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: Tuesday, March 10, 2026
Time: 2 – 3:30 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 2:00 PM

Welcome — **Deni Hoehne, Chair**

- Roll Call
- Review Agenda
- ***Approve January 14, 2026 Meeting Minutes***

Unanimous consent motion by Ms. Griffin to approve the January 14, 2026 Meeting Minutes as written. No objections, motion carried.

Budget Review — Wendi Secrist

WDTF Grants for Approval** — **Amanda Ames

CWI AMET Expansion Industry Sector Grant

The College of Western Idaho (CWI) proposes to expand its Advanced Mechatronics and engineering Technology (AMET) training capacity by establishing a new instructional site at Micron's Boise Training Center. This expansion addresses the Treasure Valley's widening skills gap in advanced manufacturing, where employer demand for technicians is rising faster than the region's supply of qualified workers. Over the grant period, the project will train 134 individuals, with 74 expected to complete classroom instruction, and 111 earning recognized credentials. The program supports both new entrants and incumbent workers, contributing to wage gains, job placement, and long-term retention in Idaho's advanced manufacturing workforce. Grant funding will support personnel salary and fringe benefits, laptops for instructors, and indirect costs associated with project management. Micron is providing matching support, including $500,000 in CHIPS funding for instructional staffing and $1 million in equipment. CWI will utilize grants funds to build a sustainable, scalable training model that strengthens Idaho's talent pipeline, supports industry growth, and advances one of the nation's first federally registered apprenticeships in the semiconductor sector.

WORKFORCE DEVELOPMENT COUNCIL

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

Amount Requested: $319,611.00

Discussion:

- Grant Committee Rubric Score 72%
- Positive impacts on other supply chains
- Attainment of industry credentials
- Support for industry growth and registered apprenticeships
- GRC requested additional information from CWI and Micron for talent demands in the field and shifts in data over the last 4 years, request received and supportive

Motion by Ms. Griffin to approve the CWI AMET Expansion Industry Sector Grant in the amount of $319,611.00. Second by Mr. Kolb. Motion carried.

Idaho Outfitters and Guides Association Innovation Grant

The Idaho Outfitters and Guides Association (IOGA) will relaunch the Professional Guide Institute (PGI), a statewide training program designed to strengthen Idaho's outdoor recreation workforce. PGI addresses a critical skills gap by providing guides with science-based education in communication, interpretation, and resource stewardship—skills not covered by current licensing requirements. The program will deliver an online curriculum developed with industry partners and subject-matter experts, to 150 individuals covering Idaho's natural and cultural history, ecology, and professional standards. PGI will improve employability, create career pathways, and enhance visitor experiences, supporting rural economies and Idaho's reputation as a premier recreation destination. Grant funding will support curriculum development, implementation, supplies, and travel.

Amount Requested: $74,965.00

Discussion:

- Grant Review Committee Rubric score 72%
- Project aligns with important aspects of the state's economy

Motion by Mr. Kolb to approve the Idaho Outfitters and Guides Association Innovation Grant in the amount of $74,965.00. Second by Ms. Griffin. Motion carried.

LONG Building Technologies Employer Grant

LONG Building Technologies is a full-service building systems provider specializing in HVAC equipment, building automation, mechanical services, security solutions, and part distribution launching a new operation in Idaho. Grant funds will be utilized to hire and train 6 new employees, and re-train 25 existing employees, to meet customer demand, provide high-quality solutions, and build a sustainable foundation for long-term success in the Idaho market. The training will enhance promotability, employability, and wage potential for employees while supporting the company's ability to deliver high-quality, integrated building solutions.

Amount Requested: $54,058.00

Discussion:

WORKFORCE DEVELOPMENT COUNCIL

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

- Grant Review Committee Initial Score 58%, returned
- Grant Committee re-evaluation score 75%
- Clarification in responses

Motion by Ms. Morrow to approve the LONG Building Technologies Employer Grant in the amount of $54,058.00. Second by Mr. Maloney. Motion carried.

BSU Semiconductor Grant Modification ***Amanda Ames***

- BSU Semiconductor for All is an Industry Sector Grant with a performance period of 7/3/2023-7/2/2026
  - 1 year extension of the project to July 2, 2027
  - Budget modification
- Moving money out of personnel & travel into equipment, contracted services & other
- Modification to the budget category "Other"
  - Current language: Supplies for cleanroom, marketing, rental space, operating costs and costs associated with participants (Travel, Subsistence and Lodging)
- Proposed new language: Supplies for cleanroom, marketing, rental space, operating costs and costs associated with participants (Travel, Subsistence and Lodging), including **participant stipends**
  - The addition of this language will allow participants in the summer course to receive a stipend, in addition to a housing stipend, as the course is set to be 30-40 hours a week for a minimum of 6 weeks
  - The summer program will be time intensive, likely not allowing students to work much outside of the program. The stipend will encourage students to commit to and participate in the summer program, enhancing and expediting their course schedules.
- Modification to the budget category "Contracted Services"
  - Current language: IDLA and Foundry
- Proposed new language: Costs associated with course development and design
  - The change in this language will allow for flexibility for an alternative contractor to create additional course development at the community college level

Motion by Ms. Griffin to approve the BSU Semiconductor Grant Modification as proposed. Second by Mr. Kolb. Motion carried.

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

Huckleberry Montessori LLC Scope of Work Modification

- Requesting contract extension to 9/29/2026
- Requesting SOW change to add
  - Purchase or lease of lot
  - Purchase of modular classroom
  - Transfer of structure
  - Site preparation, utility installation

WORKFORCE DEVELOPMENT COUNCIL

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

- Connections including siding, roofing, HVAC
- Discussion
  - No demonstration of progress on finding a location
  - Lost opportunity, risk of non-use of funds
  - Concern in meeting grant deadlines

Motion by Ms. Morrow to deny the Huckleberry Montessori LLC Contract Extension and Scope of Work Modification request. Second by Mr. Maloney. Motion carried.

Increased award amounts proposed for Giraffe Laugh, Inc., Idaho Falls Family YMCA

- Requesting reallocation of recaptured funds totaling $312,058.86
- Reallocation of $187,578.60 to Giraffe Laugh & $124,480.26 to Idaho Fall Family YMCA
- Extension for both projects to latest end date of 9/30/2026

Motion by Ms. Griffin to approve the reallocation of funds to Giraffe Laugh and the Idaho Falls Family YMCA in the amounts of $187,578.60 and $124,480.26 respectively and approve additional extension requests for both parties. Second by Mr. Kolb. Motion carried.

March Council Meeting Agenda Review

- Welcome, Introductions, Agenda, Minutes
- Budget
- One-Stop Committee
  - American Job Center Certification Policy
  - WIOA State Plan Submission
  - WIOA Title 1 Funding Shifts
- Policy Committee
  - Workforce Development Training Fund Goals
- 2026 Idaho Economic Outlook – Sam Wolkenhauer
- Fy27 WDTF Allocations
  - Talent Pipeline management Request
  - Externship Program Request
  - Youth Apprenticeship
- Micron AI Initiatives – Himanshu Nanda
- WDC/STEEEM AC AI literacy Initiatives
- WDTF STEM Focused Grant Updates
- Chair's Repot
- Executive Director's Report
- Micron Walking or VR Tour

Executive Director's Report

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

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

Adjourned at 3:29 PM

DRAFT