

Cumberlands Workforce Development Board  
Meeting Minutes  
June 21, 2022

The Cumberlands Workforce Development Board (CWDB) met via zoom (video conferencing) on June 21, 2022 at the Lake Cumberland Area Development office in Russell Springs, due to gas prices. Chairman Sam Brown called the meeting to order.

Ms. Beverly Grimes called the roll. There were eighteen (18) of the twenty-eight (28) members present via zoom, thus constituting a quorum of the board. Fourteen (14) members present 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 April 19, 2022 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. Brad Hall. Motion carried.

Mr. Sam Brown made appointments to the following committee's; Mr. Steve Baker and Ms. Amanda Roy—Executive Committee, Ms. Summer Morgan and Ms. Kim Davis—Youth Committee and Ms. Summer Morgan—One-Stop Committee. Motion was made by Mr. Wendell Emerson to ratify the appointments to the Executive Committee, Youth Committee and One-Stop Committee as presented, seconded by Mr. Jay Shofner. Motion carried.

Mr. Tony Meeks, Director of Finance for the Lake Cumberland Area Development District (LCADD) gave an update for the Budget and Finance Committee. The Budget for WIOA Programs for PY'21 is \$3,862,589.29. The expenditures from 7/1/21 to 5/27/22 was \$3,128,362.78 which is 80.99% of the budget spent. Mr. Meeks informed the Board that the budget was right on-line for PY'21. The Board was given a breakdown of WIOA Expenditures by Grant Number. Motion was made by Ms. Rhonda Thomas to approve the budget as presented, seconded by Ms. Angela Cowan. Motion carried. The Board was also presented the Budget for WIOA Programs for PY'22. The planning budget for this year is \$2,707,470.09. The formula funds are down \$330,658.64 from our previous year's budget. These are the planning numbers that we have received to date in order to create this budget. This budget covers all program side, Direct Service Provider and One-Stop Operator. Motion was made by Mr. Scott Pierce to approve the Budget for WIOA Programs for PY'22, seconded Mr. Wendell Emerson. Ms. Myra Wilson, Workforce Director and Mr. Scott Pierce are both trying to get additional funds, but at this time there are no additional funds available. After discussion, motion carried.

Ms. Myra Wilson informed the Board that the Addendum for Web-Site Maintenance, Social Media for Kinetic Strategic Design (KSD) will be tabled until the August meeting. The Service Agreement does not expire until August 31, 2022. The Executive Committee wants to meet regarding this matter.

Ms. Myra Wilson explained the Memorandum of Agreement (MOA) for Board Support. Year before last Lincoln Trail Area Development District (LTADD) terminated their contract with the Cumberland Workforce Development Board (CWDB) for Board Support. They worked very hard to find someone to contract with for Board Support the following year. South Central Workforce Board (SCWB) agreed to enter into a MOA for Board Support last year. Conversations were held with Mr. Nick Shearer, Executive Director for Lake Cumberland Community Action Agency (LLCCA) regarding the possibility of entering into a MOA for Board Support. Motion was made by Mr. Wendell Emerson to approve the MOA (7/1/22-6/30/23) between the CWDB and LCCA for Board Support, seconded by Mr. Brad Hall. Motion carried.

Ms. Myra Wilson explained the selection process. The Request for Proposal (RFP) Review Committee recommends to the Board that the LCADD be the One-Stop Operator in the amount of \$79,291.25 and Direct Service Provider in the amount of \$1,447,097.04. Motion was made by Ms. Rhonda Thomas for the CWDB to enter into an MOA (7/1/22-6/30/23) with the LCADD for the One-Stop Operator in the amount of \$79,291.25, seconded by Jay Shofner. Motion carried. Motion was made by Mr. Jeff Sams for the CWDB to enter into an MOA (7/1/22-6/30/23) with the LCADD for the Direct Service Provider in amount of \$1,447,097.04, seconded by Angie Cowan. Motion carried.

