

MINUTES
TENCO Workforce Development Board
Meadowview Regional Medical Center
989 Medical Park Drive
Maysville, Kentucky
February 15, 2017
Noon

Chair Chet Smith called the meeting of the TENCO Workforce Development Board to order on Wednesday, February 15, 2017 at Meadowview Regional Medical Center in Maysville, Kentucky.

MEMBERS PRESENT:

George Jump	Diana Kennedy
Kay Moss	Chet Smith
Brent Sturgill	Sharon Reynolds, Proxy for Dan Connell
Jason Slone	Kevin Howard
Tina Hall, Proxy for Alex Conrad	Matt Hinton, Proxy for Adam Hinton
Natalie Cummins	Scott Doan
Chuck Charles	

GUEST PRESENT:

Allan Gullett	Office of the Blind
Robert Parker	Meadowview Regional Medical Center
Amy Kennedy	Buffalo Trace ADD
Gail Wright	Gateway ADD
Sherry McDavid	FIVCO ADD
Larry Foxworthy	Fleming Co. Judge/Executive, CLEO
Steve Towler	Boyd County Fiscal Court
Mark Lambert	MCTC – Rowan Campus
Eva Henderson	MSU – Adult Education
Joe Pfeffer	Mason County Fiscal Court
Penny Qualls	Boyd County Adult Education
Vicki Steigleder	Maysville Chamber of Commerce

STAFF PRESENT:

Denise Dials	Teresa Wilburn
Dena Green	Peggy Hall
Jeremy Faulkner	Stephen Culp
Donna Burke	Teresa Conway

Denise Dials, Director of Workforce Development gave an update on TENCO WDB members. She reported Jerry Bothman, Gateway area, has resigned and she will be making contact to fill the vacancy. There are two new members who have been appointed to serve on the Board, Scott Doan, Family Dollar Distribution Center in Morehead and Chuck Charles, Our Lady of Bellefonte Hospital in Ashland.

PRESENTATIONS:

Chair Smith introduced the guest speaker, Robert Parker, CEO of Meadowview Regional Medical Center and thanked him for welcoming the TENCO WDB to their facility.

The Healthcare Sector

Mr. Parker gave a background of the 100-bed acute care facility and the wide range of services provided. A PowerPoint presentation was presented outlining information regarding workforce development, highlights and outcomes associated with Meadowview Regional Medical Center.

Adult Education and Workforce

Natalie Cummins, Adult Education, presented a power point on the Kentucky Adult Education. Adult Education is a core partner in the Workforce Innovation and Opportunity Act. She reported funds are received through the Request for Proposal process and scheduled to be completed again next year. She reported on enrollment numbers, GED attainment and level gains. She reported on academic and workforce preparation activities and access to integration of education and training and the other services provided through Adult Education.

GENERAL ITEMS:

Approval of Minutes

A motion was made by Jason Slone and second by Diana Kennedy to approve the Minutes of the December 14, 2016 TENCO WDB meeting. Motion carried.

Quarterly Budget Review

Stephen Culp, Fiscal Officer presented and reviewed the TENCO WDB budget through January 2017. Mr. Culp reviewed and explained obligations and expenses. A budget summary was also provided. The Trade funding category breakdown was explained to members in detail.

REPORTS:

Executive Committee

Chair Smith reported the Executive Committee had met regarding the OET reorganization that removed the OET staff from the Ashland and Maysville Career Centers. The Committee, after review and discussion, approved the Ashland and Maysville Career Centers to remain open. Partners not affected by the reorganization will continue to provide services through the Centers. Chair Smith reported an adjustment of services would need to occur. A letter was provided to members, addressed to Secretary Heiner, outlining the detailed plans for the two

Career Centers. The plan requires changes to the Administrative Entity budget due to hiring additional staff to provide core services in the centers.

Chair Smith also reported the Committee had reviewed the unobligated funds in the KCCGO Grant in December. These funds will not be utilized due to the late notification that the grant had been extended for another year and the resignation and/or reorganization of staff that were in charge of the program. He reported the Committee agreed to allow the TENCO WDA to transfer the unobligated funds to another WDA. The first offer will be to EKCEP and if there are any remaining funds, they will be offered to other workforce areas.

OTHER BUSINESS:

Business Services Update

Jeremy Faulkner, Business Services Coordinator provided an update on the business services activities for the TENCO WDA. He reported a lot of his time has been explaining and assuring the public the TENCO WDA Career Centers are not closing and will remain open.

He has been recruiting more companies to participate in the KY FAME. Precision Resource, Mt. Sterling, will be announcing a plant expansion and will be joining KY FAME. He also provided an update on Job Fairs with Clopay. Superior Composites in Vanceburg is expanding, with 25 positions open. Mr. Faulkner also reported on Rapid Response activity with Pentair in Mt. Sterling and Federal Mogul in Maysville.

FIVCO ADD Contract Modification

Denise Dials reported the Executive Committee approved hiring two additional staff at the Ashland Career Center to ensure services are available due to OET reorganization. Ms. Dials presented the budget to hire the two additional Career Counselors through the FIVCO ADD Contract utilizing Trade funds. There are also two additional individuals that will need to be hired as part time employees to operate the front desk at the Ashland Career Center through June 30, 2017. Ms. Dials recommended approving an increase to the current FIVCO ADD Contract from \$186,364 to \$246,364 to support the additional staff. **After discussion, a motion was made by Chuck Charles and second by Brent Sturgill to approve the recommendation to modify the FIVCO ADD Contract's budget to \$246,364.00 through June 30, 2017. Motion carried.**

Director's Update

Ms. Dials reported on the timelines. The fiscal year ends in June 30, 2017. The following must be completed by that date:

One-Stop Operator must be competitively procured;

Direct Service Provider will be competitively procured;

Memorandum of Understanding with Career Center partners will need to be completed;

Local & Regional Plans are due by June 30th; and

Strategic Plan will need to be updated and new goals developed.

Partner Updates

There were no partner updates.

Topics for Future WDB Meetings

Chair Smith asked if there were any further topics of interest to discuss. He reminded the Board to contact himself or the WDA Staff of any items for discussion.

With no further business to discuss, a motion was made by Jason Slone and second by Diana Kennedy to adjourn at 1:50 p.m.

Recorded by: Teresa Wilburn