

Cumberlands Workforce Development Board  
Meeting Minutes  
October 18, 2022

The Cumberlands Workforce Development Board (CWDB) met in-person or via zoom on October 18, 2022 at the Lake Cumberland Area Development office in Russell Springs. Chairman Mr. Sam Brown called the meeting to order.

Ms. Beverly Grimes called the roll. There were twenty-one (21) of the twenty-eight (28) member's present in-person or via zoom, thus constituting a quorum of the board. Sixteen (16) members present in-person or via zoom were Business and Workforce representatives which meets the requirement of 51% of members present must be a combination of Business and Workforce representatives.

All members were e-mailed copies of the minutes from the August 16th meeting. Questions/corrections were asked for; there being none, motion was made by Mr. Scott Pierce to approve the minutes as presented, seconded by Mr. Wendell Emerson. Motion carried.

Ms. Vickie Wells gave an update for the Budget and Finance Committee. The Budget for WIOA Programs for PY'22 is \$2,707,470.09. The expenditures from 7/1/22 to 9/30/22 was \$537,543.99 for a total of 19.85% of the budget spent. The Board also received a copy of the WIOA Expenditures by Grant Number. Motion was made by Mr. Wendell Emerson to approve the budget as presented, seconded by Mr. Kevin Shearer. Motion carried.

Ms. Myra Wilson, Workforce Director presented two policies; Cumberlands Workforce Development Board Case Note Policy and Cumberlands Workforce Development Board WIOA Data Entry Policy. The State issued these policies in February 2022 and we need to get them approved at the local level and published on our web-site. Motion was made by Mr. Larry King to approve the policies as presented, seconded by Brett Traver. Motion carried.

Ms. B.J. Wilkerson, Strategic Initiative for Transformational Employment (SITE) Representative from Eastern Kentucky Concentrated Employment Program, Inc. (EKCEP), gave an update of the SITE Program. They have served a total of four hundred thirty-six (436) participants; two hundred and seventy-eight (278) in Pulaski County, one hundred and four (104) in Russell County, fifteen (15) in Taylor County, ten (10) in Adair County, eleven (11) in Casey County, four (4) in Green County, two (2) in Laurel County, nine (9) in Wayne County, one (1) in Rockcastle County and two (2) in McCreary County. They are partnering with AppHarvest in Somerset, they have a new Success Coach there. They have immediate openings for Crop Care Specialist & Pack House Specialist. They have new trainings being offered for Microsoft Suites, so they are partnering with several of the recovery centers in the Cumberlands Area.

Ms. Wilkerson manages the SITE Program that is funded by the Kentucky Opioid Response Effort (KORE). They assist people who are in recovery to remove barriers to

employment. Some of the barriers could involve; rent, electric, training, uniforms, etc. They want to get them on a career pathway for success.

Ms. Becky Wilson, Goodwill Industries of Kentucky-Director of Career Services Southeast Region gave an update on Goodwill Industries of Kentucky. They had an Opportunity Expo on September 21<sup>st</sup> at the Center for Rural Development. There were partners that were set-up and they also had an Expungement Clinic. There were one-hundred fifty (150) in attendance, sixty (60) of those were there for the expungement and a good portion of those will be eligible for expungement. They have a partnership with AppalReD Legal Aid for those people that come through the Expungement Clinic and this helps them fast track through the expungement process. In this Fiscal Year, prior to this Expungement Clinic AppalReD Legal Aid had processed about 250 expungements in our area.

Goodwill Industries of Kentucky is all about barrier reduction because they know that the individuals coming into their Opportunity Centers have barriers and they all have to work together. Transportation is a major issue. They are trying to work on options to eliminate this problem. Their programs are funded through the revenue generated from their retail stores. One of their biggest programs is Reintegrating Individuals Successfully Every Day (RISE) it's a two (2) week professional ed. and personal boot camp. They receive soft skills training and they are able to practice those soft skills in this two (2) week period. They are going to have some programmatic changes in 2023, the format will be a little different. Individuals that participate in this program receive a \$300.00 stipend for completing the program. They are focusing on individuals gaining employment at the end of the program.

