BRAD LITTLE
GOVERNOR

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Executive Director

Deni Hoehne
Chair

Sarah Griffin
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

514 W Jefferson St, Ste 131, Boise, Idaho 83735-0510

Grant Review Committee Meeting Minutes

Date: Tuesday, March 24, 2026
Time: 3:00 – 4:30 PM

Committee Members: Jake Reynolds, Jay Larsen, ~~Joe Maloney,~~ ~~Kelly Kolb~~, ~~Rico Barrera~~, Adrian San Miguel, Sergio Mendoza, Ben Davidson, Todd Putren, Catherine McClure, ~~Christi Gilchrist,~~ Martha Luna

Staff: Denise Hill, Amanda Ames, Dee Mooney, Tina Polishchuk, Alyssa Williams, Halle Fultz

Guests:

Call to order at 3:02 PM — **Jake Reynolds, Acting Chair**
Welcome

Roll Call, Introductions
Review Agenda

****Review February 24, 2025 Meeting Minutes***

Motion by Mr. Davidson to approve February 24, 2026 Meeting Minutes. Second by Mr. Putren. Motion carried.

WDTF Financial Report — Amanda Ames

- Pushed to April for review

***WDTF Rubric Discussion and Updates** — **Jake Reynolds**

- Need to align existing rubrics before April review
- Second half of April meeting will be for revisions
- No re-scoring will be done for previously reviewed grants
- Comparing consensus and scoring sheet for Employer Grant
    - Clarifying if description and/ or match should be added to updated
    - Discussion:
        - Both are important
        - Match shows investment and desire
        - Match demonstrates investment, cash larger weight

- Cash shows willingness to succeed
- "Out of the ordinary" is difficult to define
- How to introduce higher focus on cash – discuss in April

Motion by Mr. Putren to change the Employer Grant consensus rubric to align with the verbiage on the individual scoring rubric which is what is available to current applicants. Second by Mr. Larsen. Motion carried.

April Meeting
- April 28th 10 – 4
- Am grants, pm rubric
- Virtual/in person

New meeting time
- Beginning in May
- Shorten by 30 mins
- 2 – 3 PM

Unanimous consent motion by Mr. Putren to adjourn. No objections.

Meeting adjourned 3:46 PM