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GREEN RIVER WORKFORCE DEVELOPMENT BOARD

May 1, 2019

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

The Green River Workforce Development Board (Board) held its regular meeting on Wednesday, May 1, 2019, at 12:30 p.m., at the Green River Area Development District (GRADD) office in Owensboro, Kentucky. It was determined that both required quorums were present with the following members in attendance:

MEMBERS PRESENT

Karen Cecil	Kim Humphrey
Mickey Dunbar	Pam Cox
Will Mounts	Jason Warren
Mike Baker	Mary Steely
Dan Douglas	Jason Cole (Repre. by David Benson)
Eddie Embry	Rains Evans
Jennifer Carman	

MEMBERS ABSENT

*Jeff Jones	Tamara Clark
*Mike VanWinkle	Aimee Newberry

GUESTS AND STAFF PRESENT

Derek Poor, Soldier for Life Transition Program
Lindsey Kafer, Owensboro Community and Technical College (OCTC), Adult Education
Susan Jackson, West Kentucky Educational Cooperative, Adult Education
Nyra Syers, Earle C. Clements Job Corps
Matthew Bartlett, ResCare Workforce Services
Roger Phillips, Office of Career Development
Jodi Ashby, Ohio County Economic Development Alliance (OCEDA)
David Randolph, Ohio County Career Center
Kenny Autry, Ohio County Fiscal Court

*Excused Absence

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

Steve Wedding, Office of Vocational Rehabilitation
Al Mattingly, Judge/Executive, Daviess County Fiscal Court
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., and welcomed everyone to the meeting. She informed the members that in the absence of Jason Cole, a motion needed to be made to allow David Benson as his proxy.

A motion was made by Will Mounts and seconded by Mary Steely to approve the proxy. A vote was taken and the motion carried.

She introduced Dr. Jason Warren, President of Henderson Community College as a new Board member. Additionally, 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 February 6, 2019, meeting of the Green River WDB for approval.

A motion was made by Will Mounts and seconded by Mickey Dunbar to approve the minutes of the February 6, 2019, Green River WDB meeting. A vote was taken and the motion carried.

III. FINANCIAL REPORT

Treasurer Mickey Dunbar presented the financial report for the period of July 1, 2018 – March 31, 2019, for approval.

A motion was made by Will Mounts and seconded by Pam Cox to approve the financial report for the period of July 1, 2018 – March 31, 2019. A vote was taken and the motion carried.

IV. SOLDIER FOR LIFE TRANSITION PROGRAM

Chairperson Cecil introduced Derek Poor, Veterans Transition Liaison with the Soldier for Life Transition Program. Mr. Poor explained that the mission of the program is to assist transitioning military and their family members with employment search by providing the highest quality guidance, training, resources, and support during career transition. All soldiers,

including full-time Active Guard Reserve and Reservists, are eligible for the program. Mr. Poor stated that between 400-500 service members transition each month and many face difficulties during that time, such as financial stability, healthcare, and the environment. Mr. Poor also stated there are 22 military branches and 256 different jobs including, doctors, lawyer, pilots, trainers, human resource specialists, and cyber security. The talent pool consists of high performers, vetted and trained who are team players, analytical, dependable, disciplined, creative thinkers, and problem solvers.

V. CONTRACT RENEWAL – RESCARE WORKFORCE SERVICES

Chairperson Cecil informed the Board that the contract for Workforce Development Services with ResCare Workforce Services allows for three (3) one (1) year renewable terms based on performance and outcomes. The initial contract was for the time period of January 1, 2018 – June 30, 2019. Chairperson Cecil explained that the Executive Committee met on April 15, 2019, and based on performance, compliance, and deliverables, recommended the renewal of the contract for one (1) year for the period of July 1, 2019 – June 30, 2020.

A motion was made by Will Mounts and seconded by Mike Baker to approve the renewal of the ResCare Workforce Services Contract. A vote was taken and the motion carried.

VI. RESCARE WORKFORCE SERVICES

Chairperson Cecil called on Matt Bartlett to give the quarterly update regarding the Kentucky Career Center (KCC) and the services of ResCare Workforce Services. He reported that in February, March, and April, 2,090 individuals have visited the KCC. Mr. Bartlett also stated that the results of the customer service survey for the months of February through April was a 98.6 percent satisfaction rate with 561 customers completing the survey. He also shared that an employer services guide has been created and flyers for on-the-job training. Mr. Bartlett also shared the number of individuals actively participating in training, continued outreach efforts, and community partnerships to provide various workshops.

VII. KENTUCKY CAREER CENTER PARTNER UPDATES

Chairperson Cecil informed the Board that at each meeting, the Career Development Office (CDO) and the Office of Vocational Rehabilitation (OVR) will provide updates regarding their programs. Chairperson Cecil called on Jennifer Carman to provide information from the CDO. Ms. Carman shared that staff assists job seekers and employers. Services offered include resume assistance and job leads, and each customer receives a welcome, orientation, and assessment. Services are also offered for veterans. She explained that Focus Talent is the data system used to post job openings and encourages employers to use the system. The KCC has free space available for job fairs.

Chairperson Cecil next called on David Benson to provide an update from OVR. Mr. Benson informed the Board that in the first quarter, 1,327 customers were served. He shared that OVR has nine (9) counselors; three (3) in Henderson and six (6) in Owensboro.

VIII. KET CAREERS IN DEMAND VIDEOS

Chairperson Cecil called on Jodi Rafferty to share information about KET Videos. Ms. Rafferty informed the Board that the Kentucky Education and Workforce Development Cabinet, along with KET, unveiled a new resource, *In Demand*, to aid the state's workforce development efforts and recruit Kentuckians into high-demand career sectors. The videos provide an overview of careers available in the five high-demand sectors of: Advanced Manufacturing, Business & Information Technology, Construction, Healthcare, and Transportation & Logistics. Ms. Rafferty explained that individuals interested in learning more about how to pursue careers in high-demand sectors are referred to their local KCC for skills training and career placement services. A short video on Advanced Manufacturing was played for the Board.

IX. OTHER BUSINESS

Chairperson Cecil informed the Board that staff is currently working on the Local Strategic Plan and it will be sent out to everyone for review and comment. The Executive Committee and the Governing Board will meet in June for final approval; the deadline for the plan is June 30, 2019. Ms. Cecil explained that staff is also working to complete the Board Certification which also has a June 30, 2019, deadline. Monitoring by the state has been conducted and staff has received, reviewed, and responded to two (2) instances. The final report will be provided to the Board at the August 2019 meeting.

X. ADJOURNMENT

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

/jg