Ms. Beverly Grimes, Administrative Assistant gave a presentation on Southeastern Education Training Association (SETA) Conference. The Fall SETA conference was held in Louisville, KY, since Kentucky was the host state there were a lot of attendees from Kentucky. The conference rotates between eight (8) different states. She attended several different sessions but the one that was most beneficial to her was Local Workforce Development Board 101. The presenters were Walter L. Simmons, President & CEO/Executive Director for Employ Prince George's Inc. and Amanda Wagner, Chief Operating Officer for Employ Prince George's, Inc. with the Prince George's County Workforce Development Board, located in Georgia. The three main objectives of the session were: to develop a greater understanding of the purpose and role of the Local Workforce Development Boards, Understand the Board Composition and how to leverage the individuality of each Board Member and identify the basic principles of operating efficient, effective, and High Impact Workforce Development Boards. She gave a shout out to Aaron Poynter, Director of Re-Entry Programming. He was a presenter at the conference and he did an awesome job.

Ms. Sandy Birkholz, WIOA Adult & Dislocated Worker Career Manager and Business Liaison for Laurel, Rockcastle and Whitley counties gave a presentation on the SETA Conference. She went to a lot of different workshops; Becoming a Resilient Leader, Technology Enabled Workforce Development, Collaborating Business Outreach, and Understanding Apprenticeships. The most beneficial to her was the networking with

other regions and seeing what their best practices were and how she could apply them to her every day work.

Mr. Michael S. Carter, Regional Program Manager for Career Development Office (CDO) gave an update of the Unemployment Rate. For the year, they are averaging about five hundred twenty-seven (527) unemployment claims filed per month or seventeen (17) a day. These are being worked on locally in the Somerset Career Center. They have a staff of eight (8) doing unemployment. Right before they opened the office back up after the pandemic, Legislatures passed a law that unemployment would be done in the local office, so they had to take CDO Staff off their Wagner-Peyser duties to complete that mission for the unemployment. This took them away from Wagner-Peyser duties of helping people find jobs. In this area they are caught up, CDO is handling all the current unemployment claims and the issues associated with those unemployment claims are done in about three (3) weeks, which is the Federal Goal.

They have been working with Mr. Aaron Poynter in the Re-Entry program. They are about to re-open their in-person Re-Employment Services Orientation Session. They are going to introduce those people that have been identified as not returning to work in past six (6) months to their partners. They have not done this in over two (2) years in the local office. They are having to reconfigure some things in the local office to have meeting space for up to twenty (20) people. They have different staff that are attending training for this. They are trying to get less focused on the unemployment part because it's not their primary mission. Their mission is to get unemployed people connected with employers and get them back into the workforce. There was some discussion on the Employment Rate. One of the major factors in Kentucky is that people do not want to relocate to where the jobs are. There are going to be major changes in the amount of weeks of unemployment that people will be able to draw starting January 1, 2023, which is twelve (12) weeks and they have to document five (5) job searches a week.

Ms. Marsha Wells, WIOA Program Director gave an update on the WIOA Program.

- The Board was given the Statewide Performance Report for Adult, Dislocated Worker and Youth. They were also given a copy of a letter from Commissioner Price confirming and agreeing upon Performance Measures for PY'22 and PY'23 for the Cumberland Workforce Development Board. This was for informational purposes only.
- They served three hundred and forty-four (344) youth in PY'21, which ended June 30, 2022. Two hundred sixty-one (261) were enrolled in Out-of-School Youth (OSY) Paid Workforce Experience (PWE Program). They had to put a halt on enrollment into this program due to funding.
- As of July 1<sup>st</sup> they have enrolled one hundred and four new (104) adults; eighty-two (82) are in training, twenty-one (21) are in On-the Job Training (OJT) and one (1) in support that helps pay for the participant books. This time last year they had twenty-eight (28) adults, so this is a two hundred seventy-one (271) percent increase. She has told the Career Managers to focus on the Adult and Dislocated Worker programs.
- They are waiting to hear back from the Department of Workforce Investment regarding the PY'20 Monitoring, then they will have thirty (30) days to respond.

They have successfully completed three (3) separate monitoring's over the last two (2) years for the National Dislocated Worker Grant (NDWG), through the COVID Pandemic.

- They just completed registration and enrollment on the 4<sup>th</sup> welding group from the Pulaski County Detention Center thru the WIOA Adult requirements. They began classes on September 14, 2022 and should complete the first week of December. They enrolled five (5) female and five (5) male, nine (9) are still attending classes.
- Mr. Brown ask if there was a way to track the outcomes of the youth. Ms. Wells stated that they have a twelve (12) month follow-up, which is the federal law. It's always been a twelve (12) month follow-up for all WIOA Programs.

Ms. Lisa Gosser, WIOA Business Service Coordinator gave the WIOA Business Services Update.

