

## GREEN RIVER WORKFORCE DEVELOPMENT BOARD

May 7, 2025

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

The Green River Workforce Development Board (Board) held its regular meeting on Wednesday, May 7, 2025, at 12:30 p.m., at GRADD with the following in attendance:

#### MEMBERS PRESENT

Mickey Dunbar  
Kim Humphrey  
Mike Baker  
Amanda Blohm-Thompson  
Sonya Hendrix  
Allyson Sanders  
Chris Geary  
Jill Switzer, proxy for Kenneth Calloway

Eddie Embry  
Jonathan Pendergrass  
Keith Wells  
Jason Cole  
Sheri Plain  
Brian Basham  
Luke Aull

#### MEMBERS ABSENT

\*Marybeth Henshaw  
Camron Knott  
\*Greg Risch  
\*Isaac Murphy

\*Jason Curry  
\*Dr. Jason Warren  
Bart Darrell

\*Excused absence

#### GUESTS AND STAFF PRESENT

Honorable Charlie Castlen, Judge Executive  
Matt Bartlett, Equus Workforce Solutions  
Sara Dodeci, Equus Workforce Solutions  
Melissa Roberts, Equus Workforce Solutions  
Amy Leach, Equus Workforce Solutions  
Kim Shannon, Equus Workforce Solutions  
Marian Myres, GRADD

Steve Henry, Chairman | Adam O'Nan, Vice Chairman | Johnny "Chic" Roberts, Secretary | Curtis Dame, Treasurer | Joanna Shake, Executive Director



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Beth Ferguson, GRADD  
Michelle Drake, Director, Workforce Development, GRADD  
Jill Gray, Assistant Director, Workforce Development, GRADD  
Alisha Smith, Youth Coordinator, Workforce Development, GRADD  
Paula Payne, Coordinator, Workforce Development, GRADD  
Stacia Cole, Vocational Rehabilitation  
Ryan Henson, Vocational Rehabilitation  
Heather Yeiser, Audubon Area Community Services  
Kara Bowen, Audubon Area Community Services  
Jamie Johnson, GOEDC

I. CALL TO ORDER

Chairperson Mickey Dunbar called the meeting to order at 12:30 p.m. and welcomed everyone. It was determined that a quorum was present. Chairperson Dunbar recognized Honorable Charlie Castlen, County Judge Executive, Daviess County and welcomed guest speaker Jamie Link, Secretary of Education and Labor Cabinet.

Chairperson Dunbar stated Kenneth Calloway designated Jill Switzer to attend the meeting on his behalf. Chairperson Dunbar asked for a motion that Ms. Switzer be accepted as proxy to Kenneth Calloway.

Mr. Eddie Embry made the motion for Ms. Jill Switzer attend as Mr. Kenneth Calloway's proxy.  
Mr. Jonathan Pendergrass seconded the motion carried.  
A vote was taken, and the motion carried.

II. BUSINESS SPOTLIGHT

Planter's Bank was recognized as the lunch sponsor. Mr. Mickey Dunbar, Vice President and Sebree Branch Manager, shared an overview of Planters Bank, specifically their vision to be out in the communities.

III. SECRETARY'S REPORT

Chairperson Dunbar presented the minutes of the February 5, 2025, Green River Workforce Development Board meeting for approval in the absence of Mr. Bart Darrell, Secretary.

Motion was made by Mr. Brian Basham to approve the minutes of February 5, 2025, Green River Workforce Development Board meeting.  
Motion seconded by Mr. Jonathan Pendergrass.  
A vote was taken, and the motion carried.

Chairperson Dunbar also presented January 14, 2025, minutes of the Workforce Board Executive Committee meeting for consideration as well as minutes of the Special Called meeting on March 25, 2025.

IV. FINANCIAL REPORT

Chairperson Dunbar presented the financial report in the absence of Treasurer Isaac Murphy.

The motion was made by Kim Humphrey and seconded by Jason Cole to accept the FY25 financial report. A vote was taken, and the motion carried.

V. GUEST SPEAKER

Chairperson Dunbar invited Secretary Jamie Link of the Kentucky Education and Labor Cabinet to speak. Secretary Link addressed concerns over tariff-related uncertainty affecting imports, sales, and service delivery, particularly impacting agriculture, and bourbon industries. He noted progress in updating the Unemployment Insurance systems and the addition of a mobile unit to improve disaster response.

