



**Eastern Kentucky Concentrated Employment Program, Inc. Board of Directors
Meeting Minutes
June 11, 2019**

Attendees

EKCEP BOD's Members

Tim Bingham
Polly Arnold
Mark McKenzie
John E. Pennington
Shane Gabbard (Proxy – Paul Rose)
Curtis Davis (Proxy – Beth Spencer)
Dan Mosely
Connie Barnes (Proxy – Becky Miller)
Bishop Johnson
Rick King
Terry Adams
Walter Nixon
Chuck Caudill
Craig Hamilton
Phyllis Lawson
Luther Blanton (Proxy – April Vargas)
Joe Grieshop (Proxy – Donna Pace)

EKCEP Staff

Trish Adams
Jennifer Bergman
Travis Winkler
Jeff Whitehead
Sharon Poff
Owen Grise
Tonya Collins
Vanessa Collier
Bridget Back

GUESTS

Marnie Gamble
Wanda Thacker
Abby Little
Jill Blevins

Mike Buckles
David Carroll
Mona Whitaker
Amber Treverbaugh

Minutes

The Eastern Kentucky CEP Board of Directors held its quarterly meeting on June 11, 2019 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 17 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 March 12, 2019 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.

- 1) Funding - Jeff Whitehead discussed EKCEP Available Funding. He also discussed EKCEP's Budget for July 1, 2019 – June 30, 2020.
- 2) Participants – total served, total enrolled, total in training
- 3) Employers – Jeff Whitehead also discussed the employers, workforce recruitment services, and work-based learning.

Jeff Whitehead recognized Middle Kentucky and Daniel Boone CAP agencies for meeting 100% for all metrics in their contract.

New Year Projected Funding and Budget

Bridget Back, EKCEP's Research and Program Effectiveness Manager and Jeff Whitehead reviewed the funding and budget information beginning July 1, 2019 for each funding stream.

Kentucky Career Center JobSight Certification Review Team Letters and Recommendations for Approval

Jennifer Bergman, EKCEP's JobSight Services Director, informed the board all the KCC JobSight Centers have been certified. Included in the "board packets" were copies of the Career Center Certification Review Team letters.

John E. Pennington asked for a motion to approve the recertification recommendation. Craig Hamilton made a motion to approve. The motion was seconded by Tim Bingham. All voted in favor, none opposed.

Approval of MOU and infrastructure Funding Agreement, as Amended

Jennifer Bergman discussed the MOU and IFA certified centers. Jennifer explained the signature process, and we are waiting on the State to sign. Jennifer Bergman explained to the attendees, the EKWIB must vote on and approve, and we are hopeful that will take place on June 13, 2019 at the EKWIB quarterly meeting. Jennifer Bergman asked the EKCEP board to approve the agreement, based on expected amendments. Craig Hamilton made a motion to approve. The motion was seconded by Walter Nixon. All voted in favor, none opposed.

Jeff Whitehead recognized Jennifer Bergman's hard work and contribution to EKCEP. Jeff also told the group of Jennifer Bergman's decision to retire from EKCEP.

Recommendations to the EKWIB from the Youth Committee for Youth Program Awards

Jeff Whitehead discussed the EKCEP Youth Program RFP's. At the next EKWIB meeting, June 13, 2019, the Youth Committee Chair will ask the EKWIB to vote on approval to award the bids, based on negotiations.

Approval of Local Area Plan Update

Owen Grise, EKCEP Deputy Director discussed the update of our Local Area Plan. The draft "updated" plan was emailed to all EKCEP Board Members and all CAP Directors prior to today's meeting. Owen Grise asked if the EKCEP Board would approve the updated Plan. Craig Hamilton made a motion to approve. The motion was seconded by Dan Mosley. All voted in favor, none opposed.

Approval of EKWIB Recertification Application

Owen Grise, informed the EKCEP Board members the paperwork to recertify the EKWIB, as is, has been submitted to the state. This item was for informational purposes only.

EKWIB Member Renewals

Jeff Whitehead asked the EKCEP Board members to vote on allowing the EKCEP Board Chair, John E. Pennington, to have the authority to sign the paperwork allowing 14 of the current EKWIB members to renew their membership term on the EKWIB.

Dan Mosley made a motion to approve. The motion was seconded by Craig Hamilton. All voted in favor, none opposed.

Closing Comments

Jeff Whitehead discussed several projects/announcements in the EKCEP region. Specifically Dajcor, Silverliner, Logan Corporation, and eKART. Trish Adams, EKCEP Industry Liaison updated the EKCEP Board members on the progress of Dajcor.

Meeting Adjourned

John E. Pennington asked for other business. With no other business, the meeting was adjourned.