

MINUTES
TENCO Workforce Development Board
Gateway ADD
110 Lake Park Drive
Morehead, Kentucky
December 14, 2016
Noon

Chair Chet Smith called the meeting of the TENCO Workforce Development Board to order on Wednesday, December 14, 2016 at Gateway ADD in Morehead, Kentucky and welcomed all in attendance.

Chair Smith introduced the guest speaker and the new staff of the TENCO WDA.

MEMBERS PRESENT:

George Jump	Diana Kennedy
Chet Smith	Sharon Reynolds, Proxy for Dan Connell
Jason Slone	Scott Keller
John Will Stacy	Alex Conrad
Adam Hinton	Natalie Cummins

GUEST PRESENT:

Gail Wright	Gateway ADD
Amy Kennedy	Buffalo Trace ADD
Larry Foxworthy	Fleming Co. Judge/Executive, CLEO
Rocky Adkins	State Representative
Jeff Kruth	Morehead State University
Joe Pfeffer	Mason Co. Judge/Executive
David Cartmell	Mayor, City of Maysville
Alan Gullett	KY Office for the Blind
Erica Lupson	Goodwill Industries of KY – East Region
Keith Brammel	Ashland Community & Technical College

STAFF PRESENT:

Denise Dials	Teresa Wilburn
Dena Green	Peggy Hall
Crystal Keaton	Jeremy Faulkner
Stephen Culp	

Space Science Presentation

Rocky Adkins, State Representative thanked the Board for the work and accomplishments through the TENCO WDA and especially for the recent assistance provided to the former AK Steel employees. Representative Adkins provided a report on the Space Science Center at

Morehead State University. Representative Adkins provided input on the activities and future opportunities from an economic viewpoint.

Jeff Kruth with Morehead State University provided an overview of the Bachelor of Science in Space Science Program. The Space Science program is one of only five space science undergraduate programs in the nation. Students receive personal, one-on-one attention from faculty members who are among the most prominent space scientists in the world and have the opportunity to work on groundbreaking aerospace research. The hands-on experience received includes the design, fabrication, launch and monitoring of satellites used by NASA and aerospace firms. Mr. Kruth also reported that in addition to preparing individuals for graduate school, a degree in space science prepares them for a wide range of exciting careers that include defense, satellite systems, space communication systems and space systems development.

GENERAL ITEMS:

Approval of Minutes

The TENCO WDB Minutes of the May 18, 2016 and the October 13, 2016 TENCO WDB Annual Meeting were approved on a motion made by Jason Slone and second by Diana Kennedy. Motion carried.

Affirmation of Officers

Diana Kennedy reported the Nominating Committee, which consisted of Dan Connell, Judge Foxworthy and herself met to review the current officer vacancy and to make recommendations to the TENCO WDB. Due to an illness, the position of chair is vacant. The officers recommended were Chet Smith, Chair, Scott Keller, Chair-Elect and Lori Ulrich, Secretary. The members chosen all agreed to the positions for the period 2016-2018. Following their selection, board members were asked to vote by an electronic ballot. The Board unanimously agreed to the recommended officer positions. The new officer positions were presented at the Annual Meeting in October but a quorum was not present. **A motion was made by Jason Slone and second by Alex Conrad to accept the Nominating Committee recommendations of the new officers, Chet Smith, Chair, Scott Keller, Chair-Elect and Lori Ulrich, Secretary for the period 2016-2018. Motion carried.**

Quarterly Budget Review

Stephen Culp, Fiscal Officer presented and reviewed the budget through October 31, 2016. Mr. Culp reviewed and explained each of the funding categories.

BTADD Audit

Stephen Culp reported the FY17 Buffalo Trace ADD Audit has been completed. The audit was clean and had no significant findings. Amy Kennedy, Executive Director, BTADD reported the Audit was adopted by the Buffalo Trace ADD Board of Directors.

