

**Cumberlands Workforce Development Board
Meeting Minutes
June 18, 2019**

The Cumberlands Workforce Development Board met on June 18, 2019 at the Lake Cumberland Area Development office in Russell Springs. Chairman Daryl Hammond called the meeting to order.

Ms. Beverly Grimes called the roll. There were fifteen (15) of the twenty-seven (27) members present, thus constituting a quorum of the board. Fourteen (14) members present were Business and Workforce representatives which meets the requirement of 51% of members present be a combination of Business and Workforce representatives. Board staff included: Myra Wilson & Beverly Grimes. Lake Cumberland Area Development District Staff included; Darryl McGaha, Marsha Wells, Barb Campbell, Tony Meeks, Brentley Bault, Chris Ford, Anna Ford, Shirlene Taylor, Lisa Gosser, Karen Miller, Michelle Whitis, Jenny Hughes, LaQuita Goodin, Amy Leach, Jennifer Burton, Cassie Bertram, Larry Hatfield, Martina Hadley, Kristine McCollum & Sandy Birkholz.

Ms. Myra Wilson introduced the partners that she is working with on the Regional Plan. Dr. Robert Boone serves as President/CEO of the South Central Workforce Development Board. He possesses a unique depth of workforce development experience earned from the health care, governmental, postsecondary education and non-profit sectors. He is responsible for developing and convening a public workforce development system that consists of about 100 employees from 11 partnerships representing over \$10 million in annual direct investment. Ms. Bobbi Steelman, Executive Director for the Career Team for the South Central Workforce Development Board. She has been there since Sept. 2018. She has twenty-five years of experience in education with expertise in career development and placement services.

Ms. Myra Wilson introduced Ms. Tracy Wariner. She is our Job Entry and Retention Support Specialist. She will be working with Substance use and Opioid use in our 13 county areas. She will be working with employers and the system to get people back to work.

Mr. Daryl Hammond wanted Dr. Robert Boone to tell the board about their new location. Workforce Development is about strength in numbers, all about partnerships and leverage resources. They are working to have all their partners in a new space. It's going to be about 25,000 square ft. building on WKU South Campus, which was an old community college campus. By moving into this space they gained 3 partners; WKU Testing Center, WKU Allied Health and Distance Learning Center. It's their goal to have 7 to 10 partners in this space representing, Job Corp, OVR, Career Development Office, Course Career Team, Direct Service Provider and several others. They all have to work together to make this work.

Ms. Myra Wilson introduced Mr. Zach Lawrence, Project Manager with the Kentucky Cabinet for Economic Development. He will be working with the Business Services Team.

All members were e-mailed copies of the minutes from the April 16, 2019 meeting. Questions/corrections were asked for; there being none, motion was made by Sam Brown to approve the minutes as presented, seconded by Larry King. Motion carried.

The Board was presented a Success Story of Natalie Warren by video. After high school graduation in Taylor County, Natalie Warren was beginning to feel like she had little to no direction. Most of her friends were preparing to go on to college and Natalie had no intentions to attend more school. She began by coming into the Kentucky Career Center initially for guidance with the help of WIOA career managers.

Upon their suggestion Natalie began a paid work experience in house at the Kentucky Career Center in Campbellsville. In doing so, she learned many facets of office work in particular she credits learning business ethics and professionalism including customer security and privacy laws. With the money she was able to earn in the WIOA Out of School Youth paid work experience, she was able to move to Nashville to attend the Aveda Institute and study Esthetics. Currently, Natalie has opened a thriving and very in demand business in Campbellsville called Skinspiration, where she is performing cutting edge technologies in skin care. Natalie credits her WIOA career managers for not only guiding her in finding something she loves and can make a career doing, but also in allowing her the opportunity and time to save money to make her dreams a reality.

The Nominating Committee made the following recommendations for a new slate of officers to serve from July 1, 2019 to June 30, 2021; Sam Brown-Chairman, Steven Sanders-Vice-Chairman and Virginia Dial-Secretary/Treasurer. The Nominating Committee puts their recommendation in the form of a motion. Motion carried.

