

# IDAHO WORKFORCE DEVELOPMENT COUNCIL

## January 13, 2016 – Final Meeting Minutes

### **Welcome**

Council Chair Tim Komberec called the meeting to order at 9:00 a.m. welcomed everyone to our first Council Meeting of 2016. Chair Komberec introduced new council members, Angelique Pruitt, who is currently the Regional Operations Manager for the Southern Region for Idaho Power and Molly Kaufman, Human Resource Director for Howell Munitions and Technology, Inc. in Lewiston. Molly could not be with us today. Also welcome to Megan Ronk who was appointed last week as the new Director of Commerce replacing Jeff Sayer.

Council members not in attendance today are Jana Straubhar, Jan Nielsen and Scott Rasmussen.

### **Agenda Review**

We have a full agenda today and some minor changes. Because lunch is in a location not conducive to having a speaker, lunch will be shortened to a half hour and Bob Uhlenkott will have the economic overview immediately after lunch.

### **Consent Agenda**

- Minutes from October 19, 2015 council meeting

Ken Wiesmore commented there was an error in the October 19, 2015 minutes. The minutes said that Ken Edmunds 2<sup>nd</sup> the motion to approve the minutes but was not in attendance at the meeting. The minutes will be changed by Jackie Haney. Chair Komberec accepted a motion by Dr. Linda Clark, seconded by Ken Wiesmore to approve the October 19, 2015 minutes. The minutes were unanimously approved.

### **Chair's Report**

Happy New Year everyone, I can't believe another year has passed. I want to thank all of you for your continued support of the Council and your leadership this past year. For a look at everything that was accomplished this year, I urge you to read the WIA Annual Report linked in Transmittal #6.

There are a significant amount of changes that are evolving with WIOA and this Council plays a major role in those changes. I would like to thank the nine individuals planning to attend the WIOA National Convening that is taking place in Washington D.C. later this month. This group of individuals represents our Workforce Partners - Vocational Rehabilitation, Adult Basic Education and Professional-Technical Education, Idaho Department of Labor, Commission for the Blind and Visually Impaired, as well as our Council. I thank Dr. Clark for volunteering her time to attend this on behalf of the Council. This team is to attend this to learn more about WIOA and hopefully explore ideas for "innovation" and "opportunity". We are certain they will bring back ideas, thoughts, or recommendations as we move forward to implement WIOA by July 1, 2016.

I hope all of you have had the opportunity to become familiar with the Governor's State of the State and budget address that he presented to the legislature on Monday. A major emphasis of the Governor involves significant investments in education and career counseling which ultimately result in an educated and productive workforce for Idaho. I appreciate the Governor's ideas on supporting Eastern Idaho Technical College to become a full-fledged community college.

The Governor also highlighted Idaho businesses struggling to find qualified workers in the high-tech and industrial manufacturing fields and recommending resources to address those training backlogs in industry areas where graduates will find more high-wage jobs. All of these goals are consistent with the focus of the Workforce Council.

There has been a significant amount of discussion around the Workforce Development Training Fund the past few months. Ken and staff have been working with the Legislative Budget Office and the Division of Financial Management (DFM) to resolve the issues. There was a hold put on any new contracts being issued out of the fund. This hold resulted from the fact that the legislature for the first time appropriated the dollars in the fund, (these funds previously had been continuously appropriated). This appropriation process limited the amount of spending authority the fund had. As of last week that moratorium on spending has been lifted so the department is now moving forward with new contracts. Ken might wish to elaborate more on this in his update.

Director Edmunds will now give us an update on legislative initiatives that are being presented to this legislative session.

### **Proposed Legislation Update – Ken Edmunds, Director, Idaho Department of Labor**

During our statewide tour doing Community Conversations, we visited approximately 25 locations. The main issues that were consistent among all meetings were the lack of career awareness for students and the need to provide additional funding of professional-technical education. The Governor has recommended Dwight's proposal for \$3.8 million to deal with backlogs in existing programs. There has been a problem with new contracts through the Workforce Development Training Fund due to a disagreement between the Governor's office and the Legislative Services Office as to whether our appropriation included contracts existing prior to July 1. Because of the Governor's office's position, a moratorium was put on dollars not under contract. Until issues are resolved, the money going into the fund is not available and will push us in excess of our \$6 million cap. The cap requires that any money in excess of \$6 million be transferred to the state unemployment insurance reserve of the Department of Labor. At this point, approximately \$800,000 has been transferred from the fund and will not be available for training grants.

Part of Dwight's strategy involves a name change from Professional-Technical Education to Career and Technical Education. Dwight is excited about the \$3.8 million which is a 10% increase in the budget. The money will be shared among all the schools. There are 32 schools involved, last year 500 students graduated with jobs already lined up in health care, advanced manufacturing, and others. There are 2,200 students waiting to get into these schools.

Ken added Coding Schools deal with specific needs. There is a real need to reduce high school dropout rates and increase graduates. We have to show students how valuable continued

education is. The Western Governor's University is trying to expand into Idaho. It is an on-line school and offers great opportunities.

**Youth Committee update – Dr. Linda Clark, Idaho Youth Council Chair**

**WIOA Transmittal #1 – Youth Program Service Delivery Design**

**Action requested” Accept Youth Committee Recommendations for WIOA Youth Service Delivery**

During our July meeting, I provided an update of the activities that the Youth Committee had undertaken in preparation for the coming 2016 Program Year and the changes required under the Workforce Innovation and Opportunity Act (WIOA). In addition to reviewing various demographic categories regarding youth data in the state, the Committee reached out to other youth service providers to review their service data to see how it aligned with current program expectations. This, coupled with the federal requirement that states devote a minimum of 75 percent of its youth program allocation to out-of-school youth, led the Youth Committee to recommend the Workforce Development Council direct 100 percent of its youth funding towards serving out-of-school youth along with establishing service priority groups. After reviewing this data, the Council concurred with the Committee and approved its recommendations during its October meeting.

