



Think Progress. Think Tomorrow. Think GRADD.

GREEN RIVER WORKFORCE DEVELOPMENT BOARD

November 1, 2017

M-I-N-U-T-E-S

The Green River Workforce Development Board (Workforce Board) met on Wednesday, November 1, 2017, at 12:30 p.m., at the Green River Area Development District (GRADD) office in Owensboro, Kentucky. It was determined both required quorums were present with the following members in attendance:

MEMBERS PRESENT

Pam Cox
Kim Humphrey
William Mounts
Chad Mills
Jason Cole
Gina Triplett-Johnston
Jeff Jones

Mickey Dunbar
Aimee Newberry
Mike Baker
Mary Steely
Kris Williams
Tamara Clark

MEMBERS ABSENT

Aaron Buck
*Karen Cecil
*Eddie Embry
*John Bruce

*Julie Wischer
*Tish Correa-Osborne
*Wendy Woehler
*Wendy Woehler

GUESTS AND STAFF PRESENT

Al Mattingly, Jr., Daviess County Judge/Executive
Steve Wedding, Office of Vocational Rehabilitation
Roger Phillips, Office of Employment and Training
Cindy Fiorella, Owensboro Community and Technical College (OCTC)
Deborah Gray, LG&E – Kentucky Utilities

Jack McCaslin, *Chairman* * Excused Absence Steve Austin, *Vice Chairman* Kelly Thurman, *Secretary* David Johnston, *Treasurer* Jiten Shah, *Executive Director*

Larry Wheatley, Blue Star Consultants
Nyra Syers, Earle C. Clements Job Corps
Whitney Risley – KYNDLE
Lindsey Jenkins – Union County First
Lindsey Kafer – OCTC, Adult Education
Jiten Shah, Executive Director, GRADD
Jodi Rafferty, Associate Director for Workforce Development, GRADD
Michelle Drake, Workforce Business and Training Administrator, GRADD
Jill Gray, Workforce Development Administrator, GRADD
Kim Shannon, Workforce Career Counselor, GRADD
Debra James, Associate Director for Finance and Administration
Beth Goetz, Accounting Clerk, GRADD

I. CALL TO ORDER

In absence of Chairperson Karen Cecil, Vice-Chairperson Pam Cox called the meeting to order at 12:30 p.m.

II. SECRETARY'S REPORT

Vice-Chairperson Cox presented the minutes of the August 2, 2017, Green River Workforce Development Board meeting for approval.

A motion was made by Chad Mills and seconded by Mickey Dunbar to approve the minutes of the August 2, 2017, Green River Workforce Development Board meeting. A vote was taken and the motion carried.

III. TREASURER'S REPORT

Treasurer Mickey Dunbar presented the Workforce Innovation & Opportunity Act (WIOA) Financial Report for July 1, 2017 – September 30, 2017.

A motion was made by Kris Williams and seconded by Kim Humphrey to approve the WIOA Financial Report for July 1, 2017 – September 30, 2017. A vote was taken and the motion carried.

IV. DIRECT SERVICES PROVIDER

Vice-Chairperson Cox stated a second Request for Proposal (RFP) for Direct Services Provider was sent out on September 13, 2017 with a deadline for responses on October 12, 2017. One proposal was received.

Vice-Chairperson Cox called on Kim Humphrey of the RFP Review Committee to give a report to the board. Ms. Humphrey stated that she, along with Mickey Dunbar and Jeff Jones, comprised the Review Committee. They each reviewed the one entity's proposal documents independently and had an hour to discuss prior to the interview. Based on the committee's

review of the proposal and the interview process results, the Review Committee does not recommend to accept the proposal for Direct Services Provider for the Green River Workforce Development Area received from the Audubon Area Community Services (AACS). Ms. Humphrey stated that within the proposal there were many things in question, one of significance was the short timeframe in which the AACS could be acclimated into the role of Direct Services Provider under WIOA law and the level of preparedness to be up and running, given the January 1, 2018 deadline. Staffing would need to be hired as well; they reported one person in place on half-time bases. Ms. Humphrey stated that the committee did not have that level of comfort based on what was shared with the Review Committee of what they are able to do. The committee did not feel AACS has adequate experience working with the particular needs of those seeking a skill level to enter the workforce as well as working with employers and the business community. Mickey Dunbar commented that the committee was not comfortable with the extent of services AACS could provide to the customers who are now being served through GRADD. The committee was in agreement that AACS did not provide all the information requested, an opportunity was given to present the documentation in which they provided on a timely basis. However, nothing provided in the missing documentation nor their financials changed the Review Committee's comfort level from the interviewing process. Mr. Dunbar reported that it is in the best interest of the board that the Review Committee does not recommend the AACS at this time for the Direct Services Provider. In the future, if the RFP for Direct Services Provider is opened up again and the AACS submit a proposal, perhaps the concerns that have been discussed will be addressed. Jeff Jones concurred that after the interview process and RFP review, the committee discussed their concerns and were in agreement not to recommend AACS as the Direct Services Provider.

Kim Humphrey said the Review Committee recommends the appropriate next step is one of two things; one is to look for a Sole Source provider as many entities provide these services and the possibility is there to reach out to them. Additionally, ask Jodi Rafferty to research what the other Area Development Districts (ADDs) are doing. Ms. Humphrey stated that many of the ADDs are the Direct Services Provider for each other, and perhaps that may be an option for our Area as well. The second option is to send a letter to the cabinet requesting a waiver from state policy in order for GRADD to continue as Direct Services Provider.

