

AGENDA
South Central WDB Board Meeting
May 17, 2018
8:30a – 10:00a

Location: SCKYCTC Glasgow Health Sciences Campus, Building D, Room 103

- I. Welcome and Approval of March 15, 2018 Minutes (Action) (Ron)**
- II. Board Chair's Report (Ron)**
- III. Recognition of Board Service for Terms Ending June 30, 2018 (Ron)**
- IV. President/CEO Report (Robert)**
- V. Fiscal Agent Update (Robert)**
- VI. Wage, Benefit, and Opening Survey Update (Robert)**
- VII. High School Career Pathways Initiative Update (Robert)**
- VIII. Executive Committee Update from May 14, 2018 (Ron)**
- IX. Policy and Legislative Committee Update (Robert)**
- X. Recommendation to Accept Adult/Dislocated Worker and Youth Direct Services Proposal (Discussion and Action) (Ron, Gretchen, and Robert)**
- XI. Recommendation to Accept Projected FY 2018-2019 Budget (Discussion and Action) (Robert)**
- XII. System Building Activities (Updates)**
 - Expanding Access through Affiliate and Satellite Sites (Update) (Robert)
 - Customer Satisfaction Quarterly Report (Robert)
 - Partner Team Progress (Update) (Robert)
 - Business Solutions Team (Update) (Robert)
 - New Center (Update) (Robert)
- XIII. WDB Oversight Reports (Information, Discussion, and Action)**
 - One-Stop Operator Report (Information) (Robert)
 - Fiscal Agent Report (Information) (Erin)
- XIV. Adjournment**

Upcoming Board Meetings

8:30 to 10:00 a.m.

- July 19: Franklin-Simpson Center of SKYCTC, Franklin
- September 20: Logan County Career and Technical Center
- November 15: Location to be determined

MINUTES
SOUTH CENTRAL WORKFORCE DEVELOPMENT BOARD
SKYCTC GLASGOW HEALTH CAMPUS
GLASGOW, KENTUCKY
May 17, 2018

Time & Place of Meeting

The South Central Workforce Development Board meeting was held at 8:30 a.m. at the SKYCTC Glasgow Health Campus, 129 State Avenue, Glasgow, Kentucky.

Members Present

Benny Lile; Beverly Tobin-Ford; John Conrad; Chris Boggs; Dana Russell; Don Howerton; Dr. James B. McCaslin; Eileen Coleman; Jason Cole; Patrick Ross; Randall Curry; Ron Sowell; Teresa Montgomery; Wayne Goodrum; and Lakeesha Tisdale.

Visitors Present

Regina Jackson; Mark Lord; Meredith Rozanski; Erin Ballou; Darlene K. Russell; Jimmy T. Isenberg; Paula Brooks; Ricky Wooten; Trista Adwell; Don Sergent; Angie Harlan; Jamie Spears; Terry Martin; and Rita Cropper.

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

Approval of Minutes

Motion by: A motion was made by Dr. James McCaslin, seconded by Patrick Ross, to approve the March 15, 2018 meeting minutes. **Motion carried.**

Recognition of Board Service for Terms Ending June 30, 2018

Ron Sowell reported that the terms for Board members Wayne Goodrum, Dana Russell, and Don Howerton were ending on June 30, 2018 and recognized and thanked them for their service.

President/CEO Report

Robert Boone reported that there had been many changes since the last meeting. The transition after the termination of the contract with ResCare Workforce Services has been running smoothly with a commitment toward uninterrupted services for customers. He recognized the work of Lakeesha Tisdale with OET, Jason Cole with OVR, and Strumpf Associates who have filled in many gaps. He reported that the WDB had been involved in seven hiring events in the last month.

Fiscal Agent Update

Robert Boone reported that he, Ron Sowell, and Simpson County Judge Executive Jamie Spears and Edmonson County Judge Executive Wil Cannon had served on the fiscal agent review team and had recommended National Able to serve in that role. The Barren River Local Elected Officials formally approved National Able at their last meeting. Robert Boone advised that National Able is located in Chicago and is a non-profit company. It has had 15 years of audit-free findings and has committed to travel to Kentucky as needed. The contract with National Able will be in the amount of \$85,000 for the 2018-19 fiscal year.

Wage, Benefit, and Opening Survey Update

Robert Boone reported that the Opening, Wage, and Fringe survey had been released to employers and that 205 responses had been received. While Robert Boone hopes additional responses will be forthcoming, the number received to date is sufficient to result in a relevant, significant survey that will provide beneficial data for the 10-county area.

High School Career Pathways Initiative Update

Robert Boone reported that the High School Career Pathways Initiative grant had resulted in significant work with approximately 250 high school students in the area. The three phases of this initiative include a brief presentation about resume' writing and workplace skills, registration in the state FOCUS system (job portal and resume' preparation), and assistance with job placement. The grant will not expire until December 2018, so the WDB will be working with additional high school students in the fall. The focus is on students who do not intend to pursue post-secondary education.