In the Youth Committee meetings that followed, the Committee reviewed data regarding the service elements required under WIOA. It analyzed the availability of those services throughout the state, which indicated that many of these services were readily available in the community at no charge to a youth needing them. Based on this information, the Committee developed the recommendation for the services the state WIOA Youth program should procure to fulfill the complement of required service elements. In addition, the Committee also developed a recommendation to have the Idaho Department of Labor provide the services described as the “design framework” – intake, assessment, service plan development, case management and follow-up services. The Committee reviewed several options available to it regarding the selection of service providers. Based on the information regarding funding, timing and provider performance, the Committee felt it was in the state's best interest to proceed in this manner. Soliciting providers for each of these individual elements would reduce available funding through additional administrative costs, which the Council has tried to avoid at all costs. The Committee also sought to comply with having these services available through the One-Stop centers to ensure access to other programs that youth may also need. In addition, the group also looked to have providers maintain a minimal 50/50 split between staff and participant expenditures. Both of these items have been required by the Council in the past and the Committee looked to maintain these provisions.

These recommendations were not reached easily. Committee members had some very spirited discussions on these items, and tabled several decisions and recommendations for following meetings, until staff provided additional information on a variety of data. Fortunately, the Committee was able to gain consensus on this approach and provide its recommendations on the youth program in Transmittal #1.

As committee chair, I would like to extend my thanks to the Council for their support and to Committee members for their very hard work, meeting monthly over the last year to review an enormous amount of data and gaining an greater understanding of the needs of the youth across

the state. With Council's approval, the Committee will proceed with the procurement process in conjunction with state staff and the Division of Purchasing.

Chair Komberec thanked Dr. Clark and the Youth Committee for their hard work.

Joe Dunlap motioned to approve the Youth Program Service Delivery Design plan. Dwight Johnson 2<sup>nd</sup>. Motion approved unanimously.

### **Department of Education Going Forward – Sherri Ybarra, Superintendent of Public Instruction**

Superintendent Ybarra expressed her pleasure to be a member of the Workforce Development Council and have the opportunity to have a few minutes on the agenda to address everyone.

We all recognize that our economy has shifted from the traditional manufacturing arena to a knowledge-intensive and "business services" arena. In reaction to this shift, the jobs offered now are requiring high skills in speaking, listening, writing, and problem solving to mention a few. Some of the challenges we face such are:

- How do we align the goals of workforce development, workforce education, and economic development in Idaho?
- How do we develop and implement structures and systems, both educationally and economically, to meet future labor market needs and demands?
- And how do we develop systems to engage business/industry with workforce education, especially at the public school level?

Superintendent Ybarra shared she had a 21 year old neighbor that is a high school graduate and did not "Go-On" to college. He now cannot pass a math test to get a manufacturing job. The company wants to hire him but can't until the test is passed. While Superintendent Ybarra spoke Bert Glandon communicated with his staff at the College of Western Idaho (CWI). He shared that CWI has a Math Lab that can do a math assessment in 30 minutes, and can have a person ready to take the math test in 2-3 hours without having to take classes. He invited Superintendent Ybarra to have her neighbor contact the math lab.

Angelique Pruitt commented there needs to be more parental involvement in their child's education. The students are doing things now that the parents don't understand to be able to help their children.

A good start to getting these questions addressed is partnerships like the Workforce Development Council as a "think tank" of information and ideas to share with each other that will allow our children to pursue a wide-range of challenging opportunities while we "link" them to their career goals, while we help find solutions to workforce gaps. It's exciting to be here and share with you what we have done so far in education, and what is on the educational agenda. So far we have implemented higher standards, to support the more challenging requirements that were discussed earlier and recently did a publicized review of those standards to report to the legislature those results on progress. Superintendent Ybarra is pleased to share with the Council that after the review closed in December 2015, there was over 90% positive support for the higher standards.

Superintendent Ybarra is recommending to the legislature that those standards stay in place, and we stay the course for preparing our students for careers and college. More chances for advanced opportunities, for students across the state will be provided. For example:

- Provide students the 8 in 6 program and the Fast Forward program – which makes all juniors and seniors attending public high school in Idaho eligible for state aid to pay for dual credit courses and college bearing/professional technical exams.
- The Early Completers Program - Students who have completed state graduation requirements early, may use state support dollars to pay for dual credit courses and college-bearing/professional technical exams while still in high school.
- The Mastery Advancement Program - which allows students who graduate from high school at least one year early, eligible for a scholarship, to a post-secondary institution.

That is a brief overview of what is being done, now forward to what's coming on the educational agenda. Superintendent Ybarra highlighted a few she feels will be most helpful to the Council. Mastery-Based Education is an educational system where student progress is based upon a student's demonstration of mastery of content, (or knowledge) not seat time or the age or grade level of the student. Superintendent Ybarra is asking for \$1.2 Million in the public schools budget to support this. In the State of the State address Governor Otter proposed an education budget of \$5 million. Superintendent Ybarra won't turn away extra money, it would be nice to figure out what to do with the funds instead of what to cut. Superintendent Ybarra mentioned Advanced Opportunities and Mastery-Based Education because these are opportunities that will challenge our students, thinking outside the box, and ultimately put students on a path forward to their futures of college and career ready and connect them to the workforce that has shifted to a knowledge-based arena.

