

BRAD LITTLE
GOVERNOR

Wendi Secrist
Executive Director



Deni Hoehne
Chair

Sarah Griffin
Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

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

Workforce Development Policy Committee Meeting Minutes – January 28, 2025

Committee Members: Hope Morrow, Lori Barber, Christi Rood Gilchrist, ~~Jason Hudson~~, Tom Kealey, ~~Daniel Puga~~, Jani Revier, ~~Tom Schultz~~, John Smith, ~~Scott Bedke~~

Staff: Wendi Secrist, Sherawn Reberry, Matthew Thomsen, Elaine Zabriskie, Isabelle Jenkins

Guests: WDC Grant Review Committee Members, Jake Reynolds, Jeff Greene, Kelly Kolb, Adrian San Miguel, Amanda Logan

Call to Order at 3:00 P.M.

Welcome

Hope Morrow, Chair

- *Roll Call*
- *Review Agenda* - open with grant at the beginning
- Introductions: first hour is joint meeting with the WDC Grant Review Committee
- **Review October 15, 2024 Meeting Minutes*

Motion by Ms. Gilchrist to approve October 15, 2024 Meeting Minutes as written. Second by Ms. Barber.
Motion carried.

Joint conversation with Grant Review Committee

- Policy discussion, Employee grants, rubric changes
- Recommendations:
 - WDTF Grant Policy (Employer Grants Only)
 - Formal document with track changes to be provided for February Policy meeting for review
 - Documents last reviewed 12-16-2021
 - Reference page 6, Eligibility
 - Entry level wage at \$12 set in 2018 too low
 - Lowest county is \$17, Idaho living wage is \$21 (2018)
 - Utilize sliding scale, reviewed annually
 - Idaho has fastest growing wage increase
 - Possibly use lowest average county wage (Boise County \$18)
 - Max funding to an employer (currently \$500K – \$750K over 10 years)
 - Adjust down due to limited funds
 - Delete from current “Funds distributed on a first come, first serve basis.”

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- Committee to move to quarterly meetings after February.
 - 9 - 12 per quarter
 - 3 to be reviewed in February, next review in April.
 - Limit Employer grants review to 2nd and 4th quarter.
- Provide leverage resource, cash match or in kind 25% of grant amount.
- Reimbursable expenditures
 - Internal training – refine for what we are looking for.
 - Standard operating training, highly sought after skill
 - Remove internal training, must make case for one-off.
 - Curriculum or internal training clearly defined, recognized outside internal use.
 - Acknowledge apprenticeship.
- Training out of ordinary or industry specific, language to include subject matter expert.
- Rubric
 - Variable 4, “provide description of how the training project is out-of-the-ordinary...” make this yes/ no checkbox.
 - Change variable score table, minimum allowable is 60%, apply to all 3 types of grants.
 - Fund based on score; committee members score ahead of discussion with allowable changes based on meeting discussion.
 - Staff provide the unknown without leading results, pros and cons.
 - Remove “missing” use “inadequate”, top of table.
 - Allow industry expert or additional staff member to score if needed for additional insight.
 - Variable 7 & 8, invert “moderately agree” and “agree”.
 - Variable 6, invert “Investment is reasonable” and “investment is adequate”.
 - Variable 11, review for need and/ or adjustment
 - Fund based on score highest to lowest with floor of 60%
 - Increase the base point for consideration, then highest to lowest
- Address policy conversion to quarterly cadence

***Calculating Financial Need**

- Discussion and Possible Policy Creation
 - Statute regarding prioritization of awards
 - Utilize in-demand list, then financial need
 - Cannot use FAFSA information to determine priority
 - However, FAFSA can help with options in knowing what can be calculated

Wendi Secrist

Sherawn Reberry

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- 2 options for consideration
 - Option 1
 - Adjusted gross income, credit a dollar amount = score lowest to highest, if no return exists assigned 0
 - If 0 score, and no self-reported amount, then removed from eligibility list or bottom of list
 - Out of state self-reporting, need to be verification
 - Option 2
 - Utilize the same data that FAFSA uses, data is available
 - Income protection allowance as part of formula
 - Only using a small part of their information
- Recommendation to come up with our formula
 - 14K or federal tax return standard deduction per dependent
 - 1.3K per dependent
 -
- Tax commission can do this for us, as allowable through Idaho Statute for LAUNCH
- Self-report must have documentation and be allowable
- Final decision at February meeting

Satisfactory Academic Progress (SAP)

- Discussion and Possible Policy Creation
- Students failing fall semester are reported in spring
- One institution gives a semester warning period
 - Address after spring warning period
 - Stick with school policy
 - The school is willing to have a specialized SAP to call out the failure
- Change policy regarding recovery of funds

Do we need to consider a policy adjustment?

Eligible Training Provider Policy

- *Update In-Demand Career Methodology (Appendix A)
- Change from 2024 to 2025

Motion by Ms. Barber to update the Eligible Training Provider Policy appendix A to reflect 2025. Second by Ms. Gilchrist. Motion carried.

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Burning Glass Institute Update

- Conversation regarding how we use this data set.
- Hoover Institute of Standford is working on a research project that studies enrollment impacts of LAUNCH.

Follow Up from Joint Meeting with Grant Committee

Motion to adjourn by Ms. Barber. Second by Mr. Kealey. Motion carried.

Adjourned at 5:06 p.m.