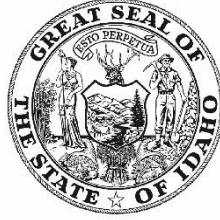


C.L. "BUTCH" OTTER
GOVERNOR



Trent Clark
Chair
B. J. Swanson
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL
317 West Main Street, Boise, Idaho 83735-0510

Meeting Minutes

Date: Wednesday, July 18, 2018
Time: 9:00 a.m. – 5:00 p.m. (Mountain Time)
Location: Red Lion Boise Downtowner
1800 W. Fairview Avenue
Boise, ID 83702

Meeting Conducted By: Trent Clark, Chairman

Attendees: Trent Clark, B.J. Swanson, Shelli Bardsley, Donna Butler, Brian Cox, Jane Donnellan, Audrey Fletcher, Matt Freeman (proxy for Linda Clark), ~~Dave Hannah~~, Marie Hattaway, Angela Hemingway, ~~Deni Heehne~~, Dwight Johnson, Kelly Kolb, Kate Lenz, Amy Lientz (proxy for Mark Holubar), Joe Maloney, Jeff McCray, Bret Moffett, ~~Jan Nielsen~~, Jake Reynolds (proxy for Bobbi-Jo Meuleman), Angelique Rood, Todd Schwarz, John Smith, Melinda Smyser, Heather Sprague, Michelle Stennett, Scott Syme, Matt Van Vleet, Denise Voss (proxy for Steinar Hjelle), ~~Steve Widmyer~~, Kenneth Wiesmore, Lori Wolff, ~~Travis Woolsey~~, John Young

Staff: Wendi Secrist, Paige Nielebeck, Matthew Thomsen, Caty Solace, William Burt

*Workforce Development Council is hereafter referred to as WDC

Call to order at

Welcome & Introductions

Chairman Clark welcomed everyone to the July Council Meeting. Each Council member and guest introduced themselves.

Mr. Nolte, from the Federal Reserve Bank of San Francisco, distributed a report to the council members. A link to the report will be sent out to the council members.

Review Agenda

The ApprenticeshipIdaho update will be moved to replace the Governor's Executive Order on Nuclear Energy Production before lunch and the Governor's Executive Order on Nuclear Energy Production will be moved after lunch.

Roll Call – Quorum Met

Chairman's Update

The Executive Committee has acted on a few items and Chairman Clark would like to update the Council on these items.

The Workforce Development Council is partnering with the STEM Action Center, State Board of Education, and Idaho Business for Education for this summit. The name of the summit is Educating for the Age of Agility: The Governor's Conference on the Future of Work. It is scheduled for September 11, 2018. A save-the-date will be sent out to the Council members.

It is very important that the council is closely aligned with The State Board of Education. At the last Executive Committee meeting the committee met with the officers of the State Board of Education. It was a very fruitful conversation. A lot was learned in this meeting especially about the efforts of each organization and how those efforts align.

Workforce Development Training Fund Financial Report and Committee Report

Ms. Secrist went over the Workforce Development Training Fund Financial Report and the Grant Review Committee Report.

WDTF Financial Summary

WDTF Cash Balance 7/05/2018	\$17,863,885.58
Obligated Balance Employer Grants	\$7,491,191.40
Obligated Balance Industry Sector Grants	\$889,666.01
Obligated Balance Micro Grants	\$51,693.44
FY 19 WDTF Admin Costs	\$725,271.00
Obligated Balance	\$9,157,821.85
Unobligated Balance	\$8,706,063.73

In October the council will start seeing this information along with an administrative budget report from the Workforce Development Council since we are now an independent agency.

Grant Review Committee Report		
Date of Meeting	Agenda Item	Overview/Status
April 5, 2018	Cassia Joint School District Industry Sector Grant	Recommended approval of \$248,745 to train 42 school-to-registered apprentices for machine operator positions.
April 5, 2018	North Idaho College Industry Sector Grant	Requested additional information prior to taking action.
May 8, 2018	North Idaho College Industry Sector Grant	Recommended approval of \$207,590.19 to train 54 individuals for medical assistant and patient coordination technician positions.