In Fiscal Year (FY) 17 public schools budget is a line item to create Rural Education Centers. The unique culture of Idaho represents over 70% of Idaho school districts being rural, this presents unique challenges for local leaders, educators and students, such as professional isolation and sometimes, lack of extracurricular activities.

- Rural School Centers program would empower local leaders, and push resources down to our most valuable resource, our students and will help place an emphasis on policy advocacy, leadership networking and job sharing opportunities. This line item requests an appropriation of \$300,000 to establish Idaho Rural School Centers and begin to provide districts with the flexibility, opportunities and collaboration they need to find resources and cost savings. This is the business model in education that we have been looking for.
- College and Career Counselors. This must look different from the traditional counseling. Why? Because we all know the statistics, there is 1 counselor for over 400 students in Idaho. The research recommends that there be 1 counselor to every 250 students. During the 2015 session, House Bill 313 was passed and brought forward Academic and College or Career Advisors and Student Mentors, which we discussed during our last Council meeting, the intent of this legislation was to provide districts with funds for the purpose of implementing college and career advising programs using models and programs best suited to meeting their local needs. Unfortunately, there was no appropriation. So, the budget requests \$1,750,000 to support students in counseling for college or career. This support

may be provided in different research-based ways: such as the Near Peer model, the coaching model or the American School Counselors model. This college and career counseling resource can be shared through Sherri's proposed Rural Education Centers, along with information that we share in these Council meetings.

Ken Wiesmore commented on the counselor issue. Part of the reason for a lack of counselors is they are retiring but there aren't others ready to take their place. Also they are moving for higher wages, and it requires a master's degree. Sherri commented there are no counselors in grade schools. Career counseling should begin in 6<sup>th</sup> grade. Bert Glandon added Career Advisors are valuable, they don't require a master's degree and they pay well.

Finally, one more aspect that Superintendent Ybarra shared, is for the first time, in a long time, through a hired team of professionals, we have created and written a strategic plan for education in Idaho, and our vision is supporting schools and students to achieve. Superintendent Ybarra brought this group of professionals together to ensure this plan was different from anything in the past and that it didn't become a dust collector in a drawer and had specific and measureable goals. We have developed and adopted this new strategic plan, because it will provide a roadmap to success, since it will help to guide the districts that we serve with an educational philosophy, ambitions for student achievement, and fiscal and operational decision making. The plan is embargoed until her presentation to the Joint Finance Appropriations Committee (JFAC), so she couldn't share it today but it was the driving force behind the FY17 public schools budget, the agenda items that are highlighted today and it embodies the Governor's task force recommendations and stakeholder input from groups like this one.

Chair Komberec reminded everyone we are all aware WIOA has a strong emphasis on all the Workforce programs coming together to deliver programs throughout the state. He thanked the panel of staff from a variety of state agencies for all of their time and hard work.

### **WIOA Combined State Plan Overview – Panel Discussion, Led by Amelia Valasek – Coordinator, Adult Basic Education, PTE**

#### **Transmittal #3 – Idaho WIOA Combined State Plan for PY 2016 – PY 2020**

#### **Action Requested: Provide comment and/or approval for the WIOA Combined State Plan**

Chair Komberec – As you all are aware WIOA has a strong emphasis on all of the Workforce programs coming together to deliver programs throughout the state. We have a panel today of staff from a variety of state agencies that have been working together this past year to develop the state plan which is a product of this Council. I am proud of the work they have done and I think Idaho has one if not the strongest partnership workforce entities. I will turn it over to Amelia Valasek to introduce the team and to elaborate what we should expect.

#### **Introduction and Overview – Amelia Valasek – Adult Education, Division of PTE**

Amelia introduced the panel members. We have worked hard since last August to develop the Idaho WIOA Combined State Plan. At the October 19, 2015 Council meeting Amelia and Cheryl Foster presented part of the plan. Today the full plan is available. The full text of the plan is 100 pages. WIOA Transmittal # 3 – Idaho WIOA Combined State Plan for PY2016 – PY2020. Today there is an action request: Provide comment and/or approval for the WIOA Combined Plan.

Today's objectives are to review the WIOA/State Plan – key points, submission timeline, today's panel members and presentations, discussion, amendments and voting. Congress implemented WIOA of 2014 which replaces WIA of 1998. It authorizes four core programs, requires every state to submit a plan and must include all programs authorized by WIOA (Titles I-B, II, III, IV).

The timeline is: Today – vote, January 20<sup>th</sup> – approved plan is released to the public with a 30 day comment period, February 20<sup>th</sup> – public comment period ends, February 24<sup>th</sup> – public comments compiled, plan is amended as appropriate, February 25<sup>th</sup> – amended plan sent to the Executive Committee, March 3 – final due date, state plan is submitted. There is no way to cover every item of the plan, the major objectives will be covered. The Idaho Department of Labor needs the Council to approve this today.

