

MINUTES
SOUTH CENTRAL WORKFORCE DEVELOPMENT BOARD
ZOOM CONFERENCE
February 10, 2022

Time & Place of Meeting

The South Central Workforce Development Board meeting was held at 8:30 a.m. via Zoom Conference and in person at 2355 Nashville Road, Bowling Green.

Members Present

Beverly Tobin-Ford; Bob Biltz; Carol Elliott; Chris Boggs; Elizabeth Woosley; Gretchen Bandy; Kassie Celsor; Randall Curry; Rebecca Stone; Robin Amonett; Ron Wilson; Roxana Robinson; T.J. Shockley-Hunt; and Treva Shirley.

Visitors Present

Regina Jackson; DaRhonda Hawthorne; Jon Sowards; Dr. Kim Myers; Myra Wilson; Aaron Poynter; Lyndsey Brown; Jessica Calvert; Khalid Qazi; Brian Becker; Leslie Witty; Judge Mason Barnes; Judge Tim Flener; Frank Garabato; Jana Shell; Bill Sandell; Matt Bacon; Charles Botts; Sandra Baker; Robert Boone and Anthony Terlizzi.

Gretchen Bandy welcomed everyone to the meeting. She recognized a quorum and called the meeting to order. She explained that as Board Secretary, she would be leading the meeting today due to the unexpected passing of the SCWDB Chairman, John Conrad. Gretchen welcomed two new board members: Deanna York (Monroe County/Monroe County Industrial Authority) and John Eaton (Simpson County/Multi-Tech Industries).

Special Comments

Jon Sowards also welcomed everyone to the meeting. He let everyone know of the funeral arrangements for John Conrad and continued to recognize John Conrad for the work he had done for the SCWDB and within the community.

Jon gave an overview of the meeting and explained that per the Bylaws, the Workforce Board Secretary, Gretchen Bandy, stands in during the Board Chair's absence. Gretchen will lead through agenda item VI, appoint interim chair. At that point, the Interim Board Chair will lead the meeting.

Approval of Minutes December 9, 2021

Motion by: A motion was made by Robin Amonett, seconded by Kassie Celsor, to approve the December 9, 2021 meeting minutes as presented. **Motion carried.**

Executive Committee Update from January 13, 2021

Gretchen Bandy provided a summary of the Executive Committee that occurred on January 13, 2022. Updates were given on Commonwealth Coders, KARES, My Workforce Future and the Tornado Grant funding of \$1.0M. Gretchen stated that those items would be discussed in greater detail during today's meeting.

Update on Board Structure

Jon Sowards updated that the SCWDB Board is made up of 23 members. Ending December 2021, the board had 2 vacancies which were filled by Deanna York and John Eaton. Within the last 10 days, the board has experienced more 5 vacancies.

- John Conrad – passed away on February 2.
- Melissa Mudd – will be running for elected office and asked to be removed.
- Pat Ross – has schedule conflict.
- Destiny O'Rourke – changed jobs and does not have available time.
- Anna Larson – changed jobs with State and her replacement will take her seat.

Jon has been in conversation with each county Judge Executive to fill the available seat in their county. The open seats have also created open leadership vacancies. The Board will be asked to appoint an Interim Board Chair and Chair, Nomination Committee. Will also be requesting volunteers to serve as the next Board Chair. If interested, contact DaRhonda Hawthorne for a form to complete for the Nomination Committee by February 25. Nomination Committee will convene early March and make formal recommendation to the Executive Committee on March 11. Full Board will vote on April 14.

Appoint Interim Board Chair

Gretchen Bandy stated that upon consultation with Regina Jackson, it is recommended that the Board officially appoint an Interim Board Chair. This person will serve as the Interim Board Chair until such time as a nomination and selection process can take place to appoint a new Board Chair. The Interim Board Chair will be able to convene meetings and sign documents for the duration of their service. Gretchen stated that as Vice Chair of the Workforce Board, Treva Shirley has volunteered to serve as the Interim Board Chair and asks the Board to nominate Treva to serve in that capacity.

Motion by: A motion by Chris Boggs, seconded by Elizabeth Woosley, to appoint Treva Shirley as the Workforce Board Interim Chair until such time as a nomination and selection process can take place. **Motion carried.**

Appoint Chair, Nominating Committee

Treva Shirley explained that Pat Ross was one of the departing Board members and he was the current Chair of the Nominating Committee. His departure has created a vacancy in that position. Robin Amonett has volunteered to serve as Chair of the

Nominating Committee. Treva ask the Board to move to nominate Robin to serve in this role.

