

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 One-Stop Committee
Meeting Minutes September 8, 2026

Committee Members: MiKayla Monaghan, Kristyn Carr, Beth Cunningham, Korene Gonzalez, ~~Michaela McElroy~~, Chelsea Summerlin, ~~Kristin Matthews~~, Lynn Fyane, Petya Stoyanova

Staff: Wendi Secrist, Chad Lahti, Denise Hill, Jan Whiting, Sarah Nash, Meliah Anchustegui

Guests: Hayley Schatz, DHW; Yvette Primero, Molina Healthcare

Call to Order at 10:30 a.m.

****Action Required***

Welcome

Kristyn Carr, Acting Chair

- Roll Call
- Review Agenda
- Introductions
- ****Review July 14, 2026 Meeting Minutes***

Unanimous consent motion by Ms. Stoyanova to approve the July 14, 2026 Meeting Minutes as written. Second by Ms. Fyane. No objections, motion carries.

One Stop Operator Update

Sarah Nash

- MOU Review
 - Time to review for content and information
 - Ms. Nash will send individual sections out to committee members
- Business Services Leadership Team Update
 - First meeting held
 - Discussed challenges
 - How do we communicate business services
 - Will continue to be a challenge with no shared system
 - Like the data lab project, no solution may exist
 - Leadership will own communication and share with teams
- Upcoming Webinar
 - Career Exploration Resources

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- TPM
- Industry Open Houses
- September 10th, demo for 2 career preparedness resources, free
 - Ready for Industry
 - Learning Blade
 - Registration link will be sent out
 - 2-week tech follow-up

***Co-location Policy for American Job Centers**

Sarah Nash

- Came about through Lewiston office visit
- Establishes basic boundaries for shared locations and defines expectations
- Participation, cost-sharing, service delivery, collaboration, etc.
- Defines guidelines for branding, signage (window clings – new)
- Quarterly message on Idaho Works
- Materials left for participants defined
- Roles & responsibilities
- Conflict resolution and enforcement
- Edit to hours of operation; must be approved by the one-stop operator
- Question: some offices have partial shares: this is addressed in the permanent sharing agencies section
 - Some indications of their presence in the office
 - Add permanent in the title

Unanimous consent motion by Ms. Summerlin to approve the Co-location Policy for American Job Centers Policy as written. Second by Ms. Cunningham.

Amended motion by Ms. Summerlin to approve the Co-location Policy for American Job Centers Policy incorporating the suggested edits. Second by Ms. Cunningham. No objections, motion carried.

SNAP E&T/WIOA Title I Customer Journey Update

Chad Lahti & Hayley Schatz

- Ongoing project, status update
- Through NGA, to look at collaboration of One-Stop and SNAP ENT
- Ensuring we are serving participants well
- Primary goal is to work well together, mapping customer journey and referral processes
- Continuing to work on sharing information
- Community CX, new contractor for SNAP E&T program
 - New onboarding process
 - Very engaged
- Working on future state and solutions for now
- Progress
 - How to create the customer view as “one system”

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- Meeting monthly
- CCX hard launch August 24th
- Increased monitoring
- Ms. Stoyanova would like additional information
- Ms. Monaghan mentioned Tyler Technology is working on referral forms for VR
 - Launched on pre-employment site 2 months ago
 - Citizen engagement fund used to cover cost
- Know what the ideal journey looks like, then time to expand to other One-Stop agencies

Partner Updates

- Vocational Rehabilitation
 - New administrator MiKayla Monaghan
 - Loren Nobel Deputy Administrator, planning & evaluation
 - Trying to move digital & remove barriers
 - Traditional cases, moving to online application
 - Specialty team, intake coordinators state-wide
 - Still active waitlists in place
 - Updated team structure, counselor & VR coordinators supporting them
 - Covers out of office and departures
 - Closing gaps for customer
 - Currently serving MSD
 - Continuing to serve students under pre-case, staff are going into the schools
 - Just received approval from RSA for work-based learning services
- Health & Welfare
 - Focus on New Contractor
- Commission on Aging
 - SCSEP contract awarded to Easter-Seals Goodwill
 - Performance rates have gone up
 - May ask for assistance with Rural Health Transformation Program
 - Funding is available for Kinship Program
- Community Council of Idaho
 - In process of planning 55th anniversary for agency this Friday
 - Currently in recruitment for new program
 - Youth build in third cycle, grant funded through USDOL, 12 homes built, 8 renovated
 - Graduated 90% of students, shooting for 95%
 - Met and exceeded goals in 2025
 - Energy assistance, assist 8k individuals, start October 1st
- Job Corps – tabled
- Add CTE & IBVI to next agenda

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- Perkins into the Idaho State Plan
 - What do you think they are looking for
 - Think tank meetings are coming regarding adding Perkins into WIOA

Unanimous consent motion by Ms. Stoyanova to adjourn. Second by Ms. Fyanes. No objections.

Adjourned at 11:28 p.m.