### **Economic Analysis – Dr. Matthew Markve – Vocational Rehabilitation – Idaho Division of Vocational Rehabilitation**

The economic and workforce analysis is a combined strategy. It is based on the foundation, driven by data. What is the current worker pool with projections? It considers jobs we don't have workers for, it seems easy but it's not. Skills gaps – where are the gaps between current education/skill levels of the workforce and the education and training need beyond high school. To get quality jobs we have to know what occupational categories pay higher wages in order to experience growth in the future. Currently 8 out of 10 positions pay under \$13 an hour. Idaho's in demand occupations – 54% of all Idaho jobs are within the healthcare, retail trade, local government, manufacturing, accommodations/food service. There are 100 or more openings annually. Idaho Department of Labor's Hot Jobs identifies the top 50 jobs as defined by IDOL's research division. They provide better wages and anticipated growth and 35 of 50 require at least some postsecondary education. The target industries represent 30% of the current jobs in Idaho. Jobs that are predicted to be in high demand are in advanced manufacturing, aerospace, food manufacturing, high-tech, health care and power and energy. Idaho needs to acquire a 21<sup>st</sup> century mentality to fill the skills gaps.

### **Workforce Activities Analysis – Raul Enriquez – Optional Partner Program, Senior Community Service Employment Program – Idaho Commission on Aging**

The education and training activities analysis Section II(a)(2) of the WIOA State Plan provides a thorough overview of the current workforce development activities. The State Plan Advisory Group surveyed workforce partners and identified strengths and weaknesses themes and provided a summary in this portion of the plan. It identifies the

**Core programs:** Adult, Dislocated and Youth Programs; Adult Education and Family Literacy Programs; Wagner-Peyser/Employment Services; and Vocational Rehabilitation

**Combined plan partners:** Jobs for Veterans State Grant Program; Senior Community Service Employment Program; and Trade Adjustment Program

**One-Stop partners:** Unemployment Insurance; Carl D. Perkins and Professional-Technical Education; Community Development Block Grant; and TANF & SNAP

Primary strengths: alignment and partnerships. We have a good working relationship. Primary weaknesses: it's hard to hire and retain high quality front line staff.

## **Vision & Goals – Dr. Mike Walsh – Vocational Rehabilitation - Idaho Commission for the Blind & Visually Impaired**

### **Vision**

The vision of our combined state plan is informed by our Economic and Workforce Analysis. The vision identified in the Combined Plan states that Idaho's Workforce Development System will: 1) improve access to education, economic opportunity, and employment for all of Idaho's job seekers—especially those with significant barriers to employment; 2) develop a skilled and competitive workforce that meets the needs of Idaho's employers; 3) stimulate the vitality of our local communities; and 4) promote a state economy that is competitive in the global economy.

### **Barriers to Employment**

Disability, Limited English proficiency, Displaced homemakers, American Indians, Alaskan / Hawaiian Natives, Older individuals, Ex-offenders, Homeless, Foster care, Low Literacy, SLIDE 3 - TANF, Single parents' including pregnant women, Chronic unemployed, Other's identified by the State

### **Goals**

The goals identified in the Combined State Plan are adapted from the goals set by the Workforce Development Council in their Spring 2015 Strategic Planning Session. These goals are to:

1. Promote Policies that align our workforce development activities with industry and employer's workforce needs.
2. Facilitate development of an Idaho workforce that is highly skilled and committed to a culture of continuing education and professional development;
3. Support a comprehensive education and workforce delivery system.

### **Specific Areas of Focus**

While the goals of the Council provide a broad vision for the state, the economic and activities analysis conducted in Idaho's Combined Plan identified four specific areas that are of special focus for the improvement of Idaho's workforce system under WIOA. These four areas inform the State's strategies to carry out the goals listed above and focus the State's priorities:

- Serving Rural Communities.
- Attracting, Training, and Retaining Quality Staff....and keeping college graduates in our state!
- Aligning Career Pathways with Target Employment Sectors.
- Connecting with Youth in the Workforce (both in and out of school)

Amelia asked if there were any questions or suggestions. There was no comment.

### **State Strategies – Amelia Valasek – Adult Basic Education (PTE)**

The strategies proposed the Combined State Plan build on the Workforce Development Council plan from April 2015 and was approved by the Council in October 2015 for a solid foundation. It supports the Council's three priority strategies: target key industries using sector strategies, enhance opportunities for lifelong learning and support a comprehensive education system for all students K-16+. High focus should be on exploring and promoting delivery options in rural

communities. Amelia thanked Superintendent Ybarra for her presentation and plans for the future of Idaho. Working together and coordinating training is much needed to develop a comprehensive, aligned career pathways system. Expand options for non-traditional education for youth in the workforce, evaluate and target outreach and recruitment efforts for out-of-school youth and use 100% of Title I-B youth funds to support out-of-school youth. The strategies for program alignment will create a WIOA Advisory Group that includes: 1-2 staff from the IDOL to represent Title I-B, Title III and partner programs; 1 staff from IDOL to represent One-stop system; 1 staff representing Title II (adult education); 1-2 staff from DVR; 1 staff from ICBVI; and 1 staff representing ICA.

Dwight Johnson asked what sector strategies are. Amelia commented it is to not export jobs, advanced manufacturing, power and energy, then deferred the question to Cheryl Foster. Cheryl said it is to support sectors and provide workers. It is team oriented with a common goal. Dwight is happy to see this in the plan. There are a lot of low paying jobs in the service, food and retail industries. They are great entry level jobs but there is nowhere to move up. Dwight mentioned Wendi Secrist at PTE and SkillStack as a quicker option to 4 year institutions. Boise State University (BSU) and North Idaho College (NIC) offer a badging system on the non-credit side. Vice Chair B.J. Swanson mentioned in the refugee/immigrant area there are some high skill levels but no one records them. She knows of a doctor working at Chobani as a janitor. Amelia commented that Title II provides English training as a second language to help those with language barriers, but have high education and skills. Neighbors United does amazing work with immigrants.

The agenda was adjusted to review the by-laws next.

