



**Eastern Kentucky Workforce Innovation Board (EKWIB)  
Meeting Minutes  
September 12, 2019**

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**Attendees:**

**EKWIB Members**

Betsy Clemons  
Frank Dawahare  
Howard Blackburn  
Paul Dole – Proxy Ali Hill  
Sonya Bergman  
Tracey Smith  
Trina Allen  
Vic Adams – Proxy Jennifer Lindon  
Mike Caudill – Proxy Chris Bates  
Paul Patton  
Mike Lasslo  
Brent Sturgill  
Chuck Sexton – Proxy Ivy Stanley  
Janet Slayden  
Fran Feltner  
Keith Gabbard  
Kevin Chesnut  
Vince Minix  
Roger McGinnis

**EKCEP Staff**

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

**Guests**

Dylon Baker  
Sara Tracy  
Amber Teverbaugh  
Beth Spencer  
Stephanie Bowman

## Minutes

The Eastern Kentucky Workforce Innovation Board (EKWIB) held its quarterly meeting on September 12, 2019 in the boardroom at the Kentucky Career Center--JobSight, Hazard, Kentucky.

Howard Blackburn thanked the WIB members for electing him as Chairperson for the next three years. Sonya Bergman was elected as the Vice-Chair. Howard introduced Roger McGinnis as a new board member. Chuck Sexton will also be a new board member, but could not attend the meeting, his proxy was Ivy Stanley.

EKWIB's Chair, Howard Blackburn, called the meeting to order. Howard Blackburn asked for the roll call. Roll call resulted in 19 members being in attendance.

### Approval of Minutes

Howard Blackburn asked for a motion to approve the minutes of the June 2019 EKWIB meeting, which had previously been distributed to the members. Janet Slayden made the motion to approve the minutes. Tracey Smith seconded the motion. All voted in favor, none opposed.

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

### Status Report

Owen Grise, EKCEP's Deputy Director discussed the redesign of the **Youth Program**. EKCEP has contracted with Hasan Davis, to provide training to the contractors who will be handling the Youth Program. The contractor training workshops will be completed in September 2019. The contractors should be able to begin serving the youth in October 2019.

Melissa Quillen, EKCEP's Project Manager discussed the **eKART grant**, Eastern Kentucky Addiction Recovery and Training. This grant covers EKCEP's 23 county region. The goal of the program is to work with individuals who have gone through a substance abuse disorder treatment program, are in recovery, and wish to attain employment. This program also works with employers to assist them in becoming transformational employers.

Melissa Quillen discussed **SITE**, Strategic Initiative for Transformational Employment. This is a state wide effort.

Michael Cornett, EKCEP's Director of Agency Expansion & Public Relations, discussed EKCEP's **TechHire** initiative. A Cyber Security training program will begin September 30, 2019. This program will allow participants to earn credentials and work remotely to gain employment with companies who require specialized security certificates. Michael also provided an update on the Medical Coding Program and Teleworks USA.

Frank Dawahare stated he would like to see an “expense to job creation analysis”. Owen Grise said EKCEP can produce that information.

Bridget Back, EKCEP’s Research and Program Effectiveness Manager provided an update on three **emergency grant applications**. The Mining Industry Grant application is for dislocated coal miners and their spouses. The Community Impact Grant is to serve dislocated workers and non-coal mining industry workers. The WORC/Bridges to Success grant is a Department of Labor grant.

#### **Talent Pipeline Management: Health Care Collaborative**

Sara Tracy, Talent Pipeline Project Manager, Southeast region provided a presentation explaining the work of the Talent Pipeline Management group.

#### **Financial and Client Services Report**

Jeff Whitehead, EKCEP Executive Director discussed EKCEP’s Financial Report, Participant Report, and Employer Report.

#### **Workforce Services Middle Kentucky Community Action**

Jeff Whitehead discussed Middle Kentucky Community Action’s staff. Jeff Whitehead stated that contracts awarded to EKCEP contractors have goals attached. Middle Kentucky CAP Agency have met and exceed their goals. Stephanie Bowman with Middle Kentucky CAP, discussed some of the methods used to reach the goals for their agency. Stephanie said they communicate with employers in their area to identify their specific needs. Using this information, their agency is more able to connect job seekers with employers. Stephanie also said they assist employers with job fairs. Middle Kentucky staff members are also able to connect one-on-one with their clients.

#### **Regional Plan Approval**

Owen Grise discussed the WIOA Regional and Local Plan updates. An electronic version of the updates was provided to all WIB members on September 10, 2019. Owen explained the reasons for the mid-term updates. Owen discussed the process of approval. If EKCEP’s WIB approves the document today, the document will be publically posted for 14 days on EKCEP’s website to allow for any comments. After the 14 day posting, the document will be submitted to the State for approval.

Vince Minix made a motion to approve. Mike Lasslo seconded the motion. All voted in favor, none opposed.

### **Client Policy Approval**

Bridget Back discussed EKCEP Client Services Handbook for Adult and Dislocated Workers. This document is located on EKCEP's website. The reason for the discussion at today's EKCEP's WIB meeting was to ask for approval to update the policy to incorporate the State's new data management system language.

Sonya Bergman made a motion to approve. Janet Slayden seconded the motion. All voted in favor, none opposed.

### **EKWIB Strategic Planning Update**

Jeff Whitehead stated he was hopeful we would have the EKCEP WIB Regional Strategic Plan updates completed before December 2019. The purpose of the update is to better align our Regional Strategic Plan with the States Strategic Plan.

Jeff Whitehead stated he would like to meet with the Policy and Planning Committee a couple of times over the next month to create a useful document. Jeff Whitehead stated all the WIB members will also be invited to attend these meetings. A "draft" updated document will be presented to the full board in December 2019 for a vote.

### **Announcements**

Howard Blackburn asked the group for announcements. Jeff Whitehead asked the group to review the handout in the packet pertaining to "Goodwill Industries". Goodwill is interested in adding board members from this region to their board. Jeff Whitehead also asked the group to download East Kentucky Works podcast and the link was provided to each board member. Howard Blackburn reminded everyone of the next EKCEP WIB meeting on December 12, 2019.

### **Adjournment**

With no other business to discuss, the meeting was adjourned.