

Child Care Expansion Grant Modifications** **Amanda Ames

- Requesting reallocation of $261,453.00 to three grantees
- Approved application amounts were below the maximum allowable of $15,000 per added seat
- Aligns with CCEG approved by Council 12/10/2025
- Recovered funds from 2 closed projects
  - United Way of South-Central Idaho in Twin Falls
  - Whole Child LLC Rexburg
- 3 projects meet criteria in policy to receive additional funds
- All low risk, very successful in their projects and management of grant

- Loly's Daycare LLC Increased Award Amount
  - In business for several years

Motion by Ms. Griffin to approve the reallocation of funds in the amount of $200,000 as recommended to Loly's Daycare LLC. Second by Ms. Morrow.

No discussion. Motion carried.

- Armbruster Kids LLC Increased Award Amount
  - Strong performance with grant administration

Motion by Mr. Kolb to approve the reallocation of funds in the amount of $41,453 as recommended to Armbruster Kids LLC. Second by Ms. Morrow.

Discussion

- Has used full amount of initial grant award
- Has been managing with consistent revenues for almost a year

Motion carried.

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- Lilypad Childcare LLC Increased Award Amount
    - Additional funds to be used for a mix of operating and construction
    - Physically expanding the business

Motion by Ms. Morrow to approve the reallocation of funds in the amount of $20,000 as recommended to Lilypad Childcare LLC. Second by Ms. Griffin.

No discussion. Motion carried.

Teacher Externship Program – Reallocate FY25 Funds** **Wendi Secrist

- Proposal for what could be done with the balance of $189.091.95
- Plan for 100 Externs
    - Add $125K into current fiscal, cost sharing with 25 employers, or
    - Invest additional dollars and not do cost sharing would take $500K annually
    - Implementing cost sharing increases the workload for staff
    - Invoicing would require contract and receivable in LUMA
    - 15% of employers would be interested in cost sharing
    - Historical difficulty in recruiting host sites
    - Concerned we would lose industry participation with cost sharing model
    - Matt Thomsen's replacement starting January 20th
        - Jan Whiting, formerly VP of HR for Bish's RV
        - Was a customer of our WDTF Employer Grant program
        - Will be meeting with the TPM managers across the state
- Can push cost sharing decision giving time to further refine it
- The host sites have costs internally for their participation i.e. legalities, time sync, misc. expenses which should be considered "match" in kind
- How was the number of 100 arrived at? This is the maximum we can manage without having to add another staff member
- Ultimately what is the Council's priority?
- Can transfer up to $189,091.95 for FY26, would leave nothing for FY27 which opens the discussion
- Shifting year only today
- Educator participation to be 6 – 12 only as directed by the Work-Based Learning Committee based on reduction in spots
- With increased funding, this year would prioritize 6 – 12 and 100 participants
- Future year could potentially switch back to K – 12 and designate a cap on K-5

Motion by Ms. Morrow to approve the reallocation of FY25 funds in the amount of $189.091.95 to the Teacher Externship Program for FY26. Second by Ms. Griffin.

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No discussion. Motion carried.

WIOA State Plan Waivers Update — Wendi Secrist

- Submitting mid-March
- Presenting at March Council meeting for approval
- Waivers
    - State Board to operate as Local Board
    - Limit reporting for ETP to WIOA participants
    - Provide support services to adult and dislocated works for up to one-year after they exit the program
    - Remove requirement for comprehensive centers in each local area to lower administrative costs
        - IDOL is quantifying time and cost involved
        - Added cost reduces individuals served
    - Possible Waiver
        - WIOA reauthorization, which did not pass in 2024, would have allowed certain states to combine their Adult, Dislocated Worker and Youth funds into one "pool"
            - No guidance from USDOL on how this would have been implemented – may be challenging to establish policies
        - Thoughts
            - Ask Region 6 office if they can waive, get direction if even possible
            - Committee consensus is to wait and defer to the staff's expertise on this

Workforce Development Training Fund Review Process — All

- WDTF Grant Review Analysis
    - Discussed not using percentages, stick to points
    - 3 options for change to process flow from Grant Review to Executive
        - Review WDTF Goals (starting at Policy Comm) – if goals are shifted, that will necessitate policy, application and rubric updates.
        - Continue current flow – develop policy alignment checklist for Exec Comm review, provide supporting materials to complete checklist.
        - Develop a threshold (dollar amount and/or raw score) that goes to Exec for final approval. Anything under the threshold is under the purview of the Grant Review Comm to approve.
- Discussion
    - Good info for GRC, helps solidify that we've operated in the 60-80% range

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- The rubric is tough, but we are doing our due diligence
- Combination of first 2 options makes sense and trust committee with good goals
- Agreed, concern isn't amount of money but rather policy alignment
- Checklist is most important item

- Next step is for Policy committee to review goals and submit and changes to Council for approval, if ready will also review here in February
- Will send everything to the committee and plan to discuss what should be on the checklist at the February meeting

Executive Directors Report — Wendi Secrist

- Getting ready to release One-Stop Operator RFP
- Working on CHIPS projects
  - Micron groundbreaking Friday in New York
  - Wendi will be meeting with other intermediaries while there
  - 2 funding orders drafted
  - Funding for grant analyst integrated in the first funding order
  - Every funding order will provide 2% to help fund position
  - Analysis shows that we will have the money to fund the position until the last 2 quarters
    - Can delay hiring to 2nd quarter or shorten performance periods
    - Micron has indicated that they will assist in coverage by adding in funds later
- Legislature
  - Governor was very clear on the priority of LAUNCH
  - STEM AC, Representative Tanner will be carrying legislation
    - Making a couple small changes

Executive Committee Members – Open Discussion — All

- March Executive meeting to be moved to Tuesday afternoon prior to quarterly Council meeting

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

Adjourned at 12:29 PM