### **Transmittal #2 Update Workforce Development Council Bylaws**

#### **Action Requested: Approve suggested revisions to Council bylaws**

#### **Jason Hudson – AFL-CIO.**

The bylaws of the Council have not been updated for years. WIOA Transmittal # 2 – Update Workforce Development Council bylaws request action from the Council to approve the suggested revision to the Council bylaws.

The workgroup began work in September members included Chairman Tim Komberec, Jan Nielsen, Cheryl Foster, Jason Hudson and Rico Barrera. The workgroup began with a review of existing bylaws, taking into account the rest of the WDC Member Manual, the WIOA, new Executive Order 2015-02, the Idaho Open Meeting Law Manual, and the Idaho Ethics in Government Manual. We proceeded through several rounds of draft revisions, comments, and discussion of both required and optional changes and arrived at a consensus on the proposed bylaws in December 2015, which were then submitted to the Council for review.

Principal Changes: Sections modified more substantially than simple grammar, spelling, or reference corrections.

1. Article I
2. Article II, Sections A & B – is the most revised to be in compliance with WIOA, section A is just the WIOA responsibilities, section B changes were designed to align with other non-WIOA. The Council is now 26 members instead of 30.

3. Article III, Section A & A (6) – Section 6 was clarified and added who can be a sub-committee.
4. Article III, Section B – meeting attendance, optional, left the same.
5. Article IV – added “private sector” so there was no doubt of who it was. Section C – opted to leave in the rules that 1 Council meeting will be outside the Boise area every year.
6. Article V, Section D & Section F (5) – change requirement of timeline for the agenda to be out from 14 days to 7 days.
7. Article VII, Section G (1) – item 1 – conflicts of interest decided to have flexibility. The Council will be notified in writing, no special timeline.
8. Article VIII, Section A – Executive Committee standing chairs of the committees but only have 1. Have the chair appoint the additional members. Aaron White suggested the legal names be spelled out the first time.

Friendly Amendments made at Meeting:

1. Article II, Section A(2) – Spell out “Workforce Innovation and Opportunity Act”
2. Article IV, Sections A&B – Replace “Private Sector Member” with “Representative of Business and Industry”

Dwight Johnson motioned to approve the bylaw changes, Bert Glandon 2<sup>nd</sup>. Chair Komberec asked that we have a motion to adopt the new bylaws at the next meeting after requested revisions can be made. He asked that they be emailed in advance for Council members to have time to review them. After the bylaws are approved by the Council they will be submitted to Mark Warbis to give to the Governor for his approval. The final bylaws along with the current bylaws will be sent for comparison.

### **Economic Update – Bob Uhlenkott, Chief Research Officer – Idaho Department of Labor**

Chair Komberec said one of the highlights of each meeting is to get Bob Uhlenkott’s perspective of the economy in general and hear how Idaho is fairing.

According to the October and November Idaho Jobs Report we are #1. The US December Jobs report shows Idaho moving full steam ahead. What does Idaho’s future hold? The population, workforce demographics, talent and the economy.

The seasonally adjusted 2007-2015 (November) total employment was projected to increase by 3% but ended at 4.2%, making Idaho #1 in the nation. The Unemployment rate 2007-2015 (November) was projected to be 3.1 %. In 2 years it averaged out to 4%. Last year there was a large revision to the bench mark that added data that was late.

Census data was released on January 10<sup>th</sup> that shows the Growth in Workforce by Age (2004-2014) in the last decade. More people are moving into Idaho to retire not to work. Jay Larsen asked if Bob thinks it will remain flat. Bob responded yes because the raised interest rate will hold it off. Director Ken Edmunds asked Jay Larsen if it was different than he expected. Jay expects it to drop in 2018. Bob commented that the last few months have been incredible. The fundamentals show it will be good to 2018. The share of the worker population age 55 and older shows a comparison for the period between 2001 and 2015 urban and rural areas. North Idaho especially shows a risk. Aging workers by industry shows the Utilities industry is really high at 35%. Director Edmunds said that

state government at 38% being the highest employer. The Idaho and National Labor Force comparison shows Idaho is up. Bob is surprised how fast it is growing. Jay Larsen asked if we know at 2014 where and what jobs grew? Bob said construction was growing at twice the rate.

The starting point – Median Age by County shows Idaho in the six youngest states in the nation. Madison County is the youngest in the state. Idaho is starting to win the battle. The interstate unemployment Insurance claims data Go-Live dashboards are easy to mine information from. Salvador Vazquez is the number cruncher for unemployment claims. The Interstate UI claims data in 2012 in the 25-34 age group shows 1 person moving into Idaho for every 24 that move out. Ages 34-44 1 person moves in while 1.4 move out, ages 65 and older indicate 30 move in to every 1 that moves out. The data in 2015 shows the group 65+ at 175 moving in to every 1 that moves out. Salvador imbedded 12 ratios shown in the diagram as “blue moving in” and “red” moving out. The number of younger Idahoans moving out is alarming. The new data indicates the elderly population to continue to grow. Go-Live shows Workforce Gap projections in job growth in 2025 at 95,000. The gap is closing in the age group 16-64 workforce growth at 63,000. People are coming into Idaho and they need jobs. The great news is we are leveling out with maturity. Jay Larsen asked how to keep the younger group in Idaho. We have to keep knowledge based funds coming in to the state and keep mid-size companies growing. STEM programs have had significant growth. Engineering is not always going to be at the highest level. Technology is tempering growth for Idaho recruiting.

