



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

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**Attendees**

**EKCEP BOD's Members**

Tim Bingham  
Polly Arnold  
Don Emmett  
Craig Hamilton  
Shane Gabbard  
Jamie Brunk  
Brad LeMaster  
Dan Mosely (Proxy-Jill Blevins)  
Connie Barnes  
Luther Blanton  
Rick King  
John E Pennington  
Walter Nixon  
Dennis Brooks (Proxy-Beth Spencer)

**EKCEP Staff**

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

**Guests**

Mike Buckles  
Craig Brock  
Donna Pace  
Abby Little  
Becky Miller  
Mike Howell

## **Minutes**

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

John E. Pennington asked for a moment of silence in remembrance of the 9/11 First Responders.

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 14 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 June 2018 EKCEP board meeting, which had previously been distributed to the members. Rick King made a motion to approve the minutes as distributed. The motion was seconded by Brad LeMaster. 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.

### **Contractor Activity Performance Reports**

Jeff Whitehead, EKCEP Executive Director, began the meeting by discussing the "Contractor Activity and Performance" for the first quarter of the Program Year. EKCEP's Program Year begins July 1 each year and goes through June 30. The contracts with the Community Action Agencies have a performance standard attached to them. Jeff Whitehead explained the chart of "goal" versus "actual" on contractor's performance.

Jeff Whitehead discussed Labor Exchange. Labor Exchange is basically connecting the right employee to the right employer.

A video was shown to the group discussing the Growth Train Program.

Ian Mooers, EKCEP's Economic & Entrepreneur Liaison, discussed Export Accelerator training with the Kentucky World Trade Center. This training is currently offered only in Louisville, Ky. Our hopes are to bring this training to businesses in different regions of the state.

Jeff Whitehead returned the discussion to the Performance Report review.

Jeff Whitehead asked the group to look at the article written by Tami Luhby with CNN. The article is just one of the many Paths2Promise participant success stories.

A video was shown to the group that was also shown at the SOAR Summit. The video was related to internet access and working remotely in Eastern Kentucky.

Jeff Whitehead discussed Silverliner, Talent Pipeline Management, Addiction Recovery Care, Lineman Training, Medical Coding, M&L Electrical, Digital Careers Now, and UPS LOOP Program.

### **By-Laws – Proposed Amendment – Remote Communication**

Rick King, EKCEP Board Member, made a request to discuss the By-Laws Proposed Amendment agenda item next. John E. Pennington, EKCEP Board Chair asked for objections to the request, there were none, the request was granted.

Rick King was asked at the June 2018 EKCEP Board meeting, to add by-law language that would enable participation on the board to attend meetings telephonically/remote communications. Rick King asked the group to review the proposed by-law amendment which was placed in each “board packet”. The proposed amendment is located in Article III Section 9. Rick King stated a copy of KRS 273.195 Remote Communication is also included in the “board packet”.

Rick King made a motion to adopt this revision. The motion was seconded by Craig Hamilton. All voted in favor, none opposed.

Rick King suggested the Board should, shortly after approval-if approved, develop a policy that sets forth the parameters whereby the telephonic participation can be used.

Rick King will prepare a “draft” of the policy to review. Jamie Brunk made a motion to allow Rick King to prepare a “draft” of the policy. The motion was seconded by Connie Barnes. All voted in favor, none opposed.

### **Performance Negotiations**

Jeff Whitehead stated EKCEP has agreed, pending the approval of the Board of Directors and Workforce Innovation Board, to accept the state’s negotiated performance rates for Program Year 2018-2019.

Craig Hamilton made a motion to agree to the state rates. The motion was seconded by Connie Barnes. All voted in favor, none opposed.

### **Grant Applications**

Jeff Whitehead reviewed some grant applications that EKCEP is working on. Eastern Kentucky Addiction Recovery and Training (EKART); Community and Economic Development Initiative of Kentucky (CEDIK); and to extend our current US Department of Labor – Community Impact Grant.

### **Updates**

Kentucky Health, SNAP E&T, DOL Audit, and Committee Formation of the WIB.

Jeff Whitehead said one of the things the DOL was interested in was better policy concerning the priority of service for low income, basic-skills deficient individuals and veterans.

Jeff Whitehead said he was calling the WIB together to form a Strategic Planning and Policy Committee, basically joining two groups together.

**Meeting Adjourned**

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