IDAHO WORKFORCE DEVELOPMENT COUNCIL
Executive Committee Meeting
Meeting Minutes
December 15, 2016
10:00am-11:00am MST

COUNCIL MEMBERS
PRESENT: Tim Komberec - Chair, BJ Swanson - Vice Chair, Linda Clark, Jane Donnellan, Ken Edmunds, Jeff McCray, Scott Rasmussen, Aaron White
ABSENT: Jan Nielsen

STAFF
PRESENT: Rebacca Arndt, Rico Barrera, Cheryl Foster, Gordon Graff, Jason Hudson, Laurel McMahan, Carmela Ramirez, Sara Scudder, Wendi Secrist, Amelia Valasek, Rogelio (Roy) Valdez

1. **Call to Order - Tim Komberec, Chair** called meeting to order at 10:10am MST on December 15th, 2016.

2. **Approve Executive Committee Meeting Minutes October 4, 2016 - Tim Komberec, Chair**

   *Scott Rasmussen:* motioned to **approve** executive meeting minutes
   *Aaron White:* 2nd to **approve** motion

   Questions/Comments: None
   Opposed: None
   Outcome: **Approved**

3. **Proposed Robert’s Rules Order of Business - Rogelio (Roy) Valdez**

   Proposed WDC Meeting Order of Business
   1. Call to order
   2. Roll call of members present
   3. Approval of minutes of last meeting
   4. Approval of consent agenda
   5. Chairs’ reports
   6. General WDC Business
      * Unfinished business
      * New business
   7. Standing Committee reports and business
   8. Ad Hoc Committee reports and business
   9. Other IDOL specific business
   10. Informational Presentations and Announcements
   11. Adjournment

   *Non-motion*
4. Approve Subcommittee Appointments - Rogelio (Roy) Valdez

**Ad Hoc - Adult Basic Education**
**Chair:**
John Young - Young Construction Group
**Staff:**
Amelia Valasek – ABE
**Members:**
Shelli Bardsley - ICCU
Linda Clark – Chair, Youth Committee
Tim Komberec – Empire Airlines
Bobbi-Jo Meuleman - Dept. of Commerce

**Workforce Development Training Fund**
**Chair:**
BJ Swanson - Gritman
**Staff:**
Jill Kleist – IDOL
Carmela Ramirez – IDOL
**Members:**
Bert Glandon – CWI
Ken Wiesmore - Vets
Aaron White – AFL CIO
Steinar Hjelle - Micron
Bobbi-Jo Meuleman – Dept. of Commerce

**Apprenticeship**
**Chair:**
Angelique Pruitt – Idaho Power
**Staff:**
Wendi Secrist - CTE
John Russ – IDOL
**Members:**
Todd Schwarz - CSI
Jay Larson - ITC
Scott Rasmussen - ISU
Megan Ronk – Dept. of Commerce
John Young – Young Construction Group
Travis Woolsey – Local 732
Brad Cederblom – AFL-CIO
**Non-Members:**
Wendy Lundberg - McCain Foods
Bill Kober – USDOL Office of Apprenticeship
Jason Hudson – AFL – CIO

**One-Stop**
**Chair:**
Jane Donnellan - IDVR
**Staff:**
Cheryl Foster – IDOL
**Members:**
Jan Nielson -Basic American Foods
Dwight Johnson - CTE
**Non-Members:**
Jeff McCray: motioned to approve subcommittee appointments
BJ Swanson: 2nd to approve motion

Questions/Comments: None
Opposed: None
Outcome: Approved

5. Approve Consent Agenda Action Items - Rogelio (Roy) Valdez

- Council Meeting Minutes of October 26-27, 2016*
- 2016 Executive Order (Information Only)
- Standing Committee Announcement of Appointees (Information Only)
- 2015 WIOA Annual Report Transmittal #2
- ESSA State Plan – Transmittal #3 (Information Only)

Aaron White: motioned to approve executive meeting minutes
Jeff McCray: 2nd to approve motion

Questions/Comments: Amelia Valasek clarification on Annual Report.
Opposed: None
Outcome: Approved

6. Business Items – Proposed Meeting Dates - Rogelio (Roy) Valdez

- Set schedule for upcoming executive and council meetings
  o Recommend different months than SBOE meetings
  o Time frames between executive committee and council meetings
  o Outside Boise location

- Proposed Council meeting dates
  o Wednesday, April 12, 2017
  o Thursday, July 13, 2017 – Recommend Twin Falls as meeting location
  o Wednesday, October 25, 2017
  o Thursday, January 11, 2018

- Proposed Executive meeting dates
  o Tuesday, March 28, 2017
  o Tuesday, June 27, 2017
  o Tuesday, October 10, 2017
  o Tuesday, December 19, 2017

7. Review Agenda/Committee Reports - Rogelio (Roy) Valdez
Committee Reports

15 minutes designated for each committee report out

- WDTF
- One-Stop
- Apprenticeship
- ABE

Directors Reports

- Dwight Johnson – CTE, if update requested
- Marcia Beckman – Idaho Dept. of Education

Presentations

- Superintendent Ybarra with guest Luke Schroeder on College and Career counseling
- Success Story – Dislocated Worker
- Legislative Preview with Liaison Mark Warbis – Office of Governor
- Sara Scudder - CIS – AmeriCorps, Vista Grants report out

8. New/Old Business - Tim Komberec, Chair

Input/Concerns: None

9. Adjourn - Tim Komberec, Chair

Aaron White: motioned to adjourn executive council meeting
BJ Swanson: 2nd to approve motion

Tim Komberec: called meeting to an end at 11:02am on December 15, 2016