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

- New enrollments beginning July 1, 2021 through June 20, 2022; 263-Youth, 104-Adults and 106-National Dislocated Workers. This does not include participants that were already enrolled and were carried over.
- The Career Managers have been in several of the High Schools in our area participating in mock interviews including; Clinton, Cumberland, Casey, Adair, Russell, Pulaski, Southwestern, Somerset, Campbellsville, Taylor, Corbin, Whitley and Wayne. These mock interviews were held for approximately 455 graduating seniors, with most of them being affiliated with the vocational schools.
- The Career Managers have been a part of several Career/Job Fair Events that have been hosted by the high schools in; Somerset, Pulaski, Southwestern, Russell, Casey, Clinton, Cumberland, Corbin, Whitley and Wayne. Due to COVID a few of our high schools instead of hosting a larger group event opted to have businesses and employers come individually to the school. The students could fill out specific job applications and attach their prepared cover letters and resumes. After the employers read through each one they spoke to the groups about what they are looking for in an employee and how to improve their applications to ensure they at least receive an interview.
- As of June 9<sup>th</sup>, the current numbers per county that was placed in the summer Paid Work Experience (PWE) component was: 54-Pulaski, 15-Adair, 16-McCreary, 24-Russell, 18-Taylor, 1-Green, 20-Wayne, 6-Cumberland, 31-Casey, 1-Rockcastle, 47-Whitley and 10-Clinton for a total of 243. These numbers have increased some since the report was ran on the 9<sup>th</sup>. There were so many that was interested in the PWE that they had to decrease the hours from 300 to 200 because of funding availability.

- On May 12<sup>th</sup> there was a Logistics Festival held at Somerset Community College parking lot. There were 27 people that attended. In this program year they have served 49-Adults and 9-Youth in CDL Training. This is a high demand occupation as well.
- For the quarter of April thru June 2022 we have no apprenticeships.
- They currently have 42 active participants in OJT's at Hendrickson Trailer, Highlands Diversified, KECH and Sensure.
- This quarter they have referred 3 businesses to the link for the application for the Work Opportunity Tax Credit (WOTC).
- Update on the National Dislocated Worker Grant (NDWG), since it started back in COVID they have served 255, with a 152 positive outcomes, which is around 60%. This is very good since they still have some people finishing up services. They have spent over \$913,000.00 in this program and have been monitored 3 separate times with no programmatic or financial issues.
- If you have any questions about any of the programs that the Direct Service Provider provides to your county feel free to contact Marsha at [marsha@lcadd.org](mailto:marsha@lcadd.org).

Mr. Scott Pierce informed the Board that there were 2 major construction projects that are going to happen in our area; at Wolf Creek Dam they will be replacing all 10 gates, it's a 10 year project at a cost of \$250,000,000. The dirt work for the bridges has been released to Bizzack Construction, but the bridge work has not been released at this time. At the time we are doing this, it's going to take 6,000 people to work at the Battery Plants in Elizabethtown and Bowling Green. The Union that he is involved with has to come up with an approximately 400-500 Heavy Equipment Operators. The jobs will range from \$35-\$50 per hour, plus benefits.

Ms. Karen Miller, One-Stop Operator updated the Board on the workforce numbers in all of the offices for the months of April and May. Most of our office's showed an increase in numbers due to the PWE program. They saw an increase in Unemployment Insurance at the Somerset Career Center due to temporary lay-offs at Somerset Wood Products and Armstrong Flooring. The Somerset Career Center is still assisting the Western Kentucky area with unemployment from the tornados that hit that area. Ms. Rhonda Thomas asked about the numbers being low in London and Mt. Vernon and what kind of location we had for in-person services. In London, we have a space at the KCTCS-London Campus, it's a very reasonable cost. We pay no telephone, no utilities and no maintenance, just rent, which is \$297 a month. In Mt. Vernon, Susan Dixon works part-time for WIOA and part-time for Adult Education. She closes the office down 8 hours a week to go to the local county jail to teach GED classes on Tuesday's and Thursday's. The location in Mt. Vernon cost us about \$800 per month. They are going to try to bring those numbers up. Mr. Brad Hall asked what kind of activities go on there with Adult Education, for instance they have 49 individuals, and do they start and complete in that month? They are just capturing the number of individuals they serve that month, it could be someone that is a carryover and has been working on their GED for a couple of months or it could be a new individual. There are a lot of individuals with barriers and issues that make it very difficult for them to be able to look for work. On July 14<sup>th</sup> at the Somerset Career