### **Continuation of the WIOA Combined State Plan**

#### **Performance Accountability & Data Integration – Teresa Pitt – Planning & Evaluation Manager, Idaho Division of Vocational Rehabilitation**

A new requirement under WIOA is the creation of a common Performance Accountability System (PAS) effective July 1, 2016.

The purpose of the PAS is to promote better alignment and effectiveness across the 6 core workforce programs and to increase education, training and employment outcomes for individuals. The core programs will provide information to the federal departments of Labor and Education. It will provide a wealth of information and allow them to determine the effectiveness of each program. Each program will determine its own expected levels of performance and negotiate these performance targets with federal program officials as appropriate, which in turn make up our state performance levels. The performance will be evaluated and adjusted annually.

Teresa explained there are 6 WIOA Primary Indicators, 5 of them are measurable the 6<sup>th</sup> is to measure the effectiveness in serving employers.

The Data Integration Plan workgroup will conduct analysis, scope of work and implementation of the plan. They will continue to fine tune the current data systems to incorporate all data elements, reports, etc. effective July 1, 2016.

Ken Wiesmore asked is there something required in the plan to monitor the money paid for training? Cheryl Foster explained it is administered by the Workforce Development Training Fund (WDTF) but is separate from WIOA. It is confusing. Ken then asked what happens to employees when businesses that received WDTF money cut back or close. Sue Simmons said we plan to identify what kind of training structure and On the Job Training (OJT), certificates so employees have job skills in the future.

Teresa and Marsha Wright – the plans are similar in both Vocational Rehabilitation (VR) and Section 73 federal oversight. The blind is a primary disability but VR focuses on all disabilities. There is individualized training. The Office of Special Education and rehabilitative Services (OSERS) is under the State Board of Education. Older workers are subsidized while they are trained.

### **Title-I-B, Youth, Adult, Dislocated Worker – Cheryl Foster – Senior Planner – Idaho Department of Labor**

WIOA Title I-B programs include Youth, Adult, and Dislocated Worker (lost job but not their fault). The focus of the programs are to serve individuals that have barriers to employment or getting higher wages.

The Youth program is overseen by the Youth Committee. The Youth program funds focuses on Out-of-School youth, and 20% of funds must be spent on Work-Based Learning. In the past 75% of the states allocation went to out of school youth, now it is 100% of youth funds are dedicated to out of school youth for career and training services.

Program specific requirements for the Adult and Dislocated Worker part of the plan address work-based training models, registered apprenticeships and Eligible Training Provider (ETP) policy.

The WIOA Title I-B plan also contains a number of general requirements, such as policies for governance of local and regional areas, an appeals process for infrastructure cost-sharing among the partners of the One-Stop career service delivery system, use of Governor's set-aside funding and other program policies. The plan also includes a number of requests for waivers of specific program requirements.

The plan also requires states to identify the criteria for youth provider selection, youth program elements and policy definitions. Dr. Clark commented the group going to the WIOA National Convening the end of January should brainstorm the needs and noted that there is a need for a youth funding floor, if you have the opportunity to speak to your Congressional representatives please ask that they adopt the funding floor for small states such as Idaho.

### **Title III Wagner Peyser Act, Employment Services**

#### **Cheryl Foster - Senior Planner – Idaho Department of Labor**

The Idaho employment statistics Bob Uhlenkott provided earlier are highlighted in the state plan and funded under the Wagner-Peyser Act.

The W-P program primarily provides Employment Services for job seekers and employers and is considered one of the WIOA Core Programs. It provides assistance to unemployment insurance claimants and re-employment assistance. The state plan specifically asked how unemployment insurance claimants are provided service and re-employment assistance and how Unemployment Insurance funding is used to support the One-Stop.

The W-P part of the state plan also includes an agricultural outreach plan that has already gone out for public comment.

### **Optional Partner programs**

#### **- Trade Adjustment Assistance**

There is also Trade Adjustment Assistance entitlement under One-Stop for those out of work because jobs are shifting overseas. Angelique Pruitt asked who does the administration. Rico Barrera is the coordinates the state's Rapid Response program, which meets the needs of companies and its employees affected by large job losses, usually layoffs or plant closures. All companies and employees are informed of the potential for Trade Adjustment Assistance eligibility, which is determined after filing a petition with USDOL. Is there a petition to file on behalf of a group employees? There are several ways that a petition may be filed. WIOA has been expanded to allow state agencies like IDOL file a petition.

#### **- Jobs for Veterans State Grants**

Jobs for Veterans State Grants, veterans are served first. Disabled Veterans Outreach Programs (DVOPs) and Local Veterans Employment Representatives (LVERs) programs, One-Stop delivery system, is population served and provides a measure of service outcomes. Philip Clifton asked if it is funded by the Federal government. Cheryl Foster answered yes.

Ms. Valasek reminded the Council the State Plan needs council approval. Dwight Johnson motioned to approve Transmittal #3 as outlined, Dr. Clark 2<sup>nd</sup>. The motion was approved. Ken Edmunds thanked the committee for all of their hard work.

### **Transmittal #4 Approval of WIOA Eligible Training Providers – Cheryl Foster – Senior Planner – Idaho Department of Labor**

#### **Action Requested: Approve submitted list of Eligible Training Providers for WIOA Approve small changes to WIOA ETP Policy**

The Council approved the current ETP policy last October. Attachment 1 is the list of currently approved WIOA Eligible Training Providers. These providers met the requirements of the policy adopted in October prior to January 1, 2016.

Attachment 2 clarifies to the policy regarding non-occupational skills training (CPR, OSHA classes, etc.) and aligns it with the State Board Of Education's definition for proprietary schools (primarily exempting courses less than 3 days.)

