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## GREEN RIVER WORKFORCE DEVELOPMENT BOARD

February 6, 2019

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

The Green River Workforce Development Board (Board) held its regular meeting on Wednesday, February 6, 2019 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

Karen Cecil  
Mickey Dunbar  
Will Mounts  
Mike Baker  
Jason Cole  
Aimee Newberry  
Tamara Clark

Kim Humphrey  
Jeff Jones  
Mike VanWinkle  
Mary Steely  
Dan Douglas  
Eddie Embry  
Jennifer Carman

#### MEMBERS ABSENT

\* Rains Evans

\* Pam Cox

#### GUESTS AND STAFF PRESENT

Beth Davisson, Kentucky Chamber Workforce Center  
Josh Williams, Kentucky Chamber Workforce Center  
Don Howerton, Kentucky Chamber Workforce Center  
Honorable Johnny "Chic" Roberts, Hancock County Judge Executive  
Lindsey Kafer, Owensboro Community and Technical College (OCTC), Adult Education  
Susan Jackson, West Kentucky Educational Cooperative, Adult Education  
Cindy Fiorella, OCTC, Workforce Solutions  
Nyra Syers, Earle C. Clements Job Corps  
Candance Brake, Greater Owensboro Chamber of Commerce

#### \*Excused Absence

David Johnston, Chairman ▫ Brad Schneider, Vice Chairman ▫ Al Mattingly, Jr., Secretary ▫ Steve Henry, Treasurer ▫ Jiten Shah, Executive Director

Matthew Bartlett, ResCare Workforce Services  
Roger Phillips, Office of Career Development  
Whitney Risley, KYNDLE  
Melissa Coker, Union County First  
Tami Steward, Union County First  
Kenny Autry, Ohio County Economic Development Alliance  
Jodi Ashby, Ohio County Economic Development Alliance  
David Randolph, Ohio County Career Center  
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  
Paula Snyder, Workforce Development Manager, GRADD

I. CALL TO ORDER

Chairperson Karen Cecil called the meeting to order at 12:30 p.m., she welcomed everyone and introduced guests. She informed the members that a revised agenda had been provided to them as Commissioner Ray Leathers was unable to attend. She introduced Jennifer Carman as a new board member with the Office of Career Development and the Honorable Johnny “Chic” Roberts, the Hancock County Judge Executive. Finally, she asked everyone to silence their cell phones and to refrain from sidebar conversations as the meeting is being recorded.

II. SECRETARY’S REPORT

Kim Humphrey presented the minutes of the November 7, 2018 meeting of the Green River WDB for approval.

A motion was made by Will Mounts and seconded Mary Steely to approve the minutes of the November 7, 2018 Green River WDB meeting. A vote was taken and the motion carried.

III. TREASURER’S REPORT

Treasurer Mickey Dunbar presented the financial report for the period of July 1, 2018 – September 30, 2018 for approval.

A motion was made by Will Mounts and seconded by Aimee Newberry to approve the financial report for the period of July 1, 2018 – September 30, 2018. A vote was taken and the motion carried.

IV. TALENT PIPELINE MANAGEMENT

Chairperson Cecil introduced Beth Davisson from the Kentucky Chamber Workforce Center to share information regarding Talent Pipeline Management (TPM). Ms. Davisson explained that Talent Pipeline Management is an employer-led approach to identifying specific

workforce needs, as well as training, and identify issues and solutions to persistent workforce-related challenges. The Workforce Center's Talent Pipeline staff and the Champions selected for the TPM Academy will focus on creating specific strategies to meet the needs of different industry and regional sectors. Over the next two years, the Kentucky Chamber Workforce Center will hold meetings to develop strategies to improve Kentucky's workforce issues. Participating employers, employer-led associations, and education providers will receive training and will build partnerships while using a demand-driven concept in order to connect employees and employers.

V. KENTUCKY WORK READY SCHOLARSHIP

Chairperson Karen Cecil called on Jodi Rafferty to share information regarding the Kentucky Work Ready Scholarship program. Ms. Rafferty reminded the Board of the email she sent on November 9, 2018 that included a link regarding the scholarships for their information. She also directed the Board to the handout for additional information. All students will be required to apply. There are some questions regarding how the Workforce Innovation and Opportunity Act (WIOA) Title I funding and the Kentucky Work Ready Scholarships will be utilized simultaneously. Additional guidance has been sought from the Department of Workforce Investment. Once received, it will be shared with the Board.

VI. INDUSTRY CERTIFICATION LIST

Chairperson Cecil called on Jodi Rafferty to provide information regarding the requirement for the local board to compile a listing of high-demand industry certifications and rank them based on the need. Ms. Rafferty reminded the Board of the displeasure of the Kentucky Innovation and Workforce Board last year because of the inconsistencies in the information by each local area and called for a uniform process this year. She stated that the local areas have been awaiting this process all year. She also spoke of the Employer Survey that went out to employers in December of 2018. She reviewed the list with the Board and indicated that any changes that needed to be made, could be done so at that time. There were questions regarding the inclusiveness of the list and the survey response rate. After review and discussion, a vote was taken.