VI. REQUEST FOR PROPOSAL ONE-STOP OPERATOR AND DIRECT SERVICE PROVIDER

Chairperson Dunbar shared that under WIOA the One-Stop Operator (OSO) and Direct Services Provider (DSP) must be competitively procured every four years. Two proposals were received for the OSO and DSP, from Audubon Area Community Services and Equus Workforce Solutions (EWS). The Review Committee met on April 21, 2025, to review the proposals. Following a competitive review process, the Committee recommends awarding the contract to EWS to serve as the OSO and DSP for the Green River Local Workforce System effective July 1, 2025, with the option of three (3) one-year renewable terms. In accordance with WIOA regulations, any Board member with a real or perceived conflict must abstain from voting or participating in discussion regarding this item.

Chairperson Dunbar asked for a motion to approve EWS to serve as the OSO and the DSP beginning July 1, 2025 – June 30, 2026, with the option of three (3) additional years (through June 30, 2029) based on annual compliance and performance.

A motion was made by Brian Basham and seconded by Eddie Embry to approve EWS as the OSO and DSP for period July 1, 2025 to June 30, 2026 with the option of three (3) additional years (through June 30, 2029) based on annual compliance and performance. A vote was taken, and the motion carried.

VII. GREEN RIVER WORKFORCE DEVELOPMENT BOARD CERTIFICATION

Chairperson Dunbar shared a letter from the Education and Labor Cabinet confirming that the Green River Workforce Development Board meets the criteria and standards of the Kentucky Workforce Innovation Board and is certified for the two-year period July 1, 2025 – June 30, 2027.

VIII. KENTUCKY CAREER CENTER GREEN RIVER CERTIFICATION

Chairperson Dunbar asked Matthew Bartlett to share information received in a letter from the Green River Career Center Certification Team. Mr. Bartlett indicated that the Comprehensive Center as well as the six access points were evaluated and assessed in the five require criteria. Based on review, the Certification Review Team recommends certification of the Comprehensive Kentucky Career Center as well as all six (6) access points. Staff was commended for their continued efforts in maintaining high standards of service and alignment across the region.

IX. REGIONAL AND LOCAL PLAN

Ms. Michelle Drake shared details of the Regional and Local Plan update. Ms. Drake stated that the plan was made available for public comments and with none, the plan was submitted to the Cabinet on April 30, 2025. Final approval is pending.

X. INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY

Ms. Michelle Drake explained the current ITA policy, which permits individuals to pursue an associate's degree. At the April 8, 2025, Executive Committee meeting, she requested that the Committee consider amending the policy to also cover a bachelor's degree, provided the participant has already started the program and the total duration of support does not exceed three years. The Executive Committee recommends this policy change and Chairperson Dunbar asked for a motion to approve.

A motion was made by Kim Humphrey and seconded by Mike Baker to change the ITA policy to cover a bachelor's degree, provided the participant has already started the program and the total duration of support does not exceed three years.

A vote was taken, and the motion carried.

XI. ON-THE-JOB TRAINING (OJT) POLICY

Ms. Michelle Drake explained that the current OJT policy allows opportunities for up to 1040 hours. At the April 8, 2025 Executive Committee meeting, she requested that the Committee consider amending the policy to limit OJT hours to 480. The Executive Committee recommends this policy change and Chairperson Dunbar asked for a motion to approve.

A motion was made by Eddie Embry and seconded by Brian Basham to change the OJT policy to limit OJT hours to 480.  
A vote was taken, and the motion carried.

XII. YOUTH REPORT

Chairperson Dunbar invited Ms. Alisha Smith to share an update regarding the Putting Young Kentuckians to Work project. Ms. Smith stated she has enrolled participants in each of the seven counties in our region. She will be adding about thirty additional participants for summer positions.

The Youth Summit held on March 13, 2025 at Owensboro Community and Technical College included 160 students and was a great event. Follow-up surveys have revealed positive comments. The plan is to make this an annual event.

XIII. EQUUS QUARTERLY DELIVERABLES

Chairperson Dunbar stated that EWS quarterly deliverables were met and are payable. Mr. Matthew Bartlett shared quarterly data and stated the monitoring rate was 99.4%.

XIV. KENTUCKY CAREER CENTER PARTNER UPDATES

Mr. Jason Cole shared a participant success story from Vocational Rehabilitation. Vocational Rehabilitation data is included in the meeting packet.

Mr. Bartlett shared information about recent Rapid Response meetings as well as participant success stories. Additional success stories and quarterly data were included in the meeting packet.

XV. WORKFORCE HIGHLIGHTS:

No Workforce highlights were shared.

XII. OTHER BUSINESS

Chairperson Dunbar presented a Proclamation to Kim Humphrey in recognition of her distinguished service and retirement. Ms. Humphrey has committed her professional skills, passions, and personal integrity toward the betterment of the Green River Region and the Commonwealth of Kentucky for many years. Best wishes to Ms. Humphrey in her retirement.

XIII. ADJOURNMENT

There being no further business, the meeting was adjourned.

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Chairperson