

Cumberlands Workforce Development Board  
Meeting Minutes  
October 16, 2018

The Cumberlands Workforce Development Board met on October 16, 2018 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 twenty-two (22) of the twenty-seven (27) members present, thus constituting a quorum of the board. Seventeen (17) members present were Business and Workforce representative which meets the requirement of 51% of members present be a combination of Business and Workforce representatives. Board staff included: Alane Mills & Beverly Grimes. Lake Cumberland Area Development District Staff included; Darryl McGaha, Tony Meeks, Brentley Bault, Shirlene Taylor, Melody Haynes, Karen Miller, Marsha Wells, Lisa Gosser, Amy Leach, LaQuita Goodin, Cassie Bertram, Jennifer Burton, Martina Hadley, Bill Roberts, and Sandy Birkholz.

All members were e-mailed copies of the minutes from the August 21, 2018 meeting. Questions/corrections were asked for; there being none, motion was made by Sam Brown to approve the minutes as presented, seconded by Steve Sanders. Motion carried.

Ms. Sandy Hartz, Human Resources Recruiter Specialist for UPS Airlines gave a presentation on UPS KY Living Options and Opportunities Path (LOOP) program, which is the education portion of UPS. This program is for counties outside the Louisville radius. They must be employed part-time with UPS, which is at least fifteen (15) hours per week at a rate of \$10.35/hr. and could be going up to \$13.00/hr. very soon. All potential employees have to complete and pass a background check. They have to be enrolled at Jefferson Community and Technical College (JCTC), and successfully complete a minimum of six (6) credit hours in the fall, spring and summer semesters, with a C or better to continue with their associate degree, technical training or certification. UPS has two (2) apartment complexes; The Bellamy and The Arch in Louisville that they partner with; they are privately owned, and are located very close to JCTC. They will pay \$325 per month housing subsidy to approved housing facilities for two (2) years with a double occupancy. If they want to do a single room they have to pay the difference.

Mr. Kirby Stephens with Kinetic Strategic Design gave an update on the web-site. He showed a video for employer's that is currently on our new web-site and one that is on Facebook. The Kentucky Career Center is going to be sponsoring an event at the Somerset/Pulaski Chamber of Commerce. This video will be used at this event along with some handouts. They want to do more of the personal videos. They are adding news stories and keeping the web-site up to date.

Ms. Virginia Dial spoke to the Board about the Re-Entry Program-Connect Community Village. She thinks that we have left a large number of our labor pool untapped, those coming out of incarceration, rehab facilities and dislocated veterans. This has been a passion of hers for many years. She has made a connection with the Somerset Foundation. She has been in contact with Elsa Brown, who is a self-made entrepreneur & philanthropist. She is a tremendous contributor locally, state-wide, nationally and internationally in mission areas helping people by giving them a hand up, not a hand out. They have traveled to different communities and outside Kentucky to look at some of these opportunities that would work in our area.

The Somerset Foundation through Connect Community Village desires to provide small scale homes (tiny homes) for up to 100 people. After they determine if the person would be a good fit, they would put them in a tiny home in the community village. They are going to teach them vocational/education skills, soft skills, life skills, training, etc. There will be businesses located in the community village, which will be about 65 acres. She has attended Celebrate Recovery Groups and she asked them what the biggest obstacle for them was when they came out of incarceration or rehab centers, couldn't find a job, no housing and no transportation. We have to help these people remove these obstacles, so this tiny village and the community are going to be the answer. This will be a 6 month transitional time for these people. She is asking from the board their commitment, help and favor in reaching this goal. Motion was made by Scott Pierce for the board to endorse this project, seconded by Sam Brown. Motion carried.

Ms. Vickie Wells, Chairman of the Budget & Finance Committee gave an update for the Budget & Finance Committee. The Budget for WIOA Programs for PY'18 is \$4,363,522.72. We have expended 14.64% thru Sept. 28, 2018. 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. Motion was made by Wendell Emerson to approve the budget as presented seconded by Mike Buckles. Motion carried.

The Board was given a Revised Memorandum of Understanding (MOU) for consideration. At a previous meeting we had approved the MOU but there were some minor modifications that the State wanted us to make. Ms. Darlene Bussell spoke to the board about the changes that were asked for. The State is working on a template for future use. A letter was sent out to the Workforce Directors requesting additional items that were required by the law and some things that the State requested. It addresses more of the liability issues in regards to the Board. The State has also requested that the IFA be done in SharePoint software that the State received free from Wisconsin. Motion was made by Scott Pierce to approve the MOU as presented, seconded by Sam Brown. Motion carried.

We have a SNAP E&T Contract that will expire as of October 31, 2018. The contract presented will be from November 1, 2018 thru June 30, 2019. Motion was

made by Mike Buckles to approve the SNAP E&T Contract as presented, seconded by Brett Traver. Motion carried.

Ms. Alane Mills is asking for Board approval to issue a Request for Bids (RFB) for an organization to create our Request for Proposal (RFP) for KY Health-Medicaid Waiver Direct Service Provider. We are given a specific amount of money for implementation and so funds for this process will come from the implementation funds. Ms. Darlene Bussell informed the Board that there are two (2) pots of money for the Medicaid Waiver program. On the State level they are proceeding as though it is actually going to happen and be approved by the Federal Judge. The implementation money had been divided between the ten (10) areas. There is also \$9,000,000.00 of training dollars that has been set aside by the Governor for training the employees. Motion was made by Scott Pierce to issue a RFB for an organization to create an RFP for KY Health-Medicaid Waiver Direct Service Provider; bids will be subject to negotiation, seconded by Wendell Emerson. Motion carried.