Ms. Marsha Wells presented a funding request. At a previous meeting, the Board had approved one additional semester of funding for Andrew Hedgespeth. Any additional request would have to be brought back before the Board. Mr. Hedgespeth is requesting additional funds in the amount of \$1,750.00 for his final semester. He provided his transcript for the Board to review. Motion was made by Scott Pierce to approve the additional funding request as presented, seconded by Steve Sanders. Motion carried.

Ms. Marsha Wells presented a WIOA additional monies request for a participant in ITA training at Lindsey Wilson College, Ms. Julia Taylor. Ms. Taylor is requesting additional funds of \$1,750.00 per semester for the Fall of 2019 Semester and Spring of 2020 semester at Lindsey Wilson College Bachelor of Nursing Program. She attended

two years at Somerset Community College nursing program because it was more effective for her situation financially. She took prerequisite classes required for the Lindsey Wilson College Bachelor of Nursing Program. After two years she was accepted into the BSN program at Lindsey Wilson College. Because of the transfer she was required to take extra classes to graduate with her Bachelor's Degree. Motion was made by Sam Brown to approve the additional funding request as presented, seconded by Larry King. Motion carried.

Ms. Myra Wilson received guidance in February to update our Local Strategic Plan to align with the Kentucky Workforce Innovation Board on their four strategic goals. We updated the plan to align with the four goals by adding data to focus resources in workforce development which includes 14 youth elements. On page 7 the following goal was added, "Focus resources on the most effective initiatives and improve the return on our workforce investment, utilizing data to constantly improve workforce development in Kentucky." On page 28, we added into the plan some strategies behind this and there is more to come, it has to be more robust like working with the school systems and employers. The plan was made available for public review for the 14 day period. It was published in the newspaper on May 23rd and May 28th and in the office for public review. Ms. Wilson is requesting from the board approval of the Local Strategic Plan so it can be signed off by our Chief Local Elected Official, Chairman and be sent to the Governor's office. Motion was made Robert Akin to approve the Strategic Local Plan as presented, seconded by Mike Buckles. Motion carried.

As part of the Strategic Plan, Mr. Kirby Stephens gave an update on the web-site. They have integrated Spanish language translation on all pages of the cumberlandworkforce.com web-site. New photography has been added. They have added 10 stories to "Job Fairs/News" section. They showed a success story about Michael Crawford from Whitley County who is employed by SKRECC as a Lead Line Technician. Michael took advantage of the Kentucky Career Center's youth services, SCC's Lineman Training program and Financial Aid to discover and accomplish his career path.

There have been numerous items updated and added to the web-site. Mr. Stephens presented information to the Board titled, "Social Media & Website Report June 2019". The statistics are a combination of two Facebook pages one is based out of Campbellsville and one in London-Corbin which they are considering combining. If we combine them, we would keep all the followers from both pages. We will be able to establish some more defined locations throughout our 13 counties, by doing that we would be able to pinpoint some of the job postings. Mr. Stephens went over some historical data, increased number of Facebook post, rewrote and redesigned many flyers with information made available by employers to make the information more understandable and accessible in the fast-paced environment of Facebook, etc. The Business Services Team is providing a lot of on the ground information and providing it

to Kinetic Strategic Design (KSD) to place on Facebook. The plan is to step up the social media and add Twitter, Instagram and LinkedIn.

Ms. Diana Jarboe gave a presentation of the Apprenticeship Program in an effort to educate our leaders in the room prior to sharing within the different communities. She works for the Kentucky Education and Workforce Cabinet under the direction of Secretary Derek Ramsey. They are part of the Office of Employer and Apprenticeship services, so they come with a host of resources and options. They have a team of four that works across the State. Their task is to expand apprenticeship opportunities across the State, so they work directly with employers and schools to develop apprenticeship programs. Apprenticeship is a federal program, not just Kentucky. It's intended to be a partnership between businesses and labor organizations. They have to grow their own talent, identify people that are good entry level employees; they are dependable, pass the drug test & attendance requirements. Apprenticeship encompasses many occupations.

