

IDAHO WORKFORCE DEVELOPMENT COUNCIL
Executive Committee Meeting

Meeting Minutes **Draft**

June 13, 2016

3:00pm-4:00pm

COUNCIL MEMBERS

PRESENT: *Tim Komberec - Chair, BJ Swanson - Vice Chair, Linda Clark, Ken Edmunds, Dwight Johnson, Jeff McCray, Jan Nielsen, Scott Rasmussen*

ABSENT: *Aaron White*

STAFF

PRESENT: *Rebecca Arndt, Rico Barrera, Cheryl Foster, Vicki Parkinson, Carmela Ramirez, Wendi Secrist, Amelia Valasek, Rogelio (Roy) Valdez*

1. Call to Order - Tim Komberec, Chair called meeting to order at 3:00pm on June 13th, 2016.

2. Approve Executive Committee Meeting Minutes April 14th, 2016 - Tim Komberec, Chair

BJ Swanson: motioned to approve executive meeting minutes

Jan Nielsen: 2nd to approve motion

Questions/Comments: *None*

Opposed: *None*

Outcome: **Approved**

3. Approve Consent Agenda Items - Rogelio (Roy) Valdez

- WIOA Adult Priority Policy - Transmittal #1
 - Requirements for Adult Program funds to be used for individualized career services/training services
 - Service priority to low-income participants, those on public assistance and basic skills deficient.
 - Policy articulates and addresses these distinctions

Questions/Comments: *None*

- WIOA Youth in Need Distribution Formula - Transmittal #2
 - Current criteria to allocate funds distributes funds between regions where poverty rates exceeded youth state average and have exceeded a minimum expenditure of 80% of allocated program funds
 - This year's proposal requests the \$120,000 allocation be split evenly amongst the 6 regions
 - Funds to be used for out-of-school youth outreach/recruitment, which will assist service providers to meet their service levels

Questions/Comments: *Open Discussion below*

Jan Nielsen asked how the effectiveness of the effort be measured, whether metrics would be included. *Staff* responded that the YIN proposal is to assist regions in their recruitment of out-of-school youth. Because of the uniqueness of each region, it would be difficult to standardize a performance process for these funds. A question was posed whether each region could set their own criteria. Program Planning Summaries are established to plan numbers for program year to compare to actual outcomes. Because of the amount of funds, the committee sought to ensure proactivity in monitoring efforts rather than rely on a lagging number. *Staff* noted that enrollment targets are set in contracts, based on the level of funding received, and is continually monitored throughout the program year. Since out of school youth recruitment is associated with much higher costs, there is a need for more staff dollars to ensure initial success.

- Negotiated WIOA Performance Targets - Transmittal #3
 - Information Only
 - Presents proposed levels of performance for PY2016, approved by WDC in April
 - Notes performance measures required by USDOL under WIOA
 - Percentages are purposefully not high, to account for transition from WIA to WIOA
 - Strategizes for unexpected occurrences – setting bar lower with uncertainty on outcomes

Questions/Comments: *Open Discussion below*

Cheryl Foster: These proposed performance measures will be presented to USDOL for negotiations to be completed by the end of this month.

Questions/Comments: *None*

- Council Meeting Minutes of April 20th, 2016

Questions/Comments: *None*

Jan Nielson: motioned to approve consent agenda items

BJ Swanson: 2nd to approve motion

Questions/Comments: *None*

Opposed: *None*

Outcome: **Approved**

4. Update on Workforce Development Council MOU'S - Cheryl Foster

- Make WDC aware for requirement of a signed agreement with ECIPDA (2nd local area), which allows the council to serve as both state board and local board and meets WIOA requirements.
- MOU is required to outline IDOL's administration of WIOA without having a conflict of interest.

Questions/Comments:

Discussion about email sent from Regional Office– the waiver for the state board to act as the local board was not disapproved

5. Draft Agenda for July 14th Council Meeting - Rogelio (Roy) Valdez

Reference Draft Agenda for 7-14-2016 WDC Meeting

Questions/Comments:

Discussion about reducing the time required for Live Better Idaho presentation.

- Youth Committee Update – Note revision to timeline
- Director's Updates – Possible expansion to accommodate other departments

6. Future Meetings - Rogelio (Roy) Valdez

- October meeting set for 26th-27th at the Coeur d'Alene Resort - 2nd day consists of touring North Idaho College
- January meeting set for January 11th, 2017
- Council to decide on April, July and October meetings for 2017

Questions/Comments:

Tim Komberec: start coordinating travel for October meeting

Roy Valdez: first day (October 26) will be a full day

BJ Swanson: will join October meeting on the 27th only

7. New/Old Business - Tim Komberec, Chair

Input/Concerns: *None*

8. Adjourn - Tim Komberec, Chair

Linda Clark: motioned to adjourn

Tim Komberec: called meeting to an end at 3:35pm on June 13th, 2016

Outcome: **Adjourned**