Ms. Alane Mills asked the Board if they were in agreement that we appoint a committee to review the bids, and then their recommendation would go to the Executive Committee to make the final selection of what organization would prepare the RFP. Mr. Daryl Hammond appointed the Review Committee: Justine Landrum, Vickie Wells, Brett Traver, Josh Pierce and Darin DeShazor. Motion was made by Brett Traver for the Review Committee to review the RFB and forward their recommendation to the Executive Committee who is authorized to make the final selection of what organization would prepare the RFP for KY Health-Medicaid Waiver Direct Service Provider, seconded by Mike Buckles. Motion carried.

Ms. Karen Miller updated the Board on the One-Stop Certification for the Somerset Career Center. The Board was given the Memo that was received from the Cumberland Career Center Certification Review Team. The review was completed on October 8, 2018. They are recommending the Kentucky Career Center in Somerset for Career Center Certification. The review team did make some recommendation as a result of their review. Ms. Miller went over all of the recommendations and what is being done to get those completed. Motion was made by Wendell Emerson to approve the Kentucky Career Center-Somerset as a Certified One-Stop, seconded by Richard Foley. Motion carried. Mr. Scott Pierce abstained from voting.

There was a suggestion that we move our December Board Meeting, which was scheduled for December 18th to December 11<sup>th</sup>, due to the Christmas holidays. Motion was made by Steve Sanders to move the meeting date to December 11<sup>th</sup>, seconded by Darin DeShazor. Motion carried.

Mr. Scott Pierce gave an update from the Youth Committee. Ms. Sandy Hartz gave a great presentation on the UPS KY LOOP program. There was a group discussion on the void of the Individual Learning Plan (ILP) in the school systems. The State did not

renew the contract with Career Cruising for ILP's. Each school district now has to decide what to use for their ILP. There was some discussion on Essential Skills-House Bill 3 that is coming up next year.

The Board was given a copy of the minutes from the Unified Regional Core Business Services Team Meeting. This was for informational purposes only. Ms. Alane Mills had requested that the Department Heads not focus on a report this month, due to roll out of Kentucky Enterprise Engagement (KEE) Suite, which is the new operating program.

We are coming to the end of our Implementation Grant. These funds have to be expended by mid-December. Ms. Mills has requests to Advertise for Invitation to Bid;

- 1) There are three (3) different areas under training; a) Talent Attraction & Retention. This would be for staff in-house as well as making it available to Human Resource people through-out our thirteen (13) counties. b) Would like to provide opportunities for some of our staff to improve some of their professional credentials and start working on some stackable credentials. c) Training on Best Practices for Social Media.
- 2) Continue Video Production of our Success Stories, so we have new content on a regular basis.
- 3) Signage for the Somerset, Campbellsville and Russell Springs offices. The Board had approved to put out an Invitation to Bid for this at the last meeting. This went out to the High Schools and ATC's, but we had no response. Ms. Mills thinks she may have some coming in, but would like the board's approval to put this out to the general public, if the High Schools and ATC's don't come through with some viable bids.

Motion was made by Sam Brown to use the Implementation funds available for the items identified in this request, seconded by Brent Sturgill. Motion carried.

#### UPDATES:

- 1) Part of our Strategic Plan was to share Labor Market Information on a regular basis with the Board. The Board was given this information as of August 2018. When looking at Labor Market Information, this is for 18-65 year olds.
- 2) Board Development Training- We started with a four (4) hour retreat in Somerset. Many thanks to the Board members that attended. Please mark your calendars for our next four (4) Lunch & Learn sessions that you can access via Zoom. They will be from 11:30 CT/12:30 ET to 12:30 CT/1:30 ET on Oct. 30<sup>th</sup>, Nov. 13<sup>th</sup>, Nov. 27<sup>th</sup> and Dec. 11<sup>th</sup>.
- 3) Sector Partnerships- There has been three (3) meetings to this point. Oct. 17<sup>th</sup> will be the first meeting for the IT/Business Sector. It will be at the Pulaski County Public Library from 11:00-1:00 ET.

- 4) Video Conferencing Equipment- We received eleven applications for the systems. We don't have any applications for Laurel and Whitley counties at this time.
- 5) Strategic Plan Action Items- If you will take some time to review this. It identifies three (3) major Goals and then broken down by Action Steps, then the Outcomes column tells you where we are at in meeting those Goals and completing those Action Steps.

Other Business:

Ms. Shirlene Taylor got notification from a young man that had gone through the Youth Work Experience. He was placed at the Lake Cumberland Regional Hospital. He wants to become a doctor. He got notified that he has been accepted into the University of Kentucky and the University of Louisville.

Mr. Brett Traver informed the Board that they are hosting on Thursday, Oct. 25th at the Corbin Center, according to Congressman Rogers office ten (10) prime defense contractors visiting and doing a reversed Expo. They will be looking for small to medium sized businesses to work with, especially small certified businesses. Mr. Traver asked the Board to contact him if they knew of any small to medium businesses that would be interested in this.

Motion was made by Sam Brown to adjourn, seconded by Brett Traver.

  
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Daryl Hammond, Chairman

  
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Vickie Wells, Secretary/Treasurer