Another change to the policy is to allow public postsecondary academic programs to be added to the list upon request. These programs already meet the same requirements as requested on the application. State longitudinal database system data already available for public schools that may want to apply. The SLDS grant expires June 30, 2016. If schools want to update their systems they need to hurry.

Aaron White asked if apprenticeships are on the list. Ms. Foster said they will be placed upon request. Aaron asked how to apply. Ms. Foster responded that an email request to [WIOAETP@labor.idaho.gov](mailto:WIOAETP@labor.idaho.gov), would facilitate the request.

Dr. Clark requested clarification of the costs due to loss of students because SLDS requires Social Security numbers. Cheryl said participation without SSNs is allowed.

Bert Glandon motioned to approve, Dwight Johnson 2<sup>nd</sup>. Motion approved.

### **WIOA Transmittal #5 – Identification of WIOA Regions – Cheryl Foster, Senior Planner – Idaho Department of Labor**

#### **Action Requested: Adopt Idaho Policy for the Identifications of Regions under WIOA Assign WIOA Local Areas to a single, statewide planning region.**

At the October 19, 2015 Workforce Development Council meeting, the council approved a motion resulting from Transmittal #7 approving the two local areas from WIA for initial designation under WIOA. These local areas are the East-Central District and the Balance of State. Each of these local areas is eligible to be its own region or may be assigned to a single region consisting of both local areas.

Under WIA, Idaho was designated a single, statewide planning region. This designation allowed for streamlining and cost savings in administering the WIOA program across the state. Idaho also was able to submit a single state plan on behalf of the entire state.

Under WIOA, local areas, regions and the state each have planning requirements. By assigning both local areas to a single, statewide planning region, the state should also be able to submit a single plan on behalf of the entire state. Again, this should allow for cost savings and streamlined administration of the WIOA program.

#### **Public Comments:**

Per the US Department of Labor WIOA guidance to allow adequate time for public comment prior to designation of the local workforce development areas, these documents were available for public review and comments until January 8, 2016. Idaho Department of Labor staff also worked with the Association of Idaho Cities to ensure that local elected officials received notice of the policies. No public comments were received.

Jay Young motioned to adopt Transmittal #5. Bert Glandon 2<sup>nd</sup>. Motion unanimously approved.

### **Annual Update on WDTF – Susan Simmons, Deputy Director – Idaho Department of Labor**

Susan reviewed the yearly summary as of October 31, 2015 for WDTF and the legislation Section 72-1347B, Idaho Code. A document was shared "IDOL's SOP & Draft WDTF Legislation". The Statement of Purpose is:

***"This legislation amends the Workforce Development Training Fund provision of the Employment Security Law by elimination of the transfer funds to the employment security reserve fund, broadening the purposes for which workforce development training funds may be used and extending the sunset clause for the training tax on covered employers to 2022."***

**Fiscal note:**

***“There is no fiscal impact to the General Fund or to local government funds.”***

If enacted, this legislation would continue to generate \$5.5 million in revenue per year with no impact on the Employment Security Fund’s solvency.

The yearly summary is for the period of July 1, 2014 through June 30, 2015. The negative numbers are adjustments. WDTF had spent \$2.8 million on Employer Contracts and Sector Grants. Some staffing was lost. The end of year outstanding obligations was \$10,274,084. The ending year unobligated balance was \$5,506,844. There was 48 active employer contracts during the year. The planned number of trained employees was 4,048, with 450 sector grants. The actual number of trained employees was 2,856. The planned average wage under employer grants was \$15.82, the actual was \$17.87. The actual cost of training per trainee was \$2,902.83. The training plans had to be well defined, providing transferable skills.

**Workforce Division Overview – Roy Valdez, Deputy Director – Idaho Department of Labor**

This year’s annual report (which is actually for PY 2014 ends June 30, 2015). During the year the department served over 200,000 job seekers on-line, of these there 147,000 received services. On the employer side the agency received over 107,313 job openings and referred qualified candidates for those openings. The reduction in number of job seekers and increase in the number of job listings indicate the improvement in the economy and a “tightening” of the labor market overall, providing difficult for employers looking to fill vacancies.

The department Strategic Plan is being structured to meet the needs of businesses so that employers are connected to a qualified workforce and develop and deliver demand-driven workforce solutions partnerships among business, education, economic development and other government agencies to address the issues. Included is Regional Workforce Development Plans, Enhanced Recruiting Services, Idaho Works, WIOA Implementation and Special Initiatives. In November 2015 the Idaho Works on-line system was rolled out. From home and Local Offices there were 366,000 log-ins.

The plan in Region 1 focused on career awareness by participating with the Educate Idaho Group in Sandpoint, in Bonners Ferry we are involved with re-establishing a PTE group, St. Maries working on replicating “Hard Hats, Hammers and Hotdog’s” as an ongoing effort. Ricia in the Kootenai County office is involved in several projects related to the aerospace industry and a sector grant on mechatronics. Vicki is working with local school districts and Rotary clubs on developing an education partnership program connecting education with workforce programs like internships and job shadowing.

The Southwest Idaho area continues to provide educator exchange activities in different sectors, last years was focused on healthcare and this year in advanced manufacturing. Teachers had an opportunity to learn about businesses in the community while earning a Professional Development Credit from Northwest Nazarene University (NNU) and gaining curriculum ideas to take back to the classroom. They spent a day visiting different businesses in the Treasure Valley such as: Western

Aircraft and Micron in Boise, Micro-100 in Meridian and Plexus in Nampa for enhanced or intensive recruiting. They learned about training and educational opportunities available for students and resources available for educators.

