

**MINUTES OF THE  
LINCOLN TRAIL WORKFORCE DEVELOPMENT BOARD  
December 17, 2019**

The Lincoln Trail Workforce Development Board (LTWDB) met on Tuesday, December 17, 2019 at 11:30 am EST, at the Lincoln Trail Area Development District (LTADD) office in Elizabethtown.

In the absence of Chair Dean Schamore, Trish Niles, Vice-Chair, called the meeting to order after determining quorum requirements had been met.

The meeting continued with the reciting of the Pledge of Allegiance.

Vice-Chair Niles welcomed new Board members Scott Lusk and Mark Nelson along with guests Jessica Ward, Heartland Communications Consultants (HCC), and Beth Avey, Knox Regional Development Alliance (KRDA).

**ACTION ITEMS**

**Minutes – Board Meeting – September 17, 2019**

After review of the September 17, 2019 LTWDB minutes, Al Rider made a motion to approve the minutes as presented, Chris Cottrell seconded; motion carried.

**Executive Committee Report – November 20, 2019**

Myra Covault made a motion to approve the Executive Committee report for the full Board to take actions approved by the Executive Committee. Julie Brown seconded; motion carried.

**DISCUSSION/UPDATE ITEMS**

**Workforce Crisis Taskforce**

Katie Stewart Dorfman, with Strategy Matters, provided an update, via video-teleconference, on activities of the Workforce Crisis Taskforce (WCTF). Ms. Dorfman began with a brief history of the strategic plan implementation process that had occurred over the past two and a half years and indicated the three WCTF subcommittees were still going strong. She stated that goals for the current year were to expand committee efforts to ensure region-wide participation as well as encourage interaction between the committees. Ms. Dorfman indicated some of the items to be addressed for the coming year included criminal record expungement, business sponsored childcare centers, promoting work-based learning opportunities with businesses and students, poverty simulation events and exploring how to replicate the WCTF structure with Chambers of Commerce. Ms. Dorfman stated the activities would culminate with the annual WCTF summit in June 2020.

## **Heartland Communications**

Jessica Ward, with HCC, provided a quarterly update on the communication plan and phase two of the marketing plan. Ms. Ward shared information about the Work Matters column as well as activities supporting the WCTF which included a video on work-based learning opportunities and the Growing Business Engagement newsletter. Ms. Ward indicated that phase two was in progress with the “Your Career is Here” series of videos highlighting occupations in high priority sectors being played on Facebook ads and YouTube. Jobseeker and employer services ads were created to target these audiences as well. Ms. Ward indicated that due to the campaign being mainly digital, HCC would be able to monitor usage, results and demographics and would be reviewing monthly to determine the best use of budget resources.

## **ECTC Coding Academy**

Megan Stith, with ECTC, provided an update on the Coding Academy project. Ms. Stith stated the project was the result of a partnership between Elizabethtown Community and Technical College (ECTC) and the KRDA with support from the LTWDB and Statewide Reserve funding. She indicated the focus of the project was to provide high school seniors with Java certification skills to fill high paying jobs with contractors on Ft. Knox. Project staff were in the process of recruiting and screening potential students to start in February. Ms. Stith mentioned high school seniors who had met graduation requirements would be able to graduate with the certifications and start a job right away earning in the \$65,000 range. Ms. Stith stated the long-term vision was to apply the model to other training opportunities to meet local job demands throughout the region.