Motion by: A motion by Gretchen Bandy, seconded by Randall Curry, to appoint Robin Amonett as the Chair of the Nomination Committee, as presented. **Motion carried.**

Fiscal Agent Services RFP

Jon Sowards shared that the current contract for Fiscal Agent Services (currently National Able) expires on June 30, 2022. The Request for Proposal (RFP) for Fiscal Agent Services goes through the Local Elected Officials (LEOs). Jon asked that the Board approve the release of the RFP, contingent upon review and approval by Regina Jackson, the Kentucky Department of Workforce Investment and CLEO.

Motion by: A motion by Beverly Tobin Ford, seconded by Kassie Celso, to approve the release of the RFP for Fiscal Agent Services, as presented. **Motion carried.**

Financial Report

Khalid Qazi presented the financial update through December 2021. Khalid explained that the revenue and expense summary budgeted annualized revenues are \$2,488,659, YTD budget is \$1,576,718 and actual revenues are \$1,616,063 leaving a favorable variance of \$39,345. Expenses are also in a favorable position of \$71,696. All financial activities are on track.

Motion by: A motion was made by Robin Amonett and seconded by Randall Curry, to approve the financial report as presented. **Motion carried.**

Strategic Goals

Tornado Relief Efforts

Brian Becker spoke of the tornados that impacted the South Central area and the efforts that have been taken since the storms. Brian stated that special dislocated worker grant funding became available. The Board submitted a several drafts and were ultimately awarded \$1 million to use over the next two years. This special funding required policies to be crafted, approved, and put in place. An employer survey was distributed to identify impacted businesses and employees. This connected them to the Disaster Unemployment Assistance (DUA). This then turned into coordinating how to host state employees who handle UI claims. Brian and Jon were invited to weekly tornado response convenings of high-level leaders and organizations assembled by local government.

Brian explained that the National Dislocated Worker Tornado Recovery Grant would include the following activities over the next two years:

- Hire a New American Workforce Navigator (SCWDB position)

- Hire a Disaster Recovery Career Advisor (Career Team position)
- Fund 10 x Humanitarian Assistance roles
- Fund Work Experience and/or OJT roles
- Fund training costs for EMTs; Line Installers; Heavy Equipment Operators; CDL, CNA, Phlebotomy, etc.
- Fund Supportive Services for Humanitarian, WEX and/or OJT roles.

2022 Road Map. Jon Sowards shared a presentation would show how the SCWDB and its partners will continue to grow and evolve in 2022. Jon shared number of South Central workforce participation of approximately 85K not working in our region. Within the last 30 days, 8,800+ open jobs with 1,034 KCC Visitors in January 2022. Initiatives will be to Get Out, Get Data and Get Real.

Get Out –

- Deploy our services to proactively meet and serve customers where they are. Plan to identify at least 1-3 locations per county (recovery houses, community centers, schools, etc.) to provide services.
- Deploy either CDO or CT staff for 4-6 hours to engage customers; frequency is 1 or more times per month. Provide Wagner-Peyser career services assistance and/or WIOA services.
- Talent Tuesdays hiring events. Starting February 2022, SCWDB plans to host a monthly hiring event that will move around the region to support all employers.
- Post-Secondary Student Outreach. Partnered with SKYCTC and WKU for Matt Bacon to provide career services on site at each campus.

Get Data –

- Job Seeker Supply Snapshot. Brian Becker will track the channels job seekers are using, type of job seeker and type of referral.
- Access UI List. The KY Labor Cabinet is going to grant access to Unemployment Insurance list. This will occur around May 1st, upon completion of a DOL audit. WF Boards will need guidance/ parameters from the Labor Cabinet for use of the list. This will allow us to proactively reach out to persons on UI to offer employment assistance.

Get Real –

- Convene conversation and/or working groups with community influencers to develop strategies for inspiring people to return to work.
- Discuss benefits that come from working: mental, social, physical, financial.
- Develop messaging for different target audiences.
- Develop pathways to make it easier to enter high demand, high skill, high wage jobs

Final Questions/Discussion

Public Comment

<<there were no public comments>>

The next Board meeting will take place on April 14, 2022 (Hybrid format). In-person, South Central Workforce Development Board Office, 2355 Nashville Rd., Bowling Green.

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

Approved: Trena J Shirley

Date: 4/14/22