Enhanced or Intensive Recruiting efforts with companies with hard to fill positions that provide a higher wage than normal, target companies that are within our targeted sectors, provide a greater value to companies and job seekers and be able to measure our effectiveness consistently. As of January 7, 2016 we have 28 active enhanced recruitment projects currently in progress with a targeted average wage of \$18.59.

IdahoWorks was developed to help work toward a balanced approach of utilizing self-service tools. It is the new UI claimant portal and exploring self-service assessment tools and staff assisted services as well as continue to have reductions in federal funds that impact the ability to provide one on one service in our local offices.

Today's presentations regarding the WIOA implementation of the state plan – we have had ongoing conversations with USDOL regional offices on how we are progressing, challenges we are facing, etc.

### **Special Workforce Initiatives:**

- Disability – Services youth with disabilities to unlock resources for job seekers with disabilities. In 2014 a team of 5 implemented an approach to service delivery known as “Career Chat Camps”. It's focus is on youth 14-24.
- Apprenticeship – Representatives from USDOL, PTE and Idaho AFL-CIO are partnering with the US Department of Labor to research recent successes and stumbling blocks to increase apprenticeship opportunities in Idaho. USDOL has provided the team a technical assistant through May 2016.
- Train the Trainer – A working group was developed and has been researching different train the trainer type methods such as Training within Industry and Structured On-the-Job Training as well as touring current companies that have utilized a train the trainer type model to understand the implementation challenges.
- Targeted Groups – Corrections (ex-offenders), Hispanic, Veterans and juvenile's. Examples: working with the Idaho Transportation Department (ITD) to receive funding to recruit and train veteran's in heavy equipment construction positions to focus on road construction; Ongoing efforts with Idaho Department of Corrections (IDOC) to help offenders transition out of prison into the community (adult & juvenile); Lewiston has a Regional Corrections Meeting every quarter connecting with IDOC, juvenile corrections, probation and parole along with University of Idaho, Lewis & Clark State College (LCSC), Idaho Department of Health & Welfare (IDHW) and other agencies.

### **Training Programs under WIOA (examples):**

- Rob – a 41 year old with congenital hearing loss, living with parents and financially and socially dependent on parents – after working with VR acquiring a job coach, enrolled in certification class at North Idaho College (NIC) and got a job as a certified forklift driver with Potlatch making \$19 an hour with benefits

- Theresa – 46 year old Desert Storm Army Veteran and single mother with a 4 year old lived with her mother after being laid off with no job prospects and diminishing UI benefits. Attended College of Southern Idaho (CSI) radiology technologist program earning a Rad Tech certification. Now employed in Sun Valley with a starting wage of \$23.50 per hour with an excellent benefit package. Then accepted into Weber State University in Ogden UT receiving additional training as a radiation therapy technician helping cancer patients
- Nathaniel – served 2 ½ year prison sentence is a 35 year old service-connected disabled USAF veteran, under the Dislocated Worker Training NEG targeting long term unemployed. Internship leads to full time permanent position with the same company, earning a sustainable wage which even led him to a part time weekend position servicing aircraft related to his former USAF job employment
- Augustin – Laid off from closure of Dutchman Mfg. in Twin Falls earning \$16 an hour after 7 years employment, interested in diesel mechanics a high-demand occupation, enrolled to College of Southern Idaho (CSI), being named to the President's List, completed his clinical for diesel mechanic program at the Peterbilt facility in Heyburn, Idaho, received degree, prospective employers in the area are very interested in his abilities once he completes training
- Brienna – 16 year old, dropped out of school, obtained GED, interested in attending college, parents divorced and she and her mom moved to Idaho, intimidated not having work experience, found on-the-job training opportunity at an orthodontics facility, hired as full-time front desk Office Assistant at \$10 an hour, completed her OJT continues to work at McCord and has a supportive peer group, looks to enroll in the dental hygienist program at Idaho State University (ISU)

**What's up for 2016?** We are planning a WIOA Statewide training for all service staff sometime this spring to make sure we all understand our responsibilities. We will be losing several Veteran's representatives in Southeast Idaho to retirement, administrative staff along with Local Office management level staff are retiring early this year, according to statewide report our agency will have about 90 eligible to retire in the next 5 years.

### **Old/New Business**

As an item of business Chair Komberec asked that the date for the October 14, 2016 meeting be changed to Thursday October 13, 2016. Everyone was in agreement to the date change. October meeting will be held on the 13<sup>th</sup>.

### **Future Meetings**

Wednesday, April 20, 2016  
 Thursday, July 14, 2016  
 Friday October 13, 2016

### **Discussion**

Chair Komberec asked for any further discussion. There were none.

Bert Glandon moved to adjourn the Council meeting. John Young 2<sup>nd</sup>. Meeting dismissed at 3:40 p.m.

**Present**

Executive Committee  
Chair Tim Komberec  
Vice Chair B.J. Swanson  
Aaron White  
Jeff McCray  
Kenneth Edmunds  
Dr. Linda Clark

Members

Angelique Pruitt  
Arantza Zabala  
Bert Glandon  
Brad Murray  
Dwight Johnson  
Jay Larsen  
John Young  
Johnathon Baker  
Joseph Dunlap  
Ken Wiesmore  
Megan Ronk  
Philip Clifton  
Superintendent Ybarra

**Absent**

Executive Committee  
Jan Nielsen  
Scott Rasmussen

Members

Jana Straubhar  
Jody Lewis  
Matt Freeman  
Molly Kaufman

DRAFT