



**Eastern Kentucky Concentrated Employment Program, Inc. Board of Directors
Meeting Minutes
September 10, 2019**

Attendees

EKCEP BOD's Members

Judy Roark
Polly Arnold
Mark McKenzie
John E. Pennington
Shane Gabbard
Brad LeMaster
Dan Mosely
Jamie Brunk (Proxy-Marnie Gambrel)
Bishop Johnson
Terry Adams
Phyllis Lawson
Luther Blanton
Joe Grieshop (Proxy – Colby Kirk)

EKCEP Staff

Trish Adams
Melissa Quillen
Travis Winkler
Jeff Whitehead
Sharon Poff
Owen Grise
Tesa Turner
Vanessa Collier
Bridget Back
Joyce Wilcox
Michael Cornett

GUESTS

Donna Pace
Wanda Thacker
Jill Blevins
Christopher Chaney
David Carroll
Mona Whitaker
Brandon Robinson
Stephanie Bowman

Minutes

The Eastern Kentucky CEP Board of Directors held its quarterly meeting on September 10, 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 13 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 11, 2019 EKCEP board meeting, which had previously been distributed to the members. Brad LeMaster made a motion to approve the minutes as distributed. The motion was seconded by Shane Gabbard. 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.

Status Reports

Owen Grise, EKCEP Deputy Director, updated the board on the status of the redesign of the **East Kentucky Workforce Innovation Board Youth Program**. Owen Grise discussed the Training and Program Design Phase. Jeff Whitehead, EKCEP Executive Director, thanked the Community Action Partners for their hard work and dedication to the Youth Program redesign.

Melissa Quillen, EKCEP Project Manager, provided an update on eKART (Eastern Kentucky Addiction Recovery and Training). Each meeting attendee received an updated handout specific to eKART updates. Tesa Turner, EKCEP Success Coach/Grant Manager, discussed some specific successful referrals.

Melissa Quillen also discussed **S.I.T.E.** (Strategic Initiative for Transformational Employment). This is a statewide initiative offering support to employers and partners who assist workforce participants who have an addiction issue.

Michael Cornett, EKCEP's Director of Agency Expansion & Public Relations, discussed the TechHire initiative. Our most recent program is the **Cybersecurity Training program**. This training is expected to begin this month. The remote **Medical Coding Training program** began in April 2019. Currently six individuals have received their certification and another six have completed the course and will take the national certification test in the near future. The **Teleworks USA initiative** is continuing and providing valuable assistance to individuals seeking remote work opportunities.

Bridget Back, EKCEP's Research and Program Effectiveness Manager, discussed the status of the three current **National Emergency Grant applications**. The **Mining Industry Grant** serves dislocated workers who worked directly in the mining industry. The **Community Impact Grant** serves dislocated workers in non-coal mining industry. The **Bridges to Success** is a WORC Grant. All three of the mentioned grants should be awarded by September 30, 2019.

Jeff Whitehead discussed **Employer/Sector-Based Services**. Jeff stated he was excited about our work with Talent Pipeline Management and our relationships with the healthcare industry and economic development.

Jeff Whitehead provided an updated to the EKCEP's Board of Directors on the Financial, Participants, and Employers status.

Workforce Services Middle Kentucky Community Action

Jeff Whitehead introduced Christopher Chaney and Stephanie Bowman with Middle Kentucky Community Action Agency. Jeff discussed the fact, Middle Kentucky CAA has met and exceeded all their goals. Stephanie stated some of the reasons Middle Ky CAA has been so successful is due to their work involving community outreach programs and their ability to work one-on-one with clients.

Regional Plan Approval

Owen Grise discussed the WIOA Regional and Local Plan Guidance. The Regional Plan update was discussed in the June 2019 meeting, this is a four year plan that is required under WIOA. We are required to update the plan at the midpoint, which is 2019. The State decided the regional parts were to be updated at a different time, the regional parts of the plan include TENCO and EKCEP combined. Shane Gabbard make a motion to approve the "Regional Plan". The motion was seconded by Dan Mosley. All voted in favor, none opposed.

EKCEP Strategic Planning Update

Jeff Whitehead discussed the Regional Strategic Plan update. Included in each board packet was a "draft" portion of the plan updates. Jeff Whitehead stated he will make a recommendation to the EKCEP's WIB that we do not depart from the first section of the plan pertaining to our mission, our values, and vision. Jeff stated this topic will not need a vote.

Announcements

John E. Pennington asked if any attendee had an announcement prior to dismissal. Shane Gabbard, Jackson County Judge Executive, discussed a newly prepared booklet pertaining to their new industrial park.

During lunch, Travis Winkler demonstrated the process of downloading East Kentucky Works Podcast.

Meeting Adjourned

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