REPORTS:

Career Center Committee

Denise Dials reported on the new Career Center facility in the Morehead area. The Career Center move requires approval from the TENCO WDB. **A motion was made by Diana Kennedy and second by Natalie Cummins to approve the Career Center move into the new building. Motion carried.**

Ms. Dials reported on the TENO WDB Career Center Proposal. Information on each Career Center and a Map of the KY Career Centers were provided to members. The Career Center Committee had previously reviewed the information. She reported Secretary Heiner requested the information from each LWDA to provide their input on their current footprint and restructuring of Centers across the State. The TENCO Career Center Committee and Executive Committee met and agreed to maintain the four certified centers in the TENCO WDA. The proposal was developed to identify and outline assistance that can be provided to OET through WIOA.. **After review and discussion of the proposal plan, a motion was made by Adam Hinton and second by Alex Conrad to accept the TENCO WDB Career Center Proposal to submit to Secretary Heiner as presented. Motion carried.**

Youth Committee

George Jump reported the Youth Committee met earlier this year and reviewed and discussed funding options for FY'17. Mr. Jump reported since that time additional youth funds have been awarded. Denise Dials reported there is a surplus in the TENCO Youth Funds that need to be obligated. She reported youth funds could not be transferred to any other categories. Discussions were held to utilize the funds. A recommendation was made by the Youth Committee to recommend allowing a Summer Youth Employment Program for the TENCO WDA youth. Ms. Dials reminded the Board 20% of youth funds have to be obligated toward work experience activities. Ms. Dials provided some of the specifics to administer the summer youth program. She reported Office of Vocational Rehabilitation may contribute some funds, Goodwill may provide a soft skills program. She reported the counties identified as most in need due to their unemployment rates include: Boyd, Greenup and Lewis. **After discussion, a motion was made by Alex Conrad and second by George Jump to approve the recommendation to obligate \$120,000.00 towards a Summer Youth Employment Program. Motion carried.**

Accountability Committee

Diana Kennedy reported the Committee had met and reviewed policies. She also reported due to the transitioning to WIOA and being in the first fiscal year, there are no quarterly performance records for the first quarter. The information will be provided at the end of the fiscal year after participant exit date. Ms. Kennedy reported the new policies reviewed were Career Pathways, Layoff Aversion and GED. The policies were provided to the Board. Denise Dials explained each policy to the Board. **After review and discussion, a motion was made by Jason Slone and second by Adam Hinton to approve the Career Pathways Policy as presented, Layoff Aversion Policy as presented, and the GED Policy with the amended change to obtain the KY Essential Skills Certificate. Motion carried.**

Executive Committee

Chet Smith reported the Committee has met three times since the last TENCO WDB meeting. He reported the Committee had approved the annual budget including the administrative entity budget, set negotiated performance measures that was approved by the State, and also discussed the interactions with Secretary Heiner's visit and response to request.

OTHER BUSINESS:

Occupational Training List

Denise Dials reported due to the high demand in Nurse Practitioners, there has been a request from local businesses to add the Nurse Practitioner Program to the TENCO Sector and Occupational Training List. She also reported State data recently reviewed with the KWIB identified this as a high demand, high wage occupation. Diana Kennedy reported on the nurse practitioner positions available and needed in Mason and Fleming County. **After discussion, a motion was made by Jason Slone and second by Natalie Cummins to modify the TENCO Sector and Occupational Training List to include the Nurse Practitioner Program. Motion carried.**

Business Services Update

Jeremy Faulkner reported on the business service activities. He reported there are two companies in active layoff status – Federal Mogul in Maysville & Pentair in Mt. Sterling. Project assistance has been provided with the following businesses. Archery Business in Powell County, MACA Plastics in Maysville, Mitsubishi Electric in Maysville, Precision Resource in Mt. Sterling, Clopay in Augusta, Superior Composites in Vanceburg, Stober & MCTC assistance to grow the N.E. KY FAME Chapter, and a company that may be locating in Mt. Sterling.

Director Update

Ms. Dials reported the operator and direct service provider components of WIOA is on hold, pending guidance from the federal and state levels.

Partner Updates

There were no Partner updates to present.

Topics for Future WDB Meetings

Chair Smith asked if there were any further topics of interest to discuss. He reported the TENCO Sector and Occupational Training List will be reviewed in the future for possible inclusion of the Aero Space Science Program.

Other

Chair Smith informed the new members all information provided is reviewed in detail through subcommittees. New members will be assigned to serve on a committee of the TENCO WDB.

With no further business to discuss, a motion was made by Jason Slone and second by Alex Conrad to adjourn at 2:40 p.m.

Recorded by: Teresa Wilburn