

**Cumberlands Workforce Development Board
Meeting Minutes
December 14, 2021**

The Cumberlands Workforce Development Board (CWDB) met via zoom (video conferencing) on December 14, 2021 at the Lake Cumberland Area Development office in Russell Springs, due to Covid-19. Chairman Sam Brown called the meeting to order.

Mr. Aaron Poynter called the roll. There were twenty-two (22) of the twenty-nine (29) members present via zoom, thus constituting a quorum of the board. Seventeen (17) members present were Business and Workforce representatives which meets the requirement of 51% of members present be a combination of Business and Workforce representatives.

All members were e-mailed copies of the minutes from October 19, 2021 meeting. Questions/corrections were asked for; there being none, motion was made by Jay Shofner to approve the minutes as presented, seconded by Wendell Emerson. Motion carried.

Ms. Myra Wilson informed the Board that part of the Strategic Plan, as well as the State Plan, is to work on education. She introduced Dr. John Gregory, Executive Director-Kentucky Skills U (Adult Education), Education and Workforce Development Cabinet for the State of Kentucky. Dr. Gregory has a Ph. D. in Public Policy and administration from the L. Douglas Wilder School of Government and Public Affairs at Virginia Commonwealth University (VCU), an M.S. in Criminal Justice also from VCU, and a B.A. in History from Virginia Military Institute (VMI). Prior to his current position, Dr. Gregory was a Director and Assistant Professor in the School of Public Administrative and Government at Kentucky State University. Dr. Gregory served twenty years on active duty in the Army retiring as a Lieutenant Colonel.

Dr. Gregory spoke about the full functionality of the things that are going on in Kentucky Adult Education. They are known as the place to get help with a GED. This is a significant component of what they do, but certainly not the only thing they do. They deal with a multiple of different things both required from the Federal Government and the State. They deal with workforce prep which includes; learning the language, speaking the language, transitioning folks to college and moving people throughout the different seasons of their life. His intent is to reinvent who they are, because they are charged and funded to do more than just the GED. Moving forward they want to build a long lasting enduring relationship with people that come to seek the services that they can give them. If a person gets their GED, which is a significant milestone, they want to continue to take them through the different seasons of their life such as; going to college, going into the workforce, transition from one job to a better job. They want to be a lifelong partner with people in Kentucky, because the Statue says that they serve people from the ages of 18-64. They have the personnel as well as the skill sets to do this. He just doesn't think that people recognize that they do more than the GED. They just want to be intentional, with respect to saying, they will help them and navigate them to wherever they want to go and wherever they need to go. Going into the second year of the pandemic, there will be no new normal. We all have to learn how to navigate through this process. They want to be that bridge for the people that they serve. He thinks they have the best staff in the Nation. They serve non-traditional students but they now have with this pandemic, non-

traditional tools and skills. They can do face-to-face, virtual or a combination of both. Most people know them by Kentucky Skills U, but that name and logo will be leaving at the end of the month. They are going back to basics, Kentucky Adult Education.

Mr. Sam Brown made appointments to the following committee's; Nick Shearer-One-Stop Committee & Spencer Adams-Youth Committee. Motion was made by Mike Buckles to ratify the appointments to the various committees as presented, seconded by Vickie Wells. Motion carried.

Ms. Vickie Wells gave an update for the Budget and Finance Committee. The Budget for WIOA Programs for PY'21 is \$3,778,481.09. The expenditures from 7/1/21 to 11/24/21 was \$1,511,865.23 which is 40.01% of the budget spent. Ms. Wells informed the Board that the COVID-19 Dislocated Worker NEG BC Skills and Administration Line Item Budget had both changed a small amount. Ms. Myra Wilson confirmed that it was correct. Ms. Vickie Wells, Chairman of the Budget and Finance Committee made the motion on behalf of the Budget and Finance Committee to approve the budget as presented, seconded by Wendell Emerson. Motion carried.

Ms. Karen Miller, Cumberlands One-Stop Operator updated the Board on the Kentucky Comprehensive Career Center Re-certification for the Somerset Career Center. On December 8th the review team met to conduct the review of the center. The team consists of; Brent Sturgill, Becky Wilson, Aaron Poynter & Larry Botzman. The review team drafted a letter to the Board, which Ms. Miller read. Ms. Miller is starting to collect the number of people served in each center. In the month of November, reporting from eleven of our twelve centers, we served 1,121 customers in-person or by phone. Motion was made by Wendell Emerson to approve the recommendation from the review team that the Kentucky Career Center in Somerset be re-certified as a Comprehensive Career Center, seconded by Rhonda Thomas. Motion carried.

Mr. Aaron Poynter wanted to applaud the Board, staff and other partners for the vision, investment and the approval of Kentucky Area Resources (KARES). It has been tremendously affective in Russell County where it was launched. 100% of the people that have used it for employment services have a job, we are at 95% retention rate since September.