A motion was made by Kris Williams and seconded by Aimee Newberry to approve the Review Committee's recommendation not to accept the proposal for Direct Services Provider submitted by Audubon Area Community Services. A vote was taken and the motion carried.

Jodi Rafferty stated a letter will be sent on behalf of the Green River Workforce Development Board that AACS was not awarded the Direct Services Provider as well as information will be provided for an appeals process if they so choose.

Kim Humphrey stated that the Review Committee recommends to the board to approve the two options previously stated.

Kris Williams, for clarification purposes, stated the the Review Committee has recommended to the board two options to proceed with, one being to communicate with the state for options and a possible waiver and second communicate with other regions how they are managing the Direct Service Provider for other ADDs and are there partnerships available.

Mike Baker questioned what the other Workforce Development Boards are doing, and if there are other Areas facing the same situation in procuring a Direct Services Provider. If so, perhaps there are precedents in place. In consideration of the January 1, 2018 deadline, more information should be gathered regarding what the other Area's Workforce Development Boards are doing.

Jodi Rafferty informed the board of what other local areas are doing in regards to One-Stop Operator and Direct Services Provider. She indicated in some instances, where there are two (2) Area Development Districts (ADD) in one (1) local workforce area, each ADD has specific function to ensure separation; and others have contracted with various entities.

A motion was made by Kris Williams and seconded by Kim Humphrey to approve the Review Committee's recommendation of two options to proceed with, one being to communicate with the state for options (including sole source procurement) and a possible waiver and second communicate with other regions how they are managing the Direct Services Provider for other ADDs and are there partnerships available. A vote was taken and the motion carried.

V. MEMBERSHIP

Pam Cox informed the Board that there are members of the Board who's terms will expire as of December 31, 2017. She noted that the following have agreed to serve another three (3) year term: Mickey Dunbar, Jeff Jones, Will Mounts and Kris Williams. The Nominating Committee made the following recommendations for Officers: Karen Cecil, Chairperson; Pam Cox, Vice Chairperson; Kim Humphrey, Secretary; and Mickey Dunbar, Treasurer. In addition, it is recommended that Will Mounts be appointed to the Executive Committee. Ms. Cox opened the floor for any other nominations. No other nominations were made.

A motion was made by Mary Steely and seconded by Jason Cole to approve the Nominating Committee's recommendation to approve the slate of officers as presented and appoint Will Mounts to the Executive Committee. A vote was taken and the motion carried.

VI. WORKFORCE INNOVATION AND OPPORTUNITY ACT PROGRAM POLICIES

Pam Cox informed the Board that the Executive Committee had met on October 18, 2017 and reviewed the proposed policies. She asked Jodi Rafferty to inform the Board of such policies.

A motion was made by Will Mounts and seconded by Mike Baker to approve the WIOA Program Policies, including: Conflict of Interest, Adult and Dislocated Worker Self-Sufficiency, Work Experience, On-the-Job Training and Contractor Travel Allowance. A vote was taken and the motion carried.

VII. STANDING COMMITTEE UPDATES

Pam Cox called on Kris Williams to provide an update on the Youth Committee. Dr. Williams indicated that the Committee met on September 6, 2017 and discussed program updates, current budget and upcoming events. Dr. Williams shared a concern that the distance that members have to travel may be an issue and many of the members work in the school system. She stated that Jill Gray has agreed to set up the next meeting, to be held on December 6, 2017, as a phone conference to see if that assists in any way.

Jeff Jones was called on by Pam Cox to give an update on the Outreach Committee. He stated that the Committee hadn't met in a few months and are on hold at this time during the transition and will resume once things are in place.

VIII. INDUSTRY CERTIFICATION LIST

Pam Cox called on Jodi Rafferty to discuss the Industry Certification List. Ms. Rafferty referred the members to information regarding what the process is to obtain what is needed to compile the list and why the Board was being asked to do such. She asked the employer members to complete an index card indicating the top three (3) most in-demand certifications, etc. for their respective company. She also informed the Board of other ways information may be obtained and asked for any suggestions that might be useful. Kris Williams and Cindy Fiorella had some ideas of data that may be available through the community colleges.

IX. MEMBER PLATFORM

Pam Cox provided information regarding Owensboro Health. She stated that there have been many changes that have occurred over the 25 years she has been there. The mission of Owensboro Health is to "heal the sick and improve the health of the communities we serve". There are many locations across the region in which individuals can access healthcare with many providers. She indicated that the hospital has received recognition for their successes. She thanked the Board for allowing her to share what her organization does.

X. BOARD COMMENTS

None.

XI. OTHER BUSINESS

- Jodi Rafferty shared some Workforce Happenings which included Manufacturing Day, Rapid Response activities, a job fair for Bimbo employees, a pilot program with the McLean County Public Library, the GRADD audit, local individuals who have been appointed to the Kentucky Workforce Innovation Board and upcoming youth events.
- Pam Cox informed the Board of the 2018 meeting schedule and asked the members to take note and add these dates to their calendars. Also, she stated that there may be a need for a special called meeting depending upon the direction provided by the Department of Workforce Investment as to how to proceed with securing a Direct Services Provider.

XII. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned.

/jr