

**MINUTES OF THE
LINCOLN TRAIL WORKFORCE DEVELOPMENT
BOARD
Executive Committee
June 21, 2022**

The Lincoln Trail Workforce Development Board (LTWDB) Executive Committee met, in lieu of the regularly scheduled full Board, on Tuesday, June 21, 2022 at 11:30 am ET.

MEMBERS PRESENT

Lance Blanford
Stan Carton
Myra Covault
Trish Niles
Jim Rachlin

LTWDB MEMBERS PRESENT

Jerry Dubree
Tom Renfrow
Sarah Smith

GUESTS

Andy Hightower
Lori Strumpf
Stephanie Wetzel

MEMBERS ABSENT

Chris Cottrell*

STAFF

Angel Crenshaw
Sherry L. Johnson
Jackie Masterson
Jim Skees

**Denotes excused absence*

Trish Niles, Chair, called the meeting to order after determining quorum requirements had been met.

ACTION ITEMS

Consideration of Minutes – May 18, 2022

After review of the May 18, 2022 Executive Committee minutes, Myra Covault made a motion to approve the minutes as presented, Jim Rachlin seconded; motion carried.

Consideration – Local Grant Subrecipient/Administrative Entity Designation by Lincoln Trail Development Association

Sherry Johnson informed the committee that a recent change to State policy allowed for the Local Elected Officials (LEO's) to designate the Local Grant Subrecipient/Administrative Entity to receive funding and oversee the Workforce

Innovation and Opportunity Act (WIOA) program on their behalf. Previous State policy for the last four years required this to be procured. Ms. Johnson indicated the eight County Judge Executives met on May 18, 2022 to discuss options and selected the Lincoln Trail Area Development District (LTADD) to be the Local Grant Subrecipient/Administrative Entity. They oversee the funds and perform programmatic functions and the LEO's retain liability for the funds. Stan Carton made a motion to accept, on behalf of the LTWDB, the County Judge's recommendation that the LTADD serve as the Local Grant Subrecipient/Administrative Entity on behalf of the LTWDB, Myra Covault seconded; motion carried.

Consideration – Nominating Committee Report

Jackie Masterson reported the Nominating committee met on June 1, 2022 to recommend a slate of Officers for the term beginning July 1, 2022 as well as ensure membership renewals and vacancies were completed. The recommendation of the committee was to keep the current slate of Officers as well as accept the membership renewals and vacancies as presented by LTWDB staff. Lance Blanford made a motion to accept the Nominating Committee's recommendation. Myra Covault seconded; motion carried.

Chair – Trish Niles

First Vice-Chair – Myra Covault

Second Vice Chair – Lance Blanford

Secretary/Treasurer – Jim Rachlin

Consideration – WIOA Title I and final Hightower Workforce Initiatives (HWI) Budget – July 1, 2022 - June 30, 2023

Angela Crenshaw presented information on behalf of the Funding committee regarding consideration of the HWI Fiscal Year (FY) 23 line item budget as well as the projected FY 23 LTWDB budget. Ms. Crenshaw referred committee members to the specific budget information in the meeting packet. Myra Covault made a motion to accept the HWI FY 23 budget as well as the FY 23 projected LTWDB budget. Jim Rachlin seconded; motion carried.

Consideration One Stop Memorandum of Understanding (MOU) /Infrastructure Funding Agreement (IFA)

Lori Strumpf provided background information regarding the MOU and IFA process and indicated they were in the process of updating both documents. The State created a template to be used and multiple partner meetings were held to discuss and determine information to be included. They were currently working on collecting signatures from mandatory partners and had most of them with the exception of the State agencies. Ms. Strumpf indicated the documents were due to the State on July 1st. Andy Hightower provided detailed information about the IFA. Sherry Johnson stated Wagner Peyser, Unemployment Insurance and Office of Vocational Rehabilitation would not sign until

reviewed by their legal counsel. Ms. Johnson asked the Executive Committee to approve the MOU without the State signatures so the deadline is met. The IFA would have to be brought back because these partners were not committing any information. Stan Carton made a motion to accept the MOU as presented, Lance Blanford seconded; motion carried.

Consideration – One Stop Centers Certification Recommendations

Myra Covault began by thanking Lori Strumpf and Andy Hightower for hosting the One Stop certification review team. Ms. Covault provided information about the review process and shared the following recommendations for consideration:

Elizabethtown - Grant re- certification as a comprehensive center.

Bardstown – Conditionally grant re-certification as an affiliate site contingent on ADA certification, business services improvement plan, create a more professional appearance in reception area, create safety procedures for onsite partners.

Leitchfield - Conditionally grant re-certification as an affiliate site contingent on ADA certification, business services improvement plan and create better signage in the building to assist with wayfinding.

Lebanon - Conditionally grant re-certification as an affiliate site contingent on ADA certification.

Jim Rachlin made a motion to accept the One Stop Certification Review Team’s recommendation as presented. Lance Blanford seconded; motion carried.

DISCUSSION/UPDATE ITEMS

Heartland Communications Consultants (HCC)

Stephanie Wetzel provided an update on current outreach activities. Ms. Wetzel stated the in-demand careers campaign was currently running through the end of June with advertising being done on Google, YouTube, Facebook Snapchat and LinkedIn. HCC is currently working with LTWDB staff on choosing the next five in-demand careers. The impact of the campaign resulted in over 15,400 visits to the KCC-LT website since January 1, 2022 which resulted in an 83% increase in traffic to the website since the campaign began. HCC is also working to increase Facebook followers which are currently at 4,880. Work Matters columns and Kentucky’s Heartland podcasts continued as did promotion of KCC-LT workshops, KY Teleworks opportunities and the Nursing Assistant Extern program.

One Stop Operator Update

Lori Strumpf and Andy Hightower provided an update on the One Stop Operator (OSO) activities, goals and objectives, to date. The electronic customer comment survey for jobseekers and employers continued to grow and the OSO was working on strategies to increase number of respondents from all partners and KCC-LT locations. A common

referral process and training for KCC-LT staff was also being planned. Additional activities included the formation of a Blue Oval Strategy Group, made up of KCC-LT partners, to plan a collective response to the company's workforce needs; establishment of KCC-LT workshops; development of the MOU and IFA and completion of the One Stop Certification process. Center operations goals for 2022-2023 were also shared. Ms. Strumpf discussed efforts to get a virtual job fair platform for the KCC-LT but had not been successful, to date, in securing partner commitment for funding. Sherry Johnson also made a request to the State for funding several months ago but had not received a response. The committee discussed various ideas for funding opportunities, including employer donations.

Workforce Update

Sherry Johnson informed the committee that Career Team, the new Direct Services Provider, had hired several staff to provide services at the four KCC-LT locations. Ms. Johnson stated Career Team was a nationally recognized company and the LTWDB should see a difference in activity to meet the growing workforce needs of the region.

Ms. Johnson shared the State Blue Oval/SK planning group, which she is a member of, would be meeting with Ford representatives next week. The joint agreement with SK had not officially been signed yet. Ms. Johnson also reiterated the benefit of a virtual job fair platform and indicated if Federal funding was used to purchase the platform it would have to be procured.

Ms. Johnson stated the US House of Representatives passed reauthorization of WIOA but it will probably not happen due to other more pressing national issues.

Ms. Johnson stated a waiver request to change the 75% out of school youth expenditure requirement to 50/50 in-school/out of school youth was submitted to Department of Labor and she will notify the LTWDB when a determination is received. The waiver would allow WIOA funds to be used to help secondary schools build pathways for Ford.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ADJOURNMENT

With no further business to discuss the meeting was adjourned.