May 8, 2018	Clearwater County Micro Grant	Recommended approval of \$7,418.25 to train 30 individuals exiting the problem solving court system for entry level jobs.
June 7, 2018	Premier Technology Employer Grant	Recommended approval of \$581,440 to train 394 employees.
June 7, 2018	Plant Therapy Employer Grant	Requested additional information prior to taking action.
June 7, 2018	Idaho State University Sector Grant	Requested additional information prior to taking action.
July 10, 2018	Plant Therapy Employer Grant	Requested additional information prior to taking action.
July 10, 2018	Idaho State University Sector Grant	Recommended approval of \$159,595.50 to train 32 individuals in land surveying/geomatics.
July 10, 2018	College of Eastern Idaho Sector Grant	Recommended approval of \$250,000 to train 180 individuals in specialized welding.

***Industry Sector Grant – College of Eastern Idaho**

Ms. Smyser introduced the College of Eastern Idaho Industry Sector Grant.

- Approx. 750 welding type jobs openings in eastern and southeastern Idaho.
 - Need for welders is approx. 10% greater than neighboring states.
- CEI's has partnered with 6 companies in East and Southeastern Idaho
 - American Fabrication, Idaho Steel, Cives Steel Products, Idaho National Laboratory, and Spudnik.
 - Industry partners represent over 50% of current welders in area.
- CEI will offer Saturday courses (8am-5pm) lasting 6 weeks.
 - high school students, welders and those looking to enter the field can earn badges once validating their skills through the competency-based program.
 - Badging programs were developed by working with industry and are customized to their specific needs.
 - Program will offer a combination of hands on welding practice with classroom training that helps students understand the science behind welding.
- The training model can be replicated statewide.
 - CEI has recognized the opportunity this project has for employers around the state and has expressed their willingness to help "pay it forward".

180 incumbent workers are expected to receive training with 140 anticipated to complete training. Average wage increase after training is \$5 per hour. 90 are expected to attain a recognized credential or skills badge.

The amount requested is \$250,00 with a consortium Match of \$63,100.

This investment will return 6.8 times its cost over the 2-year contract period on annual increase in employee wages (\$1,707,264). This is based only on the 90 employees who are currently employed and their average wage gains of \$4.56.

Motion by Ms. Smyser to approve the College of Eastern Idaho Industry Sector Grant at the full amount. Second by Mr. Young.

Are there applicants for this number of welding position?

- The first year of this program will be more focused on the incumbent workers from the businesses and high school students who need more time to complete the requirements for their program. They should have no trouble training enough people to fill these positions.

Only half of the students are intended to receive a credential, that seems like quite a low number. Can someone speak to that?

- The difference in this training program is when you look at welding from a skills acquisition it is all about time. They are receiving 48 hours of training and the badges depend on time spent on welding equipment. For those who may not have any previous training it may take them longer than the 48 hours so that is why the anticipated credential rate is low.

Because of the Saturday component there is a great opportunity for the surrounding rural areas to participate in this program. They are very interested in these opportunities so it is great to give them a chance to participate.

What is the tuition cost per student to attend?

- For the open enrollment program, it would be \$995 for 48 hours of instruction and the testing. It is \$195 to retest. This covers materials, instructor time, etc.

This program would be a great place for students to use fast forward funds.

- Currently fast forward funds are not able to be used for this training. They can currently only be used for industry certifications or dual credit courses.

Will this go all the way down to 9th grade?

- Generally, for Workforce programs like this they accept students 16 and older.

Will there be scholarship opportunities for youth to attend this?

- CEI has not specifically looked at youth opportunities for this program.

Premier technology has received an employer grant and is now listed on this application. Is there overlap?

- Premier is having to address their workforce challenge in several different ways. In the employer grant they are investing heavily in their internal training and in this training, they will have the opportunity to hire people coming out of the training.

Motion carried.

***Industry Sector Grant – Idaho State University**

Ms. Smyser introduced the Idaho State University Industry Sector Grant.

