

MINUTES
SOUTH CENTRAL WORKFORCE DEVELOPMENT BOARD
BARREN COUNTY CAREER AND TECHNICAL CENTER
GLASGOW, KENTUCKY
November 15, 2018

Time & Place of Meeting

The South Central Workforce Development Board meeting was held at 8:30 a.m. at the Barren County Career and Technical Center, 491 Trojan Trail, Glasgow, Kentucky.

Members Present

Benny Lile; Beverly Tobin-Ford; John Conrad; Chris Boggs; Craig Browning; Bob Biltz; Dr. James McCaslin; Eileen Coleman; Treva Shirley; Rodney Rogers; Gretchen Bandy; Jason Cole; Kassie Celsor; Patrick Ross; and Ron Sowell.

Visitors Present

Regina Jackson; Robert Boone; Jon Sowards; Kim Myers; Diane Kelley; Brian Becker; Anthony Terlizzi; Amanda Pedigo; Bobbi Steelman; Amy Irwin; Bo Matthews; Michael Hale; and Will Perkins.

Ron Sowell recognized a quorum, called the meeting to order, and welcomed everyone.

Approval of Minutes

Motion by: A motion was made by Patrick Ross, seconded by Dr. James McCaslin, to approve the September 21, 2018 meeting minutes as presented.

Motion carried.

Barren County Interapt/Skills Presentation

Justin Browning, the Project Manager of BC Skills, with the Barren County School District, provided a presentation regarding the full-immersion programming training offered by the Barren County School District. Bo Matthews, the Superintendent, and Amy Irwin, the College and Career Development Coordinator, were also in attendance from the Barren County School District for this presentation.

Board Executive Staff Report

Robert Boone provided an update regarding ResCare Workforce Services. He advised he had stopped reimbursing ResCare in November 2017 due to file management and programmatic issues. ResCare was placed on a corrective action plan at that time. Due to on-going problems, on March 22, 2018, Robert Boone invited State monitoring. The State uncovered significant issues, and ResCare was notified in April 2018 that its contract with the Board was being

terminated. The Board began file cleanup in May 2018. Since that time, the State issued its monitoring report on June 22, 2018 with \$562,753.43 in total questioned costs. After the Board's first response to the State, the questioned costs were reduced by \$177,933.77. A subsequent ResCare review resulted in a reduction in total questioned costs by an additional \$104,540.11. On November 9, 2018, the Board received the State's final report reflecting a total of \$280,279.55 in total questioned costs. Because the Board never reimbursed ResCare for any of the questioned costs, the costs are technically not "disallowed," and the Board is not responsible for paying back any of the questioned costs to the State. At present, the Board is holding back approximately \$700,000 from ResCare until the issue is finally resolved.

Motion by: A motion was made by Beverly Tobin-Ford, seconded by Craig Browning, to direct Robert Boone and legal counsel to prepare a formal response to ResCare Workforce Services notifying ResCare of the Board's position in this matter. **Motion carried.**

Robert Boone also advised that he would like to dedicate the February and April 2019 Board member meetings to strategic planning for the new program year which will begin on July 1, 2019. He suggested that one of the areas of focus be on the current industry sectors and particularly the hospitality and professional service sectors, which appear to be broad and may not represent the best return on investment. He also advised that he and Jon Sowards had been working on a draft interim planning document for January-June 2019 and beyond which Jon Sowards reviewed with the Board. The planning document is a proposed strategy for how to grow the organization both internally and externally. The major categories include focus population analysis, priority sector analysis, and program development. The plan is to e-mail the draft planning document to the Board members, the chambers of commerce in the 10-county area, and the county judges-executive in the 10 county area and ask the stakeholders to provide input over a three-week period.

Board Chair Report

Ron Sowell advised that Lori Strumpf's contract with the Board will expire December 31, 2018. He recognized Lori Strumpf for being an integral part of the development of the Board and requested that the Board pass a resolution instructing him to send Lori a letter of appreciation.

Motion by: A motion was made by Craig Browning, seconded by Beverly Tobin-Ford, to pass a resolution instructing Ron Sowell to send a letter of appreciation to Lori Strumpf for all her efforts on behalf of the Board. **Motion carried.**

Release of RFP for Financial Auditing Services for the Workforce Board and Non-Profit Entity

Robert Boone advised that Bobby Webb, who had conducted last year's audit, had notified him that he was unable to conduct the audit for 2018. As result, the Board will need to issue an RFP for financial auditing services.