- All of the Business Service Staff has completed the Recruiter-LinkedIn training, this is potentially going to replace Focus Career/Career Edge.
- They host a Business Service Team Meeting every week. They also have a Unified Regional Core Business Service Team Meeting every quarter. It is required for our re-certification.
- They have attended Chamber Meetings, Board Meetings, Tourism Board Meetings, Inter-Agency Meetings, Workforce Summit hosted by KCTCS where they worked on best practices for reaching out to employers and a Stakeholders Meeting for Perkins Grant at SCC.
- They attended the SCC Road Show at Pulaski County Area Technology. They had hands on demonstrations in welding, gas engines, diesel engines, etc.
- They have worked with Pulaski County High School, Southwestern High School and Russell County High School on career opportunities.
- They have employers scheduled for Mock Interviews for Adair County High School. They have tried to get employers that are hiring because they have 50-60 students that are graduating in December.
- They have done twenty-seven (27) referrals for Teleworks.
- They have assisted with the welding cohort at the Pulaski County Detention Center.
- They have assisted employers that have set-up at the Somerset Career Center.
- They posted jobs in Focus Career and the KCC Facebook, along with posting three (3) new listings in Indeed.
- They have provided Labor Market Information to several different employers.
- They have met with new hires for OJT eligibility for KECH in London.
- They had a team meeting regarding the upcoming Rapid Response meeting for a company closure, but the company was not actually in our area, but our staff offered assistance if it was needed.
- They have seventeen (17) employees doing an Incumbent Worker Training (IWT) at United Cumberland Bank in McCreary County.
- Ms. Gosser gave an update on the Apprenticeship/IWT with South Central Electric Apprenticeship Program, which consist of seven (7) different employers. The waiver to increase the total amount of funds used for the

project on the Apprenticeship/IWT was approved by polling the Cumberland Workforce Development Board's Executive Committee by e-mail rather than a Workforce Director signed waiver as required by our local Board policy. This is a unique/unusual case that we have never come across so she wanted to give everyone the opportunity to ask questions. She spent a lot of time researching, conference calls and e-mails with state leaders asking and answering questions regarding this situation.

Ms. Karen Miller, One-Stop Operator updated the Board on the workforce numbers in all of the offices for the month of July-September. The number that is in the Other Category for Corbin, Monticello, Russell Springs and Mt. Vernon is the Office of Vocational Rehabilitation (OVR) because they don't have a permanent office in the centers. In Campbellsville it's employer contacts. In the Somerset Office they are working with Teleworks people, making employer contacts, CDO is calling everyone that is drawing unemployment and trying to help them find employment. In the month of September they had two thousand and one (2,001) contacts.

They have had six (6) Americans with Disabilities Act (ADA) Reviews completed. One of them has a minor issue with a bathroom, but this will be addressed to the landlord.

Mr. Aaron Poynter, Director of Re-Entry Programming gave an update on the Re-Entry Division.

- They have had Full Stand up of Putting Kentuckians First. This is the Kentucky Workforce Innovation Board's (KWIB) State Initiative. They took their best practices and put in all together and poured it all into Russell County. They have referred one hundred and seventeen (117) participants. It started March 15<sup>th</sup> and they have done a really good job incorporating CDO staff. All of the partners are highly involved in this project. They normally have court one (1) day a week. Mr. Kevin Shearer is an awesome partner and they get a lot of referrals from him. They will be expanding to Adair and Laurel counties.
- Kentucky Area Resources (KARES) launched in Pulaski County about three (3) weeks ago. They are always getting new service providers, individuals and organizations contacting them wanting to be a part of that network.
- The 4<sup>th</sup> Welding Cohort has launched. It's in partnership with SCC and it's the first co-ed cohort.
- Mr. Poynter attended SETA and gave a presentation on Putting Kentuckians First.
- This Thursday Pre-Release Classes will resume at the Russell County Detention Center. With all of the partners coming together they will be able to have a very robust program to assist everybody.
- He has been working at the State level with some collaboration on HB 90. A lot of the work that they are doing has got noticed at the State Level. HB 90 is the legislator's copy of what we are doing. The only place it intersects in our area is Pulaski County.

- He was selected to participate in the Appalachian Leadership Institute, it's an initiative through the Appalachian Regional Commission. He is one of five (5) representatives from Kentucky. He will be sharing what we do at this level and will try to bring as many resources back to us as he possibly can.

Ms. Myra Wilson gave an update on the Strategic Plan.