Apprenticeship is an employer driven model. They meet with schools and employers to collaborate on what their options for an apprenticeship program could be. They have templates and minimum standards that have to be met. The employers have room for modification, as long as the minimum standards are met. Their job is to customize and create programs that will work and suit the needs of the employer. Apprentices can be new employees or they can be incumbent workers. Apprenticeship programs range from one to four years. The Federal Department of Labor says an apprenticeship program must be at least 2,000 hours of On-the-Job Training (OJT) if you are tracking time. Apprenticeship is both OJT and 144 classroom instruction clock hours per year; this is called Related Technical Instruction (RTI).

Why Register? A Federal structured training program, sealed and approved offered by an employer that better recruits talent. Structured training helps the bottom line for the employer. Retention for apprentices that complete their program is 91% that would be with the employer after five years, this is nationwide. Retention is a return on investment for the employer. There is tuition reimbursement available for registered apprentice specifically that isn't available for employers who are just training their employees. 18/19 school year was the first year the KEYS money could be used for registered apprentices. Apprenticeship is an ideal combination of real work experience and Related Technical Instruction. She is here to spread the message about apprenticeships. Please call on them if you are interested in the Apprenticeship program.

Mr. Daryl Hammond gave an update for the Budget & Finance Committee. The Budget for WIOA Programs for PY'18 is \$4,417,741.85. We have expended 83.65% thru May 31, 2019. The Board was given a breakdown of WIOA Expenditures by Grant Number and a breakdown that comes from the Area Development District software for WIOA Admin., which includes Board Support, Direct Services and One-Stop Operator.

There was a question about the percent of funds that have been spent in the Dislocated Adults Career Services section of the budget. Mr. Darryl McGaha informed the board that if they look at the Trade Career services, normally the State provides us with Rapid Response funds for Trade Career Services. It's hard to get funds for Trade Career Services and Trade participants are co-enrolled as Dislocated Adult participants. They are charging their time to Dislocated Adults Career Services which is causing the Trade Career Services to show under expended and the Dislocated Adult Career Services to be over expended. The Statewide Reserve Money-Paid Work Experience is at 12.20%, but this will be spent by the June 30, 2019 deadline. Under House Bill 2 passed last year, it asked all the high schools to provide an Essential Skills Certificate. There are seven schools in the ADD's ten counties that did not have the WIN Curriculum and using other funds we were able to get the seven schools the WIN Curriculum. To make up the difference we had to spend \$3,797.36 of In-School funds. The remaining amount was paid for through EDA money and through some other statewide reserve funds we had. The total cost was \$43,750.00. Motion was made by Scott Pierce to allow \$3,797.36 to be spent out of the In-School Youth budget on the WIN Curriculum and approve the budget as presented, seconded by Monica Shuffett. Motion carried.

Review of Contract:

- Direct Service Provider- there is an amendment clause in the original contract between the Cumberland Workforce Development Board (CWDB) and the Lake Cumberland Area Development District (LCADD). The amendment is to continue Direct Service Provider for Program Year '19, beginning July 1, 2019 thru June 30, 2020 in the amount of \$1,383,870.61. Motion was made by Sam Brown to accept the contract amendment for Program Year '19, beginning July 1, 2019 thru June 30, 2020 for the Direct Service Provider in the amount of \$1,383,870.61, seconded by Mike Buckles. Motion carried.
- Board Support- the CWDB has been contracting with Lincoln Trail Area Development District (LTADD) for Board Support. Motion was made by Steve Sanders to approve the amendment to renew the contract for Board Support with LTADD from July 1, 2019 through June 30, 2020, in the amount of \$194,633.00, seconded by Sandra Painter. Motion carried.
- One-Stop Operator-The Lake Cumberland Area Development District was awarded the contract. Motion was made by Mike Buckles to approve the amendment to continue the One-Stop Operator (LCADD) contract for Program Year '19, beginning July 1, 2019 thru June 30, 2020 in the amount of \$69,553.00, seconded by Larry King. Motion carried.

The board was presented an addendum to continue the agreement between Kinetic Strategic Design and the Cumberland Workforce Development Board, Inc. pursuant to a one year procurement (September 1, 2019 thru August 31, 2020) in the amount of \$1,500.00 monthly for website maintenance, \$1,300.00 monthly for Social Media postings/interactions and addition of all social media platforms to align our

Regional Plan with South Central Workforce Board for a total of \$2,800.00 monthly. Motion was made by Sam Brown to approve the addendum as presented, seconded by Scott Pierce. Motion carried.