Mr. Aaron Poynter shared a success story. He had an individual contact him specifically. He was released from federal custody on June 3rd after serving twenty years. He met with him in early November. He came to us wanting our direction and to know what kind of services we had to offer. CDL training was what he wanted to pursue. Normally CDL training is fairly easy to get into, but for someone that has been in the Federal Judicial System there are some difficulties that come along with that including having to get approval to do certain things. That approval was granted, he was able to attend CDL training. He met with him on a Saturday and they started the process of getting him into school the following week. He thanked Jennifer Burton, WIOA Career Manager for her work in this process. They got this individual a Letter of Hire. The individual is in school today. He anticipates graduating in early January 2022 and immediately going to work. Due to the nature of the training he is unable to work, they have been able to pull other partners together to support this individual while he is going

through training to alleviate some of the barriers. This is a great success story for everyone involved.

Ms. Marsha Wells introduced the next success story. They showed a video of Mr. Adam Hoskins, Welding Instructor at the Corbin Area Technology Center. They started an evening welding class a few months ago. They put a diverse group in the class; 2-Adults, 4-National Dislocated Workers and 4-Out-of-School Youth. All of those are working during the day and going to school at night. There have been so many people contact Mr. Hoskins over the past 6-8 months asking what they can do as a community or region to fill this gap for skilled welders. They put together this night class hoping to fill that void and meet the needs of this industry. In 2020, there were 242,692 jobs available for the welding industry. They are hoping to transition the remaining students into the workforce after 2 semesters. You never know how long it's going to take. He thinks that within three to four semesters they can take a Novice Welder and turn them into a Welding Professional. They currently offer four different certifications, which are in multiple positions. They are both Kentucky DOT and some of them are AWS, which is a National Welding Certification. If the student decided that they didn't want to stay in the State of Kentucky they could take the National Certification to any State they desire. They are talking to three different businesses in Southeast Kentucky; Progress Rail, Hendrickson and Williams Machine. The skill set for the ten students are a broad range. Two of these students have already gotten job offers, one starting at \$17.20 and the other at \$15.90.

Ms. Marsha Wells gave a WIOA Program Update. We had a staff change in the Adair County office. WIOA Case Manager-Martina Hadley has transferred to a different department. Ms. Amy Dennis was previously a WIOA Trade Case Manager. She will be in Adair County three days a week, serving all WIOA programs. She has already contacted the Career Counselors in the high school. From July 1, 2021 to present, this is new enrollments only, 36-Adults, 81-National Dislocated Workers and 58-Out-of-School Youth. All of the offices are open now, biggest part of the traffic coming in is unemployment questions and concerns. They have put a new piece in place because of the fraud over the last couple of years, called ID.me. It's a verification tool that you have to go through before you can file a claim. It can be extremely difficult to deal with especially for those that are not tech savvy, don't have a smart phone or an e-mail. Mr. Chris Ford has put some web-cams up on the computers in the resource room. When people come in staff is doing the best they can to help them.

Ms. Lisa Gosser gave the WIOA Business Services Update. They have posted forty job openings and planned and assisted with six different hiring events. Some of those hiring events were at the local Career Centers and some were on-site. She coordinated a Job Fair that six employers attended, but only one potential employee showed up. Since COVID they have had their first Unified Business Service Team meeting. They have visited different sites while meeting with employers and delivering the 2022 Planners. They have prescreened and scheduled interviews for employers the past two months. They have participated in the ATC Planning meetings, which has been very successful. She scheduled and coordinated tours at four employers. They had forty-one students from the Lake Cumberland Regional College and Workforce Center to attend. They took five juniors and the rest were seniors. They also took the Principal and three instructors. They are planning to do these in the spring with different employers. They have partnered with KCTCS Work Solutions regarding needs to train for an employer. They have met with

potential employees regarding On-the-Job training. Ms. Michelle Whitis spent a lot of time working on the re-certification of the Somerset Career Center.