- Each year, Idaho gains one licensed surveyor and loses ten to retirement.
 - In the last two years no licenses were issued for surveyors.
- ISU has built a consortium that includes three employers and two association partners.
 - T-O Engineers, Keller Associates, J-U-B Engineers, Idaho Society of Professional Surveyors and American Council of Engineering Companies of Idaho.
- Idaho State University's surveyor program was recently ranked second in the nation for the impact value the program has on Idaho's population.
- ISU's surveyor program will transition the Surveying and Geomatics Engineering Technology program into a fully online curriculum with the option to take courses face-to-face on campus.
 - This is a two-year project. Eight surveying courses (totaling 24 semester credits) will be developed for online delivery. This series of courses prepares the student/incumbent worker to take the National Society of Professional Surveyors - Certified Survey Technician (CST) Level 1 Exam.
 - The following types of individuals will be encouraged to complete the eight-course sequence:
 - Incumbent workers seeking an Associate's Degree (Emphasis in Land Surveying)
 - Individuals seeking a Bachelor's Degree in Surveying/Geomatics
 - Non-degree seeking technical workers seeking national certification
- Developing a fully online program will help serve employers needs in both urban and rural areas throughout the Idaho.
- The online surveyor program will be one of only two programs in the country that offer courses fully online.
- Credits are transferrable will also be accepted at ISU towards an Associate of Applied Science degree in Civil Engineering Technology and/or an Advanced Technical Certificate.

The project will serve a minimum of 32 incumbent technical workers who desire the national certification. At least 16 will complete the entire series during the 2-year grant period. The remainder will complete one-year of the program during the grant period and will be on track to finish the courses and take the certification exam.

The amount requested is \$159,595.50 with a consortium match amount of \$53,000. The investment will return 1.94 times its cost over the 2-year contract period based on annual increase in employee wages (\$77,542.40). This is based only on the 16 receiving training over the 2-year period and their expected average wage gain after of \$2.33.

Motion by Ms. Smyser to approve the Idaho State University Industry Sector Grant in the full amount. Second by Mr. Young.

This is a 2-year program?

- It is \$159,000 for a 2-year contractual period.

This raises questions about occupational licensing in general. Is this contributing to the problem in the first place? People who do not have the proper education credentials cannot even sit for the exam. If this is getting them to a technical certificate or an Associate's Degree it only gets them halfway to what they need.

- They very issues that were raised are on the radar of the Workforce Development Council.
- The Legislature has started to make some changes in the Occupational Licensing Statutes. There is a little dissention currently in this discussion.
- The certification that this proposal is aimed towards is a surveying technician not a professional Land Surveyor License. What this program allows is to have the courses be transcribed towards a bachelor's degree if they choose.

One of the questions discussed by the Grant Review Committee was if there are already training programs available to these people and why are they creating another program?

- The benefit of ISU being able to do this proposal is the direct connection to employers and they will be able to receive credit for the training. The training offered through the surveying association is not able to be transferred into credit.

How would they get on-the-job training if they do not have a bachelor's degree?

- This program provides a pathway to a bachelor's degree. This training is for a surveying technician certification.

This is not a program to push them to become a surveyor. It is a program to help push people to the next step so if in the future they want to become a surveyor they have that ability. ISU is not addressing the issue of surveyors. They are addressing the issue of developing certified surveying technicians. This credential is stackable. 100% of the training is transferrable to move on in their education.

Having surveying technicians on staff is critical. Professional surveyors can be contracted out. There is a great need for surveying technicians by the construction and energy industries.

There will be some people who participate in the training who do not have the desire to move on to become a professional surveyor. They may be happy with staying as a surveying technician.

Is there a sense of how much a student would have to pay tuition for this program?

- Is it believe to be in the range of \$300 per credit, but will be verified.

This funding would pay to create the course?

- That is correct. The funding is going to be used to build the courses.

What are fringe benefits?

- Health insurance, etc.

If it is an online program why are there traveling costs?

- These are for the instructors to travel to professional development programs/to be able to travel within the state to work with the companies who will provide the mentor roll.

ISU will report the individuals who went through and the WDC will be able to see the wages/wage increases

Motion carried.

Idaho Labor Market Overview – Employment & Occupational Projections, 2018 Update

Mr. Wolkenhauer presented the Idaho Employment & Occupational Projections. See attached presentation.

Discussion:

One of the challenges is the participation rate of the workers in the economy, but we are starting to get more participation, correct?

