

Cumberlands Workforce Development Board
Meeting Minutes
6/17/2025 @ 10:00 am (CT)
LCADD, 2384 Lakeway Dr, Russell Springs, KY 42642

The Cumberlands Workforce Development Board's meeting was held on Tuesday, June 17, 2025 at 10:00 am Central Time in-person and via Zoom at the Lake Cumberland Area Development District office in Russell Springs. Mr. Jeff VanHook, Chair, called the meeting to order and Mr. Sam Brown, Vice-Chair, opened with prayer.

Ms. Shannon Kelty, LCADD Administrative Assistant, called the roll. There were twenty-one (21) of the twenty-nine (29) board members present. There were ten (10) members in-person and eleven (11) via zoom/phone. There were seventeen (17) Business and Workforce representatives in attendance meeting the minimum requirement of 51% of those members being present, thus constituting a quorum.

All members received copies of the minutes from the April 15, 2025 meeting. Questions and/or corrections were asked for; there being none, a motion to approve the minutes as presented was made by Mr. Wendell Emerson, seconded by Mr. Larry King. All in favor. Motion carried.

Ms. Vickie Wells, Treasurer, gave the budget report stating the total budget for PY24 is \$2,131,706.21. As of June 6, 2025, \$1,690,535.35 has been expended, which is 76.09% of the budget. A motion to accept the 2024 budget as presented was made by Mr. Wendell Emerson. Seconded by Ms. Tina Cook. All in favor. Motion carried.

Ms. Wells then presented the new budget for PY25 stating that the total budget for the year is \$2,195,473.00. A motion to accept the budget as presented was made by Mr. Sam Brown. Seconded by Mr. Wendell Emerson. All in favor. Motion carried.

Mr. Jeff VanHook, Chair, presented a contract extension for the Direct Service Provider for PY25. Funds for the Direct Service Provider increased to \$2,109,473.00. A motion to accept the contract extension as presented was made by Mr. Scott Pierce. Seconded by Mr. Wendell Emerson. All in favor. Motion Carried.

Mr. VanHook then presented a contract extension for the One-Stop Operator for PY25. Funds for the One-Stop Operator decreased to \$86,000. A motion to accept the contract extension as presented was made by Mr. Sam Brown. Seconded by Mr. Jay Shofner. All in favor. Motion carried.

Mr. VanHook then presented the Memorandum of Agreement and budget between the CWDB and the Lake Cumberland Community Action Agency for the Workforce Development Administrative Services (Director) for PY25. The total budget for this contract is \$118,300.09. A motion to accept the MOA as presented was made by Mr. Scott Pierce. Seconded by Mr. Larry King. All in favor. Motion carried.

Ms. Myra Wilson, Executive Director, presented a National Dislocated Workers Grant-Tornado Relief policy for the board's approval. The policy would provide guidance in helping dislocated workers in our area whose employment has been affected due to the recent tornados. A motion to accept the policy as presented was made by Mr. Willie Wilson. Seconded by Ms. Tina Cook. All in favor. Motion carried.

Ms. Wilson then presented the Regional Quality Coordinator Services Memorandum of Agreement between the CWDB and Employward for renewal. This is a sub-contracted position to oversee the direct service provider through monthly WIOA audit of Adult, Dislocated, Youth and NDWG participants. A motion to accept the MOA as presented was made by Mr. Wendell Emerson. Seconded by Mr. Scott Pierce. All in favor. Motion carried.

Mr. Aaron Poynter, Director of Reentry and Employment Services spoke about Putting Kentuckians First. The program focuses on serving judicially involved individuals returning to the workforce. In FY24 the program expanded from 12 to 47 counties, serving/impacting more than 2,700 individuals. In FY25 the program expanded from 47 to 65 counties, plus 18 more counties through SB90, serving/impacting more than 4,200 individuals. Recently, the local reentry branch was awarded \$100,000 to increase their supportive services statewide.

Ms. Katie Houghlin, Career Development Office Executive Director, gave an update on the CDO. In May, the CDO averaged 150 active workforce cases for the Somerset Center. Staff recently participated in RESEA training. Any customer utilizing UI is required to participate in the RESEA program. The federal government increased this year's grant for Foreign Labor Certification. The Wagner-Peyser grant funding remained consistent for this year. The CDO also participated in the recent UI RV event in Corbin.

Ms. Roxana Miracle, Office of Vocational Rehab Regional Program Manager, gave an update on the OVR. Everyone is currently being put on a waiting list pending funding becoming available. Once funding is available, individuals will be served based on priority level until funding runs out. Those with the most significant disabilities are prioritized over those who are less disabled. Some clients will be required to cost-share their services based on income and family size.

Ms. Karen Miller, One-Stop Operator, reviewed the Kentucky Career Center update. Totals for the 4th Quarter for the months of April and May are as follows:

	County	In Person	Phone	Virtual	Total
•	Albany:	216	87	9	312
•	Burkesville:	0	18	6	24
•	Campbellsville:	570	39	28	637
•	Columbia:	208	21	3	232
•	Corbin:	140	25	0	165
•	Liberty:	350	65	160	575
•	London:	29	61	1	91
•	Monticello:	0	46	14	60
•	Russell Springs:	60	63	0	123
•	Somerset:	901	1,167	2,774	4,479
•	Whitley City:	225	31	0	256
•	Grand totals:	2,699	1,623	2,995	7,317

Ms. Miller also stated that the Somerset Career Center has received re-certification as a Comprehensive Career Center. The only issues found were with the building itself.

Ms. BJ Wilkerson, WIOA Assistant Director gave an update on WIOA and the Business Service Team. The WIOA program currently has 61 active participants and 146 individuals in follow-up. The WIOA staff recently completed Safal training and has regular bi-weekly meetings. Staff also attended the IPS conference in Northern KY with the goal of offering IPS services beginning August 1st, 2025. CWDB will be the only board providing IPS services in partnership with the Direct Service Provider.

ProjectWORK currently has 110 active participants with 51 in training and is being overseen by Andrea Hughes. The Cybersecurity program for females has 2 positions filled and is looking for 3 more participants. The BST is participating in multiple hiring events around the region. Lastly, Putting Young Kentuckians to Work has officially been rolled out in all the Cumberland Workforce counties in our region and currently has 200 participants with 155 in training and with 24 employed.

Ms. Myra Wilson gave a Director's Update stating that the Unemployment Insurance RV was utilized in Corbin, KY following the most recent tornados. The UI RV was set up for several days at the Laurel County Public Library and utilized by many in that area to receive UI services. Inside the lobby of the library, other organizations were set up to offer various services for employees, as well as, employers. Fox 56 did a news story on the UI RV. There will be a tri-county job fair in Corbin next Thursday. Ms. Wilson will attend the Mi2 retreat for SWATT where final details will be discussed in order to present the information to the cabinet leadership and the program rolled out in the state in September. In July, Ms. Wilson will be part of a panel for a Goodwill retreat. All monitoring has been submitted. Ms. Alesa Johnson encourages everyone to RSVP and attend the Floodbuster event in Somerset.

Mr. Waylon Wright, LCADD Executive Director, gave a Direct Service Provider Update. The Lake Cumberland Area Development District Board of Directors and the Center for Rural Development Board of Directors have agreed on a 30-year lease agreement with two 10-year extensions for the new building in Somerset. The Center for Rural Development will survey the $\frac{3}{4}$ acre site and parking lot. Once that is completed, the agreement should be executed.

With no other business to discuss, a motion to adjourn was made by Mr. Sam Brown. Meeting adjourned.

Jeff VanHook, Chair

Vickie Wells, Secretary/Treasurer