A motion was made by Mike Baker and seconded by Mickey Dunbar Steely to approve the Industry Certification List. A vote was taken and the motion carried.

VII. KENTUCKY CAREER CENTER MEMORANDUM OF UNDERSTANDING / INFRASTRUCTURE FUNDING AGREEMENT APPROVAL

Chairperson Karen Cecil called on Matt Bartlett, One-Stop Operator to present the Memorandum of Understanding (MOU)/Infrastructure Funding Agreement (IFA). Mr. Bartlett explained the purpose of the MOU/IFA and stated that he has met with all of the partners to complete the document. He also stated that the IFA is complete, but may require some updates prior to submittal. There were some questions that were addressed.

A motion was made by Kim Humphrey and seconded by Will Mounts to approve the MOU/IFA contingent on all required signatures being obtained prior to submittal. A vote was taken and the motion carried.

#### VIII. KENTUCKY CAREER CENTER CERTIFICATION

Chairperson Cecil called on Matt Bartlett to present the KCC certification. Mr. Bartlett explained the application for certification had been submitted and that a review team visited the KCC to consider the application. He went on to explain that the KCC in Owensboro would be certified as a comprehensive site and certified Access Points would be the Henderson Community College, the Hancock County Career Center, the McLean County Public Library, the Ohio County Career Center, the Union County Adult Education Center and the Webster County Public Library. The review team recommended the approval all of these sites as presented.

A motion was made by Will Mounts to accept the recommendation of the review team and seconded by Mary Steely. A vote was taken and the motion carried.

Prior to the vote, a guest, Jodi Ashby asked to speak. Chairperson Cecil entertained the request. Ms. Ashby, Assistant Director of the Ohio County Economic Development Alliance, stated that Ohio County is the only county paying for their own staff to operate the Career Center in Hartford, Kentucky. She stated that she did not understand why the county is not receiving funding from the Board as they should be. David Randolph, the Director of the Career Center stated that they had met all of the requirements to be an Affiliate Center during the last certification process. Board member, Mike Baker, added that Hancock County was in the same situation. Mr. Randolph went on to state that they are receiving no funding, but there are ResCare Workforce Services staff who come twice per month to offer services. Ms. Ashby stated this was difficult from an economic development standpoint. Jodi Rafferty addressed the concern indicating that Hancock County is also operated by the county and that no local workforce boards are given funds solely to operate any KCC. She stated that each partner receives funds for their respective entity to pay for staff costs and any shared costs of the KCC. Kenny Autry, with the Ohio County Fiscal Court, stated that the county has been trying to obtain funding for the past four (4) to six (6) years and they appreciate the presence of ResCare Workforce Services, but they need more. Dan Douglas, Board member, indicated that he assumed that the funds went to the other partners. Jodi Rafferty stated the financial report that is given at every Board meeting is the funding for the OSO, DSP, Local Grant Sub-Recipient and training for eligible customers. She went on to explain that some partners receive WIOA funds; however, there are various Titles in the Law that receive funding. Mr. Autry stated that the Career Center is in danger of shutting down due to the lack of funds. Chairperson Cecil informed the guests from Ohio County that, if requested, a special meeting could be held to further address the concerns.

#### IX. RESCARE WORKFORCE SERVICES

Chairperson Cecil called on Matt Bartlett to give the quarterly update regarding the KCC and the services of ResCare Workforce Services. He reported that for August, September and October 2362 individuals have visited the Kentucky Career Center (KCC). Most are job seekers, 13% are there for Office of Vocational Rehabilitation Services and 1% is SNAP E&T. It was

noted that most communication with SNAP customers is done over the phone. Mr. Bartlett also shared the number of individuals actively participating in training, outreach efforts and community partnerships to provide various workshops.

X. MEMBER PLATFORM

Chairperson Cecil called Jeff Jones to share information regarding Vibracoustics in Morganfield, Kentucky. Vibracoustics is a global leader market in Vibration Control Technology and have been located in Union County for forty (40) years with two (2) facilities - s a Molding and Assembly Facility and an Adhesive Facility. Mr. Jones gave an overview of the processes used and the parts that are made.

XI. OTHER BUSINESS

Chairperson Cecil told the Board it was time to think about procuring an entity to assist the Board with Strategic Planning. She stated that Jodi Rafferty would be inquiring about additional funds that may be available for this purpose. She referred the group to the booklet to review two (2) flyers regarding county outreach and workshops, along with success stories of customers who have been served through the program. She also gave a reminder of the next meeting to be held on May 1, 2019 and the meeting schedule for the remainder of 2019.

XII. ADJOURNMENT

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

/jcr