



**Eastern Kentucky Workforce Innovation Board (EKWIB)
Meeting Minutes
June 18, 2020**

Attendees:

EKWIB Members

Betsy Clemons
Derek Lewis
Frank Dawahare
Paul Dole
Sonya Bergman
Diana Jarboe
Vic Adams
Mike Caudill – Proxy Chris Bates
Mike Lasslo
Brent Sturgill
Chuck Sexton
Janet Slayden
Fran Feltner
Keith Gabbard
Vince Minix
Kevin Chesnut
Paul Patton
Carla Bishnoi

EKCEP Staff

Trish Adams
Sharon Poff
Jeff Whitehead
Bridget Back
Tonya Collins
Travis Winkler
Owen Grise
Michael Cornett
Joyce Wilcox

Guests

Zack Lawrence
Andrea Begley
Colby Kirk

Minutes

The Eastern Kentucky Workforce Innovation Board (EKWIB) held its quarterly meeting on June 18, 2020. The meeting was conducted via video communications, "Zoom".

EKWIB's Vice Chair, Sonya Bergman, called the meeting to order. The roll call resulted in 18 members being in attendance.

Approval of Minutes

Sonya Bergman asked for a motion to approve the minutes of the December 12, 2019 EKWIB meeting, which had previously been distributed to the members. Frank Dawahare made the motion to approve the minutes. Derek Lewis seconded the motion. All voted in favor, none opposed.

Approval of Youth Committee Action

Owen Grise, EKCEP Deputy Director, updated the board on the work of the EKWIB Youth Committee. The EKWIB Youth Committee made a few modifications to our Youth Program due to the COVID-19 pandemic. Working through Addiction Recovery Care was one of the items discussed.

Owen Grise also updated the board on the hiring of an EKCEP Director of Youth Services. The individual hired will begin work in July 2020.

Frank Dawahare made the motion to approve the changes discussed and voted on by the EKCEP Youth Committee in the May 4, 2020 EKCEP Youth Committee Meeting. Kevin Chesnut seconded the motion. All voted in favor, none opposed.

Approval of Executive Committee Action

Jeff Whitehead, EKCEP Executive Director, provided an update on the EKCEP WIB Executive Committee meeting held on March 19, 2020. The meeting was held to take action on the Adult Dislocated Workers and Youth contracts. Approval of the WIB's Executive Committee was needed to take the advice and waiver, that was provide by the State, to rollover contracts and forgo procurement due to COVID-19.

Jeff Whitehead said the action was approved by the Executive Committee and now we are asking for approval by the full WIB.

Frank Dawahare asked if the contracts roll over for one year. Jeff Whitehead responded yes, the waiver is for one year.

Sonya Bergman asked for a motion to approve the extension requested. Vince Minix made the motion. Brent Sturgill seconded the motion. All voted in favor, none opposed

Approval of EKCEP Board Action Audit

Jeff Whitehead told the board that portions of EKCEP's 2019 financial audit was emailed to all board members yesterday. The email contained all the financial documents along with the notes. Jeff Whitehead explained that EKCEP Board of Directors has an Audit Committee. The committee met via conference call on March 17, 2020 to review the results of the 2019 Financial and Compliance Audit. The BOD Audit Committee voted to approve the 2019 audit results.

A discussion surrounding the 2019 audit ensued. Jeff Whitehead stated there were no findings and no problems, as noted in the audit.

Paul Dole discussed the EKCEP pension liability reflected on the balance sheet. Tonya Collins, EKCEP Director of Finance, explained it was included on the balance sheet because the Kentucky Retirement System law changed a couple of years ago and our auditors are required to include those numbers since we contribute and participate in the State retirement.

Frank Dawahare asked if there was an obligation on the boards behalf to fulfil any of the deficit. Tonya Collins answered, no EKCEP is not obligated.

Paul Dole made a motion to accept the 2019 audit results. Vic Adams seconded the motion. All voted in favor, none opposed.

Sonya Bergman had a prior engagement and left the meeting. Jeff Whitehead said we had no other action items to discuss today.

Executive Director Comments/Announcements

Jeff Whitehead brought the board up to date on various projects EKCEP has been working on.

EKCEP is currently working with Teleworks USA to provide virtual job fairs and other remote types of training.

EKCEP has a relationship with the University of the Cumberland to provide opportunity for high school juniors and seniors to enroll in Security Plus and Network Plus certifications.

SITE Annual Report has been emailed to all WIB members.

EKY Works 2.0 workforce survey will be going out Monday June 22, 2020. Chuck Sexton discussed the importance of this survey to our area.

EKCEP is working with Talent Pipeline Management to gain a common understanding of workforce needs.

Frank Dawahare asked Jeff Whitehead to “walk him through” the process. Jeff Whitehead said early in a high school student’s schooling we want them to know what is of interest to them and to have a good understanding of what the pathway looks like for their career interest.

Jeff Whitehead discussed the launching of the Department of Labor Dislocated Worker Grant through the State for COVID-19. One focus of the grant is to connect people impacted by COVID-19 with humanitarian aid.

Adjournment

With no other business to discuss, Janet Slayden made the motion to adjourn. Brent Sturgill seconded the motion. The meeting was adjourned.