

MINUTES
TENCO Workforce Development Board
Double S Entertainment
150 Foster Street
Flemingsburg, Kentucky
August 15, 2018
Noon

Chair Chet Smith called the meeting of the TENCO Workforce Development Board to order on Wednesday, August 15, 2018 at Double S Entertainment, 150 Foster Street in Flemingsburg, Kentucky at noon.

MEMBERS PRESENT:

Brent Sturgill	Ashley Sharp Proxy for George Jump
Chet Smith	Dan Connell
Scott Keller	Kevin Howard
Adam Hinton	Jennifer Carpenter Proxy for Alex Conrad
Natalie Cummins	Scott Doan
Chuck Charles	

GUEST PRESENT:

Judge Earl Bush	Bracken County Fiscal Court
Vicki Green	FIVCO ADD
Darlene Bussell	Office of Employment & Training, EWDC
Douglas Beard	Education & Workforce Development
Cabinet	
Chris Boggs	Ashland Community & Technical College
Nicole Griffith-Green	Ashland Community & Technical College
Tonia Anderson	OET, Morehead Career Center
Vicki Steigleder	Maysville Chamber of Commerce
Gwyn Gallenstein	Maysville Community & Technical College
Jeremy McCloud	Mason Co. Area Technology Center
Brittany Corde	Maysville Community & Technical College
Amanda Cummins	LVER, Morehead Career Center
Josh Williams	KY Chamber Workforce Center
LeeAnn Branham	Greenup County ADE

STAFF PRESENT:

Denise Dials	Teresa Wilburn
Stephen Culp	Justin Suttles
Jeremy Faulkner	Jennifer Tuel
Navona Jude	Elvia Reyna

GENERAL ITEMS:

Approval of Minutes

Chair Smith asked if there were any questions or corrections to the Minutes of the May 16, 2018 meeting. **There being none, a motion was made by Chuck Charles and second by Kevin Howard to approve the Minutes of the May 16, 2018 meeting of the TENCO WDB. All in favor, motion carried.**

Quarterly Budget Review

Stephen Culp, Fiscal Officer presented and reviewed the TENCO WDB budget through June 2018. A budget summary and detailed budget was provided. He reported on the total obligations, net surplus/deficit, total expenses and the remaining balance. The funding percentage of the total grant expenses were outlined and reviewed. The grant funding categories were also presented. Mr. Culp presented the overall Fiscal Year 2019 TENCO WDB Budget. He included a comparison from the FY'18 and FY'17 Budgets. The budget detailed a breakdown of total revenues, expenses and carryover for FY'20. The budget had been approved by the Executive Committee, the CLEO, and Governing Board of Judges on June 27, 2018.

PRESENTATIONS:

Talent Pipeline Management

Josh Williams, with the KY Chamber provided a presentation on the Talent Pipeline Management (TPM). The KY Chamber is implementing a statewide Talent Pipeline System that aligns education and training programs with the workforce demands of business. Mr. Williams discussed ways for the board, community, and partner agencies to participate with the project.

KY HEALTH

Douglas Beard with Office of Employment & Training provided a presentation on Kentucky HEALTH (Helping to Engage and Achieve Long Term Health). The presentation provided information on KY HEALTH's components, community engagement initiative, and Medicaid benefits. He also discussed the court ruling that affected the initial date for the rollout of the Medicaid Waiver - Community Engagement. New anticipated dates of the