Executive Committee Update from May 14, 2018

The Executive Committee met on May 14, 2018. One of the items for discussion was the SNAP E&T contract. The workforce development boards across the state have been in discussion with the State about the contract. The local boards have concerns about contractual language that would require the boards to be involved in verifying the employment status of program participants. We are negotiating to eliminate this requirement as we believe this role is better suited for the Cabinet for Health and Family Services. We also have concerns about the definition of employment. The WIOA only recognizes full-time employment while the SNAP E&T contract defines employment as 20 hours or more. The SNAP E&T definition could negatively impact our performance under the WIOA. The Executive Committee gave Robert Boone permission to continue negotiations with the State and to sign the contract if the outstanding issues are resolved to the satisfaction of Robert Boone, Lori Strumpf, and legal counsel.

Ron Sowell expressed concern that the lack of regular attendance by some Board members is resulting in certain communities not being represented well on the Board. In order to overcome this obstacle, he will be asking the Barren River Local Elected Officials to remove Board members who do not regularly attend meetings.

Ron Sowell additionally reported that the Executive Committee discussed the staffing needs of the WDB. Robert Boone has expressed the need for additional staff.

Policy and Legislative Committee Update

Robert Boone reported that the Policy and Legislative Task Force would be meeting on June 6, 2018 and will begin working on a proposed policy framework for consideration by the Board.

Recommendation to Accept Adult/Dislocated Worker and Youth Direct Services Proposal

Robert Boone reported that the WDB received three proposals for adult, dislocated worker, and youth services and one proposal for youth services alone. The RFP review team consisting of Robert Boone, Ron Sowell, Gretchen Bandy, and a non-profit CEO elected to interview two of the entities making proposals. Based on the interviews, Career Team stood out as making the best proposal. Career Team is based in Connecticut and presented an innovative approach to providing services. The RFP review team was impressed with Career Team's staffing model in that their staff are trained to be generalists who can work with any customer who needs assistance. The projected budget for this work is a little over \$1,000,000, and Career Team has made a request for \$1,600,000. If approved, the WDB will negotiate with Career Team on the total cost. The goal is that Career Team will hire locally but will provide corporate support. The contract would be for one year with the option to extend. The plan is that all files will be reviewed before the new vendor begins to insure that files are as correct as possible.

Motion by: A motion was made by Wayne Goodrum, seconded by Mayor Randall Curry, to accept the proposal of Career Team as the one-stop adult, dislocated worker, and youth services provider with final contract negotiations to be completed by Robert Boone. **Motion carried with Dr. James McCaslin and Lakeesha Tisdale abstaining.**

Recommendation to Accept Projected FY 2018-2019 Budget

Robert Boone presented the budget for FY 2018-2019. He advised that the budget is only a projection because the State has yet to provide allocation amounts for the fiscal year encompassed in the budget, and he has held back invoices from ResCare due to potential disallowed costs. Both of these

variables potentially impact the budget projection significantly. He additionally advised that two new items are included in the budget. These are salaries for 2 ½ additional employees. Robert Boone would like to employ a vice president of operations/special projects, an executive assistant, and a part-time grant writer. The second new item is a one-time expense for new office furniture. The Barren River Local Elected Officials must also approve the budget.

Motion by: A motion was made by Beverly Tobin-Ford, seconded by John Conrad, to approve the FY 2018-2019 projected budget as presented. **Motion carried.**

System Building Activities

- Expanding Access Through Affiliate and Satellite Sites
 - Within the last year, the WDB has expanded from zero to 15 affiliate sites which gives the Board a regional presence. The most recent site to be added is in Logan County. Traffic flow at the sites is positive.
- Customer Satisfaction Quarterly Report
 - A customer satisfaction icon has been added on the computers, and to date 66 responses have been received. They have been positive.
- Partner Team Progress
 - Robert Boone advised that the partner teams are making progress, and he is working with iDashboard to add a dashboard so that partner productivity can be reported and tracked.
- Business Solutions Team
 - The goal of this team is to develop a single point of contact for employers and customers so that all partners are working more closely together.

New Center

Robert Boone reported that he and others recently toured Stadium Park Plaza as a potential new Bowling Green office space. The second and third floors are available, and the space is not finished. The available square footage would allow partners to co-locate and would provide for a more aesthetic environment.

WDB Oversight Reports

- One-Stop Operator Report

- Robert Boone reported that he has not approved ResCare invoices since November 2017. Before invoices are approved, he needs to be sure that there are not going to be any disallowed costs.
- Fiscal Agent Report
 - Erin Ballou, with the City of Bowling Green, presented the financial report dated April 30, 2018. The available balance as of May 9, 2018 is \$2,476,735. Robert Boone indicated that no funds would be returned to the State.

Motion by: A motion was made by Teresa Montgomery, seconded by Beverly Tobin-Ford, to approve the monthly financial report as presented. **Motion carried.**

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

Approved:  _____

Date: 7-19-18 _____