Center they are going to host an Employment Readiness Workshop. Goodwill is going to partner with them to teach classes on cover letter/resume writing and interview skills. They are going to invite all of workforce partners to participate. They will be doing mock interviews. The Campbellsville Career Center has employers that use their facility for job interviews.

Ms. B.J. Wilkerson, Strategic Initiative for Transformational Employment (SITE) Representative from Eastern Kentucky Concentrated Employment Program, Inc. (EKCEP), gave a presentation to the Board. She has a 180 active clients, within a 13 county region: 2-Adair, 1-Casey, 1-Clinton, 0-Cumberland, 3-Green, 1-Harlan, 14-Laurel, 66-Pulaski, 1-Rockcastle, 63-Russell, 9-Taylor, 1-Wayne and 18-Whitley. SITE is part of the Kentucky Opioid Response Effort (KORE). They assist individuals with removing barriers to employment. These are individuals that have had addictions and are in recovery and getting ready to reenter society. Their barriers may be housing, transportation, uniform they need to wear to work, assists to pay a utility bill until they get their first check, dental work, peer support training, etc. Their goal is for the individual to be successful in the workforce.

Ms. Lisa Gosser, WIOA Business Liaison gave the WIOA Business Services Update. They have attended Ribbon Cuttings, Chamber and Tourism Board Meetings. They have met with their On-the-Job Training (OJT) clients, which they have to check their eligibility and do an assessment. They have 3 active Incumbent Worker Contracts. Ms. Gosser was asked to sit on an Advisory Platform by the Kentucky Department of Education. The platform was brain storming about employer engagement and the struggles that everyone is having to find employees. She provided Labor Market Information (LMI) to 6 employers that are trying to research about wage increases and how to keep employees from leaving. They helped plan the Logistic Fair that was held at Somerset Community College. They did a Resource Fair in the Wal-Mart parking lot in Campbellsville, it was very successful. They have attended a Statewide Rapid Response meeting and a Work Ethic Seal Luncheon. They help with the interviews at the high schools and in recruiting employers for these events. They sit on three Steering Committees for our Area Technology Centers in: Pulaski, Russell and Wayne counties. They have been working with the PWE program, helping find placement and recording them in Salesforce.

Ms. Myra Wilson presented the NDWG Quarterly Comprehensive Monitoring Report from Mr. Jim Beyea, Education and Workforce Development Cabinet, Department of Workforce Investment, Assistant Director. We didn't have any programmatic or financial findings.

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.
  - The next class for Commonwealth Coders begins on August 17, 2022. This time we will be using WIOA funds and not NDWG funds.

It's a sixteen week program that teaches web development. We have participated in this since January 2020.