- The trend is turning the other way, but Idaho has not completely reversed the trend. Idaho is starting to see the trend moving in a positive direction.

Where does technology fit in this (slide 8)?

- Technology is split between manufacturing and information.

What data is being used to show that we are going to grow at that rate (slide 15)?

- A growth projection is first created for each industry according to data that was collected. Then the staffing pattern is looked at to create the projection of employment growth.

Would apprenticeship fall in to a new category or some college, no degree category (slide 17)?

- From an idealistic perspective they should have their own category, but it probably falls under some college, no degree category.

What is the definition of Labor Force Participation?

- If someone is employed or someone who is looking for employment. Non-participants are people not working and not looking for work. This includes stay at home parents, retirees, etc.

In the college going rate there is a significant gender imbalance, is there correlation in the Labor Force Participation rate?

- There is a definite correlation. This seems to be an issue primarily with men. Young men are not seeking degrees or entering the workforce. The other issue is we do not know what these men are doing. The reports have come back inconclusive on why they are not joining the workforce.

Is this more of a rural or urban problem?

- It is problem in both, but mostly in rural areas.

Break: 11:00 am – 11:10 am

Industry/Association Led Workforce Development Initiative – “Build Your Future”

Mr. Hammon gave a presentation on We Build Idaho. See attached presentation.

Is this something that is replicable, maybe even outside the construction industry?

- Yes, this is replicable even outside the construction industry. They are currently offering this kind of program for CNA's.

This is a very exciting opportunity. How can industry partner and get some of their own ideas integrated into the curriculum?

- This program is going to be fairly high level. The students will be able to graduate with a certificate, but it is not enough time to earn a badge or be a skilled tradesman. At this time the curriculum has to stay high level.

Will there be tuition?

- It will be \$45 for the class. They anticipate 15 people will pay for the class and 5 will receive scholarships.

How do the home builders fit into this form?

- Because this training is generalized it fits everyone. A lot of the jobs cross between home building and commercial building (e.g. electricians).

Is this targeting high school students?

- No, they must be at least 18 to work on a commercial site. They are targeting students who have graduated.

Apprenticeship Idaho Update

Mr. Russ gave an update on Apprenticeship Idaho. See attached presentation.

A registered apprenticeship program offers the veteran population a huge opportunity. They can use their G.I. Benefits with an apprenticeship program. A lot of times veterans come back from serving and need to have some type of income. With apprenticeships they are able to still receive a living stipend.

Lunch: 12:00 pm – 12:45 pm

Governor's Executive Order on Nuclear Energy Production and Manufacturing in Idaho – Workforce Development

The Governor issues an Executive Order in the first week of June this year that focuses specifically on Nuclear Energy Production and Manufacturing.

Please see attached Executive Order.

The goal is for Idaho to become a leader in this advanced reactor technology. There is already a great infrastructure and foundation for this new technology.

It states in the Executive Order that the Idaho State Board of Education will develop career-technical education programs and training opportunities in nuclear energy and advanced reactor manufacturing. Mr. Johnson and his staff at Idaho Career & Technical Education (ICTE) have taken responsibility for this portion of the Executive Order and have begun having collaborative conversations on this subject. ICTE has a deadline of the beginning of August to provide the Idaho State Board of Education with their budget request for review.

This industry has intensive training because of certain security standards. Now that this industry is expanding, it is important that workers are being trained to fill the jobs that are being created.

Currently INL has 4,328 employees. Their business volume has grown significantly and they project they will be a 1.25 billion institute next year. They have already hired 308 people and intend to hire 500 more by the end of this fiscal year. The workers are interested in continually increasing their education. INL is very invested in helping create training programs to gain the workers that they need. INL plans to build more facilities and house people from the different colleges/universities at these facilities to nurture their relationship and work with them on filling the gaps. There is a lot of opportunity that is needed in this industry (not just at INL). The partnership with the schools throughout the state is critical to get people trained for this new technology.

Where is INL finding talent?

- They are using recruiters as well as social media. Social media has been a huge avenue. INL is also looking at folks who are part of the veteran’s programs. Watching the media to find people who may have been laid off from the same industry. One final resource has been working directly with the colleges and universities.

