



**Eastern Kentucky Concentrated Employment Program, Inc. Board of Directors  
Meeting Minutes  
December 11, 2018**

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**Attendees**

**EKCEP BOD's Members**

Tim Bingham  
Polly Arnold  
Roger T. Daniel (Proxy-Carolyn Tackett)  
Craig Hamilton  
Rick King (Proxy-Abby Little)  
Jamie Brunk  
Brad LeMaster  
Dan Mosely  
Connie Barnes  
Phyllis Lawson  
James McDowell (Proxy-Becky Miller)  
John E Pennington  
Walter Nixon  
Dennis Brooks (Proxy-Beth Spencer)  
Joe Grieshop (Proxy-Colby Kirk)

**EKCEP Staff**

Trish Adams  
Michael Cornett  
Tonya Collins  
Vanessa Collier  
Jennifer Bergman  
Ian Mooers  
Sharon Poff  
Jeff Whitehead  
Travis Winkler  
Joyce Wilcox  
Melissa Quillen  
Ian Mooers  
Owen Grise

**Guests**

Cecily Spicer  
Jill Blevins  
Wanda Thacker  
David Carroll  
Charlene Engle

**Minutes**

The Eastern Kentucky Board of Directors held its quarterly meeting on December 11, 2018 in the boardroom at the Kentucky Career Center--JobSight, Hazard, Kentucky.

John E. Pennington, Chairman of the EKCEP BOD's called the meeting to order. John E. Pennington asked for the roll call. Roll call resulted in 15 members being in attendance. John E. Pennington informed the board we did have a quorum.

John E. Pennington asked for a motion to approve the minutes of the September 2018 EKCEP board meeting, which had previously been distributed to the members. Tim Bingham made a motion to approve the minutes as distributed. The motion was seconded by Walter Nixon. All voted in favor, none opposed.

The BOD's meeting continued according to the agenda. Each attendee received a "board packet" containing informational handouts prior to the call-to-order.

### **Reports**

Jeff Whitehead, EKCEP Executive Director, began the meeting by discussing various reports that were included in the board packets. Jeff Whitehead discussed the most current financial, participate, and employer reports in detail.

Joyce Wilcox, EKCEP Industry Liaison, shared with the group the fact EKCEP is ranked second overall in the state for employer engagement.

John E. Pennington asked for a motion to approve the report. Craig Hamilton made the motion. The motion was seconded by Dan Mosley. All voted in favor, none opposed.

Jeff Whitehead, discussed the WIB Committee reports. The WIB has two committees, Youth Committee, and Policy and Planning Committee. Jeff referenced the two additional packets each attendee received. The packets contain the committee member names and minutes from each meeting.

**Policy and Planning Committee** - The Policy and Planning Committee will review ongoing policies and work on the strategic plan metrics.

Jeff Whitehead said the state is being aggressive in policies they are currently drafting. Jeff stated in the future, when we receive a draft policy, it will be submitted to the Policy and Planning Committee. The response will come from EKCEP and the Planning and Policy Committee.

**Youth Committee** – Jeff Whitehead said the Youth Committee will focus on being specific on youth eligibility. The Youth Committee will asset the needs of youth in our area and select what groups of youth we are going to target. Owen Grise explained to the group the Youth Committee is in the process of preparing a survey to identify the youth needs in our area.

David Carroll, Northeast KY CAP, asked if we foresaw any plans for summer in-school youth programs. Jeff Whitehead stated he did not believe EKCEP would have funding for those programs.

John Pennington asked for a motion to accept the reports from the Youth Committee and the Policy and Planning Committee. Craig Hamilton made the motion. The motion was seconded by Tim Bingham. All voted in favor, none opposed.

### **KWIB Performance Dashboard**

Jeff Whitehead explained the “dashboard” rate calculations. The information is received from KEE Suite and will be available for the public to view.

### **MOU/Infrastructure Funding Agreement**

Jennifer Bergman, EKCEP Director of JobSight Services, presented the EKCEP LWDA WIOA MOU/IFA. Jennifer discussed the documents and the requirements. The MOU/IFA will cover all 23 counties. All board members were emailed a draft of the complete MOU/IFA on December 7, 2018. Jennifer discussed the cost allocation for each center and told the group the most recent version will be maintained on the EKCEP website.

John Pennington asked for a motion to accept the EKCEP LWDA WIOA MOU/IFA. Craig Hamilton made the motion. The motion was seconded by Phyllis Lawson. All voted in favor, none opposed.

### **Grant Funds in Process**

Bridget Back, EKCEP Research and Program Effectiveness Manager, discussed the **Community Impact grant** and the **Coal Grant extension**. The Community Impact Grant and the Coal Grant extension are both currently in Washington, D.C. awaiting approval.

Bridget Back shared the following stats for the month of October pertaining to unemployment insurance. The EKCEP region had 707 new unemployment insurance claims and an additional 1,381 individuals are currently receiving UI benefits.

Owen Grise, EKCEP Deputy Director, discussed the **Appalachian Regional Commission Opioid Response**. Owen stated we are currently working with the Addiction Recovery Care Centers to train Peer Support Specialists. Owen said studies have suggested the second most important factor, after residential treatment, is gainful and meaningful employment. EKCEP has submitted an application for an Appalachian Regional Commission power grant. We are hopeful to hear a response in early January 2019.

Melissa Quillen, EKCEP Paths2promise Project Manager, discussed the Community & Economic Development Initiative of Kentucky (CEDIK). The project is called Create Bridges, it recognizes retail, accommodation, tourism and the entertainment sectors in our region. The current

counties to be covered are Lee, Owsley, Clay, Jackson, Perry, Harlan, Leslie, and Bell. We were awarded approximately \$312,000 to provide a retail academy.

**TechHire Update** Michael Cornett, EKCEP Director of Agency Expansion & Public Relations, discussed the TechHire overview. A handout was provided to each attendee.

**Senate Bill 1 and House Bill 3** Jeff Whitehead discussed both bills. Handouts were provided to each attendee. Senate Bill 1 was passed two years ago. The bill directs the local workforce investment boards to be a part of the group compiling a list of industry-recognized certification, licensures, or credentials specific to their local workforce area. Jeff stated we are currently working with the state and awaiting the information from Frankfort, Ky.

Jeff Whitehead stated House Bill 3 was passed in the last session. It is referred to as the Essential Skills Act. Jeff said the Elliott and Owsley county school superintendents have contacted him in reference to House Bill 3. The current plan is to prepare a questionnaire asking employers for indicators of essential skills. The results of the questionnaire will be shared with the schools.

**Graduations and Celebrations** Trish Adams, EKCEP Industry Liaison, highlighted some of the graduations and celebrations in 2018. Included in the celebration was Silverliner graduations; Ad East; Feltner's Barber Shop; ARH; Galen College of Nursing; Logan Corporation; the Lineman training program and many other success stories.

Trish Adams also commented on Project Core. Project Core is a company based in Canada. EKCEP is working with One East Kentucky to recruit this company to the Perry County area.

**Meeting Adjourned**

John E. Pennington asked if there was any other business. With no other business, the meeting was adjourned.