- Goal #1- Active participation with employers and stakeholders to increase workforce opportunities across the region, and increase new entrance into the workforce.
  - They are working on a full workforce analysis for all of our counties, which Mr. Bill Sandell is providing. Adair and Pulaski counties have been completed.
  - Mr. Sandell is helping the apprenticeships.
  - They have had the initial call to set up Employer Informational Sessions. They have been partnering with the Business Service Team, Ms. Alesa Johnson and some of her staff at SCC. They are trying to develop a one page document that provides employers and participants all the resources that are available for them.
  - The MOU for Teleworks has expired but they are trying to get additional funding. They are still going into our areas to have Job Fairs.
- Goal #2- Align and integrate educate P-12, adult education and post-secondary education to provide career progression to prepare them for work in the future.
  - They had their first meeting of the Workforce Consortium, it was on Healthcare. Mr. Scott Thompson with Russell County Hospital was in attendance. They want to connect the schools, employers and the people that do apprenticeships so we can start to get people into the pipeline.
  - They have a planning meeting this week to move forward with juveniles outside of the traditional high school pathways.
- Goal #3- Increase regional workforce participation by creating opportunities, incenting workforce participation, and removing barriers to employment.
  - They met with Green River Ministries and provided a laptop to assist with referrals, applications and needs on site.
  - They have been sharing the Family Resource Simulator Information.
  - They have a meeting scheduled in Corbin and London with Mayor Razmus and Judge Pat White. They are very interested in what we have going on at the Detention Center.

- Goal #4- Focus resources on the most effective initiatives and improve the return on our workforce investment, utilizing data to constantly improve workforce development in Kentucky.
  - There was an Opioid Abatement Grant that came out yesterday for re-entry. The LCADD has offered to partner with us on this and will be writing the grant. The goal is to fund the re-entry division so we can keep it going.
  - Partnership with Wilderness Education Project to expand apprenticeships.

Ms. Myra Wilson gave the Director's Update.

- Pulaski County has been certified as a Work Ready Community. Special thanks to all the partners that assisted in this process.
- They have attended multiple Chamber meetings. They have been scheduled to speak at some of the Chamber meetings next year.
- SETA Updates;
  - She found out about some Federal funding opportunities that were available, she shared these with Mr. Jeric Devore and Ms. Johnson.
  - There is a huge push for virtual services across the nation.
  - For libraries to become part of the access points. She has been talking to other staff members about this concept.
  - The use of ARPA funding to strengthen the workforce.
- They met with Dr. John Gregory and it looks like Putting Kentuckians First has a lot of support and approval.
- They met with Ms. Beth Brinly, Deputy Secretary. She wanted to hear about Putting Kentuckians First. She invited them to go to Illinois and see a program that they have going on.
- LinkedIn Presentation-State now has a contract with them, it will replace Focus Career in the future. Career Edge is still on a month to month basis.
- Mr. Wright, members of the Direct Service Provider Team and Ms. Wilson will be going to Frankfort on October 26<sup>th</sup>. The KWIB has requested that each Workforce Board present their Funding Report which will cover funds expended in Fiscal Year 2019, 2020, 2021 for all workforce development program dollars, training and education dollars and education partner workforce development initiatives, including targeted scholarship dollars.
- Secretary Link wants to meet with the Workforce Directors at SETA to discuss best practices by area.

#### **OTHER BUSINESS:**

We had two (2) guests; Ms. Ashley Cummins, Career Support Specialist for Southwestern High School and Mr. Mick Slone, Career Support Specialist for Russell

County High School who were in attendance to talk about the Wilderness Education Project. This is a new grant opportunity for the students in their high schools, ages 16-24, it's a four (4) year grant to hopefully increase work-based learning and registered apprenticeships. They are looking for partners and place for their participants to go to work. The five (5) main sectors that they are focusing on is healthcare, education, electricians, computer technology and clean energy, 85% of their time has to be spent on these five (5) sectors and the other 15% they can work with whoever needs a job. There is supposed to be some funding to allow the students to take additional dual credit classes and pay for Industry Certifications. They can serve a total of forty-two (42) at Pulaski County High School, forty-two (42) at Southwestern High School and twenty-six (26) in Russell County. Employers and age is going to be their biggest barriers. Anything below eighteen (18) is a barrier, because most employer's insurance will not cover anyone below the age of eighteen (18). They can also pay part of the student's wages up to a certain amount. They have applications for the students that are interested to fill out. They will go through the applications and then meet with the teachers to see which students they think would be the most successful. At the current time there is not a curriculum set-up for clean energy. They will be working with Mr. Bill Sandell who is a Workforce Development Consultant with the Office of Employer & Apprenticeship Services.

Motion was made by Mr. Scott Pierce to adjourn.

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*Sam Brown*

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Sam Brown, Chairman

DocuSigned by:

*Vickie Wells*

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Vickie Wells, Secretary/Treasurer