Premier Technology employs around 300 people. The average salary ranges between \$50,000 and \$60,000. It is important to ensure that people are receiving the skillsets that they need. When a person leaves for another opportunity the business is right back where they initially started because now they have to find another person to fill the job and it is hard to find skilled people for these jobs. There is going to be a large need for workers and there are not going to be enough students coming out of education programs to fill these jobs (in need of 300-350 workers). It is important to support and use the stackable credential systems (SkillStack). They can be beneficial to get students trained.

Committee Reports

Ms. Rood reviewed the following with the Council:

Apprenticeship Committee Report		
Date of Meeting	Agenda Item	Overview/Status
April 25, 2018	Research the effectiveness of the apprenticeship programs that have already been funded by ApprenticeshipIdaho grant and how other states are incentivizing apprenticeships	Work is still being done to gather data on the effectiveness of apprenticeship programs funded by ApprenticeshipIdaho. Although a report on incentives was not able to pinpoint where funded comes from it is fair to say that most initiatives were found to be state funded. Additional discussion is taking place on July 17th during a 3-hour meeting that will address incentives and outreach.
April 25, 2018	Develop toolkit for employers to build apprenticeship programs quickly and efficiently	A draft toolkit has been developed. The next steps are to finalize the material and work on a communication and outreach plan for getting the information to employers.

Apprenticeship Committee Report		
Date of Meeting	Agenda Item	Overview/Status
April 25, 2018	Drive changes to education policy to create articulation pathways for related training (from registered apprenticeship programs) to college credit	A group of individuals are working on getting the state colleges to agree to a change in policy. CSI put forward a line item request for an apprenticeship associates degree and will receive funding in FY19.
May 23, 2018	Discuss pros and cons of establishing a State Apprenticeship Agency	Members shared their knowledge on working in states with and without State Apprenticeship Agencies. This is not a high-priority item for the committee at this time as it would require the Governor's approval and has funding implications.
May 23, 2018	Update on ApprenticeshipIdaho and Funding	ApprenticeshipIdaho received an additional \$847,568. \$365,587 will be used for salaries and fringe benefits, \$10,902 will be allotted for travel, \$1,500 will be used for supplies, \$407,000 for contracts with industry intermediaries and incentives and \$62,579 for indirect costs.
June 27, 2018	Final Report from Administration Apprenticeship Task Force	26 recommendations were made by the committee. A number of these recommendations are integrated into the scope of work for this committee (the articulation requirements, portability, and awareness).
June 27, 2018	WDTF Funding (for incentives and outreach)	The Policy Committee and Investment group are working towards providing policy recommendations for the October Workforce Development Council meeting. The committee scheduled an in-person meeting on July 17 to discuss.

Putting together the school to registered apprenticeship program is quite a process. This process works well for large companies, but this is difficult for the small businesses. Has the committee touch on this subject?

- This is something on the radar of the Apprenticeship Committee. The committee will have future more in-depth conversations about this issue. There are other options that can be used by smaller businesses, but it is a discussion that is still on the table.

Mr. Young reviewed the following with the Council:

Outreach Committee		
Date of Meeting	Agenda Item	Overview/Status
June 15, 2018	Define Mission and Goals	Adopted a mission statement to guide the work of the Outreach Committee. Wording is taken directly from the Governor's Executive Order. Reviewed the status of the 90-day action plan for Outreach developed at the April 5 Council Meeting.

June 15, 2018	Define roles and types of responsibilities to support and maximize council led outcomes	Decided to defer this discussion to the July 18 Council meeting when the committee can meet in person.
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The outreach group will be discussing more on its roles and responsibilities during today's meeting.

Ms. Swanson reviewed the following with the Council:

Workforce Development Policy Committee		
Date of Meeting	Agenda Item	Overview/Status
April 23, 2018	Review Final Draft - Eligible Training Provider Policy	Reviewed and sent the final draft to the One-Stop Committee for input.
April 23, 2018	Brainstorm Desired Metrics for WDTF Grants	Discussed options for metrics based on grant-type; inclusion of soft skill development in grants; how metrics might look very different when funding outreach activities.
April 23, 2018	Develop stakeholder input process for the WDTF	Discussed approach to gathering stakeholder input on WDTF policies and processes.
June 19, 2018	Eligible Training Provider Policy - Feedback from the One-Stop Committee	Reviewed the suggestions made by the One-Stop Committee for the policy. Approved the final draft, with amendments from the One-Stop Committee. Policy will go to full Council in July for adoption.
June 19, 2018	WDTF Policy Review	Reviewed the existing policies for employer grants. Determined that an in-person meeting will be scheduled in August to develop policy proposals for all three grant programs.
June 19, 2018	WDTF Feedback from the Regional Business Specialists	Staff provided feedback from a facilitated conversation with the Regional Business Specialists on the WDTF policies and processes.