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 have partnered with SCC and the Pulaski County Detention Center for the second welding cohort. They had four graduates and they were all female. They have three cohorts planned for January, February and March. They are shortening the timeframe. They have worked with Ms. Alesa Johnson and her staff. These will be four week classes so they will be able to get more people through the program in a shorter timeframe, but longer classes.
 - The Commonwealth Coders class will have their graduation on December 17, 2022. The next class begins on January 18th. We have six workforce boards that will be participating in the next class; Lincoln Trail, TENCO, South Central, Northern Kentucky, Cumberlands & Bluegrass, that will represent sixty-six counties in the Commonwealth.
 - Stephanie Kingsley, Executive Director of the Kentucky Workforce Innovation Board (KWIB) will be hosting an employer round table with our Business Service Team and employers on December 16th.
- **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.**
 - There is a Career and Technical Education (CTE) report on Kentucky Center for Statistics (KYSTATS). You can filter the information and show your current enrollment, the ones that are eligible for coop, education, apprenticeship eligible, 12th grade enrollment by industry sector, career pathway, region, county, school district and the distance it is from the area. It has a whole listing of information. This would be a great tool for employers to use to see the number of people coming out of school. It tracks the industry sectors and career pathways in the areas that we choose. We want to educate employers that KYSTATS is there to use.
- **Goal #3- Increase regional workforce participation by creating opportunities, incensing workforce participation, and removing barriers to employment.**
 - Kirby Stephens with Kinetic Strategic Design (KSD) provided some information from our web-site. We had an increase of followers of 368 since November 30th. Let's continue to work hard to share our posts to educate people that we have jobs and come to the career center. We will continue to work with Kirby and Bill. We want to focus on getting more of our information on Twitter, Instagram and LinkedIn. If there is anybody on the Board that has job openings that has not shared those already, please e-mail those to lisag@lcadd.org and she will get them up on our Facebook page.
 - Anyone needing employees, they should consider the students that are graduating from the Pulaski County Detention Center. Aaron

Poynter worked with the Department of Corrections. He finally got approval for the welding graduates to work at Hendrickson on a Work Release Program. They are hoping to take this to other areas.

- **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.**
 - **We have been selected to pilot "Putting Kentuckians First". We will be participating with the KWIB, Goodwill, Education and Labor Cabinet and Workforce Cabinet. They want to get this toolkit ready and launched, so it can be out for other workforce boards to use. The first round table meeting was held, October 20th in the Cumberlands by Stefanie Ebbens Kingsley. We appreciate all the work that she does.**

Ms. Myra Wilson spoke to the Board about the RFP Approval for the One-Stop Operator and Direct Service Provider. She is requesting approval to publish the RFP's for the One-Stop Operator and Direct Service Provider on January 3rd, 2022. She is also requesting at this time, six volunteers that would make up the Review Committee for the proposals, this meeting will be virtual. Ms. Amy Glasscock, Chairman of the Workforce Directors will be the contact person for any questions. The submission date will February 25th, 2022. The review of the proposals will be March 1st-March 22nd. The decision will be announced at the April Board meeting. Motion was made by Brett Traver to approve the publication of the RFP's for the One-Stop Operator and Direct Service Provider, seconded by Jay Shofner. Motion carried. The following board members will make up the Review Committee; Brett Traver, Rhonda Thomas, Brad Hall, Jeff Vanhook, Kevin Shearer and Scott Pierce.

Ms. Myra Wilson gave the Director's Update.

- Ms. Myra Wilson introduced Ms. B.J. Wilkerson. She is our SITE Representative from EKCEP. She mainly works with the Opioid Use Disorder/Substance Use Disorder (OUD/SUD) population. They are removing barriers to employment. If they have trouble with transportation, housing, clothing, electric, etc. they work to get these barriers removed. She is working close with Ms. Wilson and Mr. Poynter to get them employment. She has twenty enrolled right now. She is serving thirteen counties.
- We are working to provide information as we receive it to Taylor County Judge Executive, Barry Smith. They had a call with Secretary Link and they are going to be applying for some emergency funds. They said that they would get out some more information very soon, specifically for the areas that were impacted. They will be asking for some numbers and data that will be needed for the grant.
- We received a written approval from Commissioner Marty Hammons the Local and Regional Plan had been approved.
- From April 15th through December 10th, there have been 5,225 appointments in-person for Unemployment Insurance (UI) services. They schedule fifty-two appointments per day, and are currently taking walk-ins

for customers to come in and use the resource computers to either file claims, look for work, or request their checks.

- She thanked each individual who participated in the 2022 Workforce Collaborative State Plan Meeting with Stefanie Kingsley.
- The Cumberland Workforce Local Elected Official Governing Board selected Judge Executive Steve Kelley as their new Chief Local Elected Official (CLEO). We would like to thank Adair County Judge Executive Gale Cowan for her service and commitment to the Cumberland Workforce Development Board as our past CLEO.
- We are working with two different organizations in the planning stages of the Good Jobs Challenge Grant. They are trying to put together preliminary information to participate in this grant. The KWIB is putting together information from all the regions. The University of Kentucky has contacted them to supply some information on some things they are doing.

Ms. Jenny Hughes, WIOA Case Manager gave an update from the Campbellsville Career Center. Campbellsville Apparel closed leaving several unemployment people. They saw about 250 last month, helping them with their UI. They had a very successful Job Fair last week. They have placed most of those people back into a sewing job making more than they did before, plus good benefits.

Motion was made by Sam Brown to adjourn, seconded by Scott Pierce. Motion carried.

DocuSigned by:

Sam Brown

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Sam Brown, Chairman

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Vickie Wells

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Vickie Wells, Secretary/Treasurer