Ms. Virginia Dial updated the board on the Connect Community Village. They have come up with a proposal plan. It is a village/community that will be proposed to transition people coming out of rehabilitation centers and incarceration to transition them back into community living, this is the missing link. Somerset Foundation Connect Community Village is proposing a solution to drug relapse, recidivism and disconnected veterans, by reintegrating individual to the workforce and to the community. Their goal is to help them change their lives through education, job skill training, and secured employment. There are State/local government officials and businesses that are very interested in this. Where the Board comes in at is we can use the funding we have to educate them, mostly vocational training. They are planning to build a vocational training facility. They have four or five businesses that are willing to come in and provide training. When they leave the 12-month Community Village they will have training to get a livable wage job. Before they ever get to the Community Village they have to be recommended by a Judge, Rehabilitation Center, or someone that has already seen that they have the drive to do this. They will be tested before they are allowed to come in on mental, physical and psychological presents. They have not found the property for this facility. They are looking for sixty acres to start out with. The grants will not purchase the property.

Mr. Larry King gave an update on the Closure of the Civilian Conservation Corps. They have a closure notice for Pine Knot Civilian Conservation Corps actually all twenty-five of their Civilian Conservation Corps, the Secretary of Agriculture has decided after fifty plus years that the Civilian Conservation Corps does not meet their vision of what the U.S.D.A. needs to be doing. The National President that represents all the Civilian Conservation Corps sent Mr. King to Denver. He informed all the center directors what was going on. They were able to mobilize a little early before the announcement came out. They had a Bill that Hal Rogers sponsored in the House that passed, 313, only one representative from Kentucky voted against the Bill. The Civilian Conservation Corps is U.S. Forest Service U.S.D.A. that runs a Job Corps program, by law they have a broader vision they fight forest fires nationwide, they are first air first responders for floods and they do thousands of community service hours around the centers each year. If we lose a center in the poorest county in the nation, it will have a great affect. When all the centers were established back in the 60's they were put in the counties with economic need. Losing the centers would be an impact on rural development.

Mr. Larry King gave some background information on the Pine Knot Civilian Conservation Corps. They serve youth 16 to 24 years of age. They offer several different trades and apprenticeships programs. They have an education department. They serve kids from this area but would like to serve more. They are residential so the

students that come in stay in dormitories. They have a behavioral system and they also drug test. They have a health and wellness course and they feed the students very well. It's really a great program and we hope they will be able to keep it. Any support would be greatly appreciated. If you know anyone between the age of 16 to 24, that needs a good skill or brushed up on their education or job placement, send them to the Job Corps. They have to be drug free and will be evaluated every 30 days to see what progress they are making. This is a two year program and they have a job when they get out.

The Board was e-mailed the Department Updates for their information.

Ms. Myra Wilson gave her Director's Report. The Regional plan updates have to be completed and submitted to DWI by September 30, 2019. There will be a 14 day public review and comment period before submission to the Governor. She will be working with Dr. Boone and his staff very closely for the next couple of months. They hope to have it ready for approval at the August Meeting, but if not we will have to have a meeting of the Executive Committee.

The Disability Committee has been identified with Virginia Dial, Chairman. The meeting is scheduled for July 11th. Jackie Matterson & Sherry Johnson from Lincoln Trail Area Development will be attending the meeting to share what they are doing in their area.

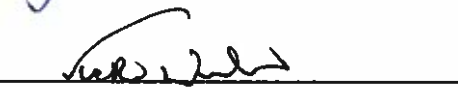
She is working on a Community Impact Report that will tell what has been going on in our area for the past couple of months. It's going to be sent out to the board and elected officials.

Mr. Steve Sanders, with Jomel Seams Reasonable, LLC spoke to the board thanking Mr. Darryl McGaha for acquiring incumbent worker funds to retrain several employees who could lose their jobs due to losing production lines moving offshore. New contracts were acquired and these employees needed retraining in order to produce the product for the new contracts. With this retraining the employees did not lose their jobs but instead transitioned into other jobs.

Motion was made by Sam Brown to adjourn, seconded by Steve Sanders. Motion carried.



Daryl Hammond, Chairman



Vickie Wells, Secretary/Treasurer