The Policy Committee is working to keep the policies of the council flexible and agile for the changing times and works for the best interest of the state.

Ms. Donnellan reviewed the following with the Council:

One-Stop Committee Report		
Date of Meeting	Agenda Item	Overview/Status
May 7, 2018	WIOA State Plan Action Items	Reviewed the list of action items from the WIOA State Plan update provided to the USDOL on April 2.
May 7, 2018	Elements of an Integrated Services System	Brainstormed goals/elements of an integrated service strategy.
May 7, 2018	Setting Integrated Services Vision	Prioritized four goals to work towards - Cross-Training of Partners/Staff, Common Systems/Sharing Data, Functional Redesign/Collaborative Triage and System Based Collaborative Business Outreach

One-Stop Committee Report		
Date of Meeting	Agenda Item	Overview/Status
May 7, 2018	Next Steps to Practice	Identified 1 year and 5 year "future state" along with tangible steps to achieve 1-year goals.
June 12, 2018	Eligible Training Provider Policy Review	At the request of the Policy Committee, reviewed the Eligible Training Provider Policy. Provided small amendments for the committee to consider.
June 12, 2018	One-Stop Certification Process - ADA Assessments Update	Discussed a process and timeline for the One-Stop Certification and ADA Assessments required under WIOA.
June 12, 2018	Implementation/Follow-Up from May Joint Meeting	Reviewed the Chair and Executive Director's suggestion on moving the goals developed at the May 7 meeting forward. Determined which should be led by the One-Stop Committee and which should be led by the WIOA Advisory Group.
July 10, 2018	Update on ADA Assessments Discussions	Status update on discovery of resources to conduct ADA Assessments of the comprehensive and affiliate job centers.
July 10, 2018	Expectations/Direction to the WIOA Advisory Group on Universal Intake	Provided a "charge" to the WIOA Advisory Group to begin research and discussions on a universal intake process.
July 10, 2018	Status Update for Data Sharing Agreements	Status update on data sharing agreement and testing the process for combined performance reporting.

Action Planning

Break: 3:15 pm – 3:30 pm

Action Plan Report Out

The Council broke into three small groups for action planning.

Partnerships Group:

They discussed how to create a business partnership model and who would be responsible for creating that model. A video was shown of a model that was used in Switzerland that could be a great resource. The pledge from the White House could be helpful in this process. It is all about creating collaborative relationships with our businesses.

Investment Group:

They discussed the need to simplify the grant application process. For metrics, they recognize that measuring the salary of the participants post grant is best but discussed that the 3 programs may need different metrics. There continues to be good discussion around Employer Grants and the desire to shift more towards industry-wide models. These are an economic development tool that other state have. Idaho needs to keep and utilize these grants. The advantage of these grants is the employer has the ability to train faster than the education institutions. The mission of the group is to best serve Idaho's workforce needs.

Outreach Group:

The outreach group discussed the What, Who, and How for the committee to move forward.

The What centered around the mission which the group approved. “The Outreach Committee is responsible for increasing public awareness of, and access to, career education and training opportunities. The committee will drive the coordination across state agencies, education and the private sector to meet these objectives.”

The Who centered around the audiences the committee will serve.

- Employers (all Idaho employers)
- Pipeline – anyone engaged in a career pathway (exploration, planning, & training) that will lead to a job and advancement
- Work Challenged – Those with obstacles (such as being under-employed, regionally, culturally, or personally challenged) between them and gainful employment.

