

**MINUTES OF THE
LINCOLN TRAIL WORKFORCE DEVELOPMENT
BOARD
Executive Committee
May 20, 2020**

The Lincoln Trail Workforce Development Board (LTWDB) Executive Committee met virtually on Wednesday, May 20, 2020 at 11:30 am EDT via Zoom.

MEMBERS PRESENT

Lance Blanford
Stan Carton
Chris Cottrell
Myra Covault
Trish Niles
Jim Rachlin
Dean Schamore

MEMBERS ABSENT

STAFF

Angela Crenshaw
Carter Dyson
Sherry Johnson
Jackie Masterson
Jim Skees

GUESTS

**Denotes excused absence*

Chairman Dean Schamore called the meeting to order after determining quorum requirements had been met.

ACTION ITEMS

Consideration of Minutes – February 19, 2020

After review of the February 19, 2020 Executive Committee minutes, Chris Cottrell made a motion to approve the minutes as presented, Stan Carton seconded; motion carried.

COVID-19 Policy

Sherry Johnson presented the COVID-19 policy to the committee and indicated the purpose was to identify processes that were now being done remotely as a result of the COVID-19 situation. Myra Covault made a motion to approve the COVID-19 policy, Chris Cottrell seconded; motion carried.

Set Agenda for June 16th Board Meeting

Committee members discussed the agenda for the June 16, 2020 Board meeting. Ms. Johnson indicated the meeting would be held via Zoom. Ms. Johnson stated there were no current plans for the Area Development District office to reopen for normal business and would probably go to limited opening in the next week or two. The committee members agreed on the following agenda items for the June meeting:

- Approval of yearly budget. The Funding committee reviewed and will make recommendation to full Board.
- Approval of new budgets for multiple year contracts for outreach with Heartland Communications Consultants and One Stop Operator and Direct Services with the Lake Cumberland Area Development District. The Funding committee reviewed and will make recommendations to full Board.
- Discussion regarding the new normal for businesses and reopening of the economy. Ms. Johnson highlighted the success story with Hardin Memorial Hospital's expungement program and how it serves as an example for other businesses.

Strategic Plan Post June 30, 2020 – What's Next?

Ms. Johnson indicated she reached out to Strategy Matters to ask them to do a refresh of the strategic plan in the remaining time of their contract. Strategy Matters agreed to contact their local business connections to identify what a new normal might look like for the next year for businesses. Ms. Johnson stated this would buy time to determine next steps in bidding out future strategic plan services.

DISCUSSION ITEMS

Lance Blanford provided information on the reopening of daycare centers and stated June 15th was the targeted reopening date identified by the State. Mr. Blanford indicated the bigger issue was the State had not issued any regulations or guidelines for reopening. Mr. Blanford stated he was part of a State taskforce providing recommendations to the Governor and emphasized several issues could impact the ability for centers to reopen and support would be needed.

Trish Niles indicated Mid-Park continued to operate during the COVID-19 situation and business was still increasing. Ms. Niles stated she was still looking to hire ten more people. Sherry Johnson stated that MTD had begun laying off and may be potential job candidates. Ms. Niles stated they had hired several MTD employees. Ms. Johnson offered to post open positions on the Career Center social media sites.

Ms. Johnson provided information on the issues being experienced with the State's Unemployment Insurance (UI) program. Chairman Schamore indicated that he had been involved in connecting individuals with UI assistance and commended staff for their help. Ms. Johnson indicated that Career Center staff had gone above and beyond in their efforts to provide assistance and would like to formally recognize them when things settle down.

Ms. Johnson informed the committee that WIOA Career Managers would be providing Wagner Peyser services to MTD employees under the Trade petition. These services would normally be provided by Career Development Office (CDO) staff, but due to CDO staff focusing on UI claims, Ms. Johnson volunteered the WIOA staff to perform these services. Ms. Johnson stated she anticipated an influx of training services in August.

Ms. Johnson indicated the State received a National Dislocated Worker Grant for COVID-19. The initial award was six million dollars with up to twenty-five million dollars available. Each local workforce area has the opportunity to submit an application for a portion of the funding. Ms. Johnson stated the application for the Lincoln Trail region would include a two-pronged approach focused on temporary employment opportunities in humanitarian aid positions and short-term training. Ms. Johnson indicated she was working with Central KY Community Foundation to identify agencies for the humanitarian aid piece. Ms. Johnson stated that CNA and CDL classes would also be offered, based on needs identified by Talent Pipeline Management (TPM) data. The primary focus would be to serve individuals in low wage jobs that may not get called back and need to make career changes or upgrade skills. Ms. Johnson added the grant would also include OJT slots to meet industry needs.

Ms. Johnson indicated the Career Centers were currently closed to the public due to the COVID-19 situation but staff had been able to continue providing services remotely. Ms. Johnson stated the Board would have a major role in the reopening of the Career Centers and safety would be a top priority for staff and customers. She shared that Carter Dyson was currently working with partners and other One Stop Directors on a reopening plan for the Career Centers with an emphasis on safety.

Jim Rachlin shared that a formal summit would not be held this year but a workforce report and working meeting to get local communities involved would occur on June 15, 2020 via Zoom.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ADJOURNMENT

With no further business to discuss Stan Carton made a motion to adjourn, Jim Rachlin seconded; meeting was adjourned.