## **KCC Facilities ADA Compliance**

Stan Carton, chair of the Individuals with Disabilities committee, provided an update on the ADA compliance status of the comprehensive center in Elizabethtown and the affiliate sites in Bardstown, Lebanon and Leitchfield. Mr. Carton indicated the primary focus of the committee was to ensure all of the locations were ADA compliant. Mr. Carton stated the committee reviewed accessibility reports issued by the previous State ADA Coordinator, Carol Weber, for each site. The reports contained a summary of the review as well as recommendations for compliance. Mr. Carton indicated Carter Dyson, One Stop Director, was working with each location to implement the recommendations. Mr. Dyson shared that new State ADA Coordinator, Larry Perkins, recently reevaluated the Elizabethtown center and provided revised compliance recommendations which were less stringent than what was outlined in the original review. Based on this information, the Individuals with Disabilities Committee asked Mr. Dyson to reach out to Mr. Perkins to conduct similar follow up reviews at the affiliate sites. Mr. Dyson indicated the request had been made and he was waiting for a confirmation from Mr. Perkins that this could be done. Stan Carton made a motion that the accessibility report from Larry Perkins be made part of the minutes. Tom Renfrow seconded; motion carried.

## **New Administration**

Sherry Johnson provided an update on the new administration sharing that the Lieutenant Governor would have a dual role also serving as the Secretary of the

Education and Workforce Development Cabinet. Deputy Secretary Josh Benton would remain in his current position overseeing the workforce side of the house.

Regarding the ADA compliance issues, Ms. Johnson stated the Career Center in Elizabethtown was assessed for compliance when it was being designed and built. There was one issue identified after construction that was corrected. Ms. Johnson made a request to Elizabeth Hack, and other Cabinet agency representatives in attendance, to express the need at the State level for consistency in the review of career center and affiliate sites.

Ms. Johnson commented on the Strategy Matters presentation regarding the decline in traffic at the Kentucky Career Center-Lincoln Trail sites. Ms. Johnson stated the primary reasons for the decline were the 2017 reorganization of the former Office of Employment and Training, which resulted in the removal of unemployment insurance from local Career Centers, and the low unemployment rate. Carter Dyson provided a handout to board members showing a comparison of career centers in three other local workforce areas and all had reduced numbers. Ms. Johnson also thanked Myra Covault and Hardin Memorial Hospital for implementing the expungement pilot.

Ms. Johnson indicated she recently participated in a discussion in Grayson County to address childcare, transportation and housing issues and that it tied in to the work of the WCTF. As a result of the meeting, Community Action agreed to conduct a pilot with one employer to begin addressing the transportation issues. Ms. Johnson agreed to connect the group with the WCTF Growing Business Investment committee to discuss ways to address the childcare issues. Lance Blanford stated there was a meeting planned with Strategy Matters on February 10th to discuss forming a childcare committee and asked Ms. Johnson to extend the invitation to the Grayson County group. Ms. Johnson shared that the workforce participation rate had risen by three percentage points since the WCTF was formed. Mr. Blanford also mentioned the meeting with Strategy Matters in February would include a discussion with local Chambers and Economic Development regarding the Bardstown-Nelson County Chamber's alignment with the WCTF committees and how that might be replicated in other counties and possibly throughout the State.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

None

### **ADJOURNMENT**

With no further business to discuss, Lance Blanford made a motion to adjourn. Tom Renfrow seconded; motion carried.

**LINCOLN TRAIL WORKFORCE DEVELOPMENT BOARD**  
**ATTENDANCE SHEET**  
**December 17, 2019**

**MEMBERS PRESENT:**

Lance Blanford  
Julie Brown  
Jennifer Carman  
Stan Carton  
Chris Cottrell  
Myra Covault  
Greg Gribbins  
Patricia Krausman  
Jenny Lampton  
Scott Lusk  
Trish Niles  
Mark Nelson  
Jim Rachlin  
Tom Renfrow  
Al Rider  
Megan Stith (Proxy Dr.  
Juston Pate)

**MEMBERS ABSENT**

Joe Ashley  
Daniel Carney\*  
Anna Larson  
Randy Madden  
Ken Ritchie\*  
Rep. Dean Schamore\*

**STAFF**

Angela Crenshaw  
Carter Dyson  
Sherry Johnson  
Jackie Masterson  
Jim Skees

**GUESTS**

Beth Avey  
Elizabeth Hack  
Paula Snyder  
Jessica Ward

\*Denotes excused absence