The How includes:

- Implement a “hub” for college and career planning tools, resources and employer engagement.
- Collect and analyze baseline data from partnering agencies: State Board of Education, Idaho Digital Learning, Idaho Commission for the Libraries, Idaho Department of Labor, Idaho Vocational Rehab, Idaho Health & Welfare about their online user demographics.
- Develop outreach partnerships with education and employers in rural communities to enable implementation of outreach strategies.
- Host a Governor’s Work-Based Learning Summit to increase awareness of initiatives included in the NGA Policy Academy on Work-Based Learning Action Plan.
- Establish formal career pathways aligned with in-demand occupations in Idaho to use as a communication tool.
- Launch a teacher externship program in collaboration with the STEM Action Center.

The focus was on the committee providing governance, oversight, providing a sounding board for agency activities. There was a lot of talk about providing micro-grants for schools to bus students to employers. Ms. Solace was tasked with writing a responsibility statement that encompasses: providing a sounding board for agency projects, providing governance and oversight of plans, connecting education and employers, and furthering the presence of career training in education.

The group was assigned to reach out to their own companies, agencies, etc. to ask what the most effective way is to reach each above listed audience. Ms. Solace will follow up with this assignment in a group email.

***Approve Minutes from April 5, 2018 WDC Meeting**

Motion by Mr. Wiesmore to approve as written. Second by Mr. Schwarz. Motion carried.

***Eligible Training Provider Policy**

In October 2017 there was an update of the Eligible Training Provider (ETP) Policy placed in front of the Council and there were many concerns about the policy. Over the past 6 months the WDC staff has been working with the Policy Committee, the One-Stop Committee, and others to update the policy.

The 25 Idaho Department of Labor Job Centers across the state have access to funds that can be used to train eligible participants from a list of Eligible Training Providers. The Council is responsible for setting the policy on how training providers are added to the list. This policy was written to be flexible and make processes easy for the Department of Labor offices and training providers. The Policy Committee will be working on the Idaho Occupations in Demand which forms Appendix A and refining the data. However, the main policy is complete and ready to be approved. Attachment C is a placeholder for additional guidance to the field that will be presented to the council later. This policy is phase two of a transition where performance data will be available to guide the decisions of the Council on how to prioritize the use of the funding. The first time the actual performance data will be available is in 2020 or 2021.

Will everyone currently on the Eligible Training Provider Policy list be removed and the list be started over?

- The first phase of the transition policy allowed all of the current Eligible Training Providers to shift over to the new ETP List, but we are now in a position to use “alternate criteria” for adding new providers and/or removing providers from the list.

This policy does put in place performance reporting requirements. However, these requirements are not binding until the US DOL finalizes the report template which is expected soon.

Questions were raised whether we need to wait until 2020 or 2021 to look at the performance data that is already available? There is some performance data already available, but the reporting processes are being tested to ensure the accuracy and reliability of the data. A request from the AFL-CIO was made to WDC staff and the committee to begin gathering data that already exists and publish what is verifiable. This will not require a change to the policy.

Before moving on to additional discussion of what data is/is not available, Chairman Clark asked the Council whether there was consensus on adopting the updated policy. **As there was no objection, the Idaho Workforce Development Council goes on record as adopting the Eligible Training Provider Policy as written through unanimous consent.**

Motion by Mr. Maloney to request that the Policy Committee begin to find out what data is available and look at how this data could be utilized prior to 2020/2021. Second by Mr. Wiesmore.

There are some issues with data transfer and job placement data. Some of the data is hard for the educational institutions to gather and agencies have been working on a process to make it easier. As these data discussions are happening it is important to ensure that people are there representing the educational institutions so they can be part of that discussion.

Idaho Department of Labor has already begun collecting some of this data. However, incomplete data sets could be used to draw conclusions and that draws some concern. The Department of Labor will not be posting the data publicly until 2020 or before if they see the data being as complete. While staff are willing to move this process along as quickly as possible, it is important to be careful and ensure that the data is not skewed.

Motion carried.

Chair's Closing Remarks

Chairman Clark thanked everyone for coming.

A survey will be sent to the council members for them to provide feedback on the meeting. It is important that the time of the council member is being used beneficially.

It has been asked that each council member sign a conflict of interest policy.

Motion to adjourn by Mr. Van Vleet. Second by Mr. Johnson. Motion carried.

Adjourned at 4:39