Motion by: A motion was made by Beverly Tobin-Ford, seconded by Gretchen Bandy, to release a request for proposals for financial auditing services for the Board and SCKY Foundation for Workforce Development, Inc. **Motion carried.**

Youth Council Appointment

Ron Sowell advised that Eric Sexton had expressed interest in serving on the Youth Council.

Motion by: A motion was made by Gretchen Bandy, seconded by Benny Lile, to appoint Eric Sexton to the Youth Council, effective immediately with his term ending June 30, 2021. **Motion carried.**

Board Oversight

- **Financial Report**

Robert Boone presented the financial report dated October 31, 2018. The available balance as of this date is \$2,014,954. Robert Boone also advised that the State recently notified him that the Board's funding will be \$56,000 less than the planning numbers in the budget. The shortfall will be absorbed by delaying the hiring of the executive assistant position and by leveraging grant funds.

Motion by: A motion was made by Patrick Ross, seconded by John Conrad, to approve the financial report as presented. **Motion carried.**

- **WIOA Title I Report**

Bobbi Steelman, with Career Team, provided a summary of activities for the period September 27, 2018-November 15, 2018. On the jobseekers side, services during this period were provided to 9 adult dislocated workers, 34 youth, and 31 trade. On the business services side, 30 new businesses were served, and 22 hiring events were held, with 35 employers attending and 312 jobseekers attending. Ninety-five jobseekers obtained employment from these events. She also advised that over 83% of the comment cards received during the third quarter strongly agreed that they were satisfied with their experience, and the remaining agreed. In terms of community outreach events, Career Team

has been involved in an international job fair, the Barren County Career Fair, and the Logan County Career & Technical Center affiliate site grand opening. She also advised that National Able had completed a technical monitoring of 10 random files and had found no issues.

- **WIOA Title II Report**

Dr. James McCaslin presented the Kentucky Skills U South Central Adult Education Report on behalf of Anna Larson who could not be in attendance. He indicated that Kentucky Skills U had had 670 total participants during the period July 1-November 14, 2018. Of that number, 118 are incarcerated, 269 are English language learners, 92 are low basic skilled adults with a high school diploma, 180 are high school drop-outs with academic ability below ninth grade, and 11 are high school drop-outs with academic ability ninth grade and above.

- **WIOA Title III Report**

Gina Johnston, the Regional OET Program Manager for Western Kentucky, could not be in attendance.

- **WIOA Title IV Report**

Jason Cole, with OVR, advised that the OVR fiscal year ended September 30, 2018. During the last two months, OVR had 47 applicants. During the period September 1, 2018-October 31, 2018, OVR accepted 102 applicants into the program and successfully closed 75 files. At the end of the fiscal year, OVR successfully closed 290 files. On October 31, 2018, OVR merged with the Office for the Blind, and the workforce areas are being realigned and going from 3 to 5 regions.

Strumpf Associates Contract Ending December 31, 2018

With the ending of the contract with Strumpf Associates, Robert Boone advised that the Partner Team and Business Solutions Team will become self-sufficient. Career Team will assume responsibility for the affiliate sites.

Affiliate Site Updates

Robert Boone advised that the Board currently has 18 total affiliate sites, with Metcalfe County being the latest addition. Robert Boone is working with the Barren County School District to have a site at the Barren County Career and Technical Center.

One-Stop Operator Update

Robert Boone reported that federal law requires the Board to have a one-stop operator that works with the Board but that is independent from the Board. The Board was granted a waiver to operate without a one-stop operator through December 31, 2018. However, a one-stop operator will need to be in

place by January 1, 2019. As result, a request for proposals has been released, and Lori Strumpf will facilitate the process so that Robert Boone can sit on the review committee.

Update on Executive Committee Meeting from September 28, 2018

Ron Sowell reported that the Executive Committee met on September 28, 2018 to review the benefit structure for employees. The Executive Committee approved a health benefit, a 401(k) benefit, life insurance, and long-term disability insurance. The Board will make a contribution to these benefit offerings. The Board is also making dental and vision insurance available at 100% employee cost.

2019 Workforce Board Meeting Schedule Doodle Poll

Robert Boone indicated that he will be sending out a Doodle poll to determine Board member availability for meetings during 2019. The Executive Committee will meet in December to approve the 2019 meetings schedule.

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

Approved: *Ronald H. Sowell*

Date: 04/04/2019