- Somerset Community College/Alesa Johnson received a grant and they have hired Mr. Kyle Wilson. He is working very closely with Ms. Becky Wilson and Mr. Aaron Poynter. Mr. Wilson will be taking over the daily oversight of credentialing and welding cohorts. They will also be working with people with addictions, so they are trying to go into the recovery centers and reach out to the individuals that are getting ready to graduate to see if they can offer them certain types of training. SCC is looking at a different funding stream for this. They have already had a couple of meetings regarding this matter. Mr. Poynter and Mr. Wilson are in a meeting in Lexington today at the Kentucky Chamber Workforce Meeting for people that are in recovery.
  - The Memorandum of Understanding (MOU) that we have in place with Teleworks was for 90 positions through September and we have 55 of those filled.
- 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.
    - We have several students that are in PWE. Mr. Poynter is working with the Department of Juvenile Justice to get an MOU in place so those students can be similar to the ones at the Pulaski County Detention Center and get out into the workforce.
    - There was a Steering Committee meeting held at the Lake Cumberland Regional College & Workforce Center in Russell County. Ms. Sarah Roy, Principal was very interested in getting some Consortiums started around the Information Technology (IT) field and some of the other fields. They sent her workforce analysis information on the commuting patterns for their school.
    - The Regional Agribusiness Training Facility will be built in Russell County. They are in the development phase. The bids on the property will not be until next month. There is a lot of interest across the State. They have a little over \$5,000,000 for the project at this time. Some of the equipment is not available, a lot of the switch gears and electrical components are in short supply.
    - Gale Cowan, Adair County Judge Executive had asked us to submit a Statewide Reserve Grant for a CI BX Press Brake that is only found in professional welding companies. This was submitted and funding was approved for over \$147,000.
- Goal #3- Increase regional workforce participation by creating opportunities, incenting workforce participation, and removing barriers to employment.
    - We have expanded our Direct Referral System for the Child Support Division to go directly to the Career Development Office (CDO) staff

for under/unemployed individuals. We are continuing to work with Mr. Kevin Shearer, Russell County Attorney and Ms. Stefanie Ebbens Kingsley, Kentucky Workforce Innovation Board (KWIB), Executive Director to refine this. We have all the partners at the state level on board.

- The Putting Kentuckians First Model now has 67 participants. These participants meet every Friday and talk about the services that are offered.
  - Mr. Poynter has trained a new Reentry Coordinator for Somerset Community College (SCC), Mr. Kyle Wilson. Ms. Ebbens-Kingsley announced that they were going to move Putting Kentuckians First to Laurel County.
  - They are communicating as much as possible about the SITE Program. This program is so important to the people that we are trying to get credentialed.
- 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.
    - They are focused on the most effective initiatives and to improve the return on our workforce investment by utilizing data for future planning.

Ms. Myra Wilson gave the Director's Update.

- Ms. Ebbens-Kingsley asked that Ms. Wilson share the flow chart for Putting Kentuckians First with the Board.
- We are monitoring the number of in-person, phone and virtual customers served. Secretary Link thinks that we should look at different alternatives if we are not getting people into the building. They will try to work as a team and stress that you don't have to always be in-person to get services, some are offered virtually.
- They are still trying to get a CDO staff in the Campbellsville Career Center.
- They will be submitting a Statewide Reserve Request for "Owl Technology". Meeting Owl brings your team together with a 360° camera, microphone and speaker. It picks up on the speaker and allows the camera to move to the speaker. If we get approved we will share it with the LCADD.
- They are continuing to explore additional funding streams. With the decrease in our WIOA funding Ms. Ebbens-Kingsley has offered to submit the grant application for a USDOL Appalachian Funding Opportunity. This would include the ARC counties from TENCO, Cumberlands and South Central. It was also offered to EKCEP but they declined.

- Secretary Link was on their Director's call last week. We will continue with a month to month contract with Career Edge.
- The Education and Labor Cabinet merger (Senate Bill 180) will be occurring.
- Members of the Cabinet will be scheduling meetings with our stakeholders to share information from Frankfort and other topics.
- The Cumberland Workforce Development Board (CWDB) has entered into a Memorandum of Agreement (MOA) with the South Central Workforce Board (SCWB) for the Director of Reentry Program.

Motion was made by Mr. Scott Pierce to adjourn, seconded by Mr. Robert Akin.  
Motion carried.

DocuSigned by:

*Sam Brown*

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Sam Brown, Chairman

DocuSigned by:

*Vickie Wells*

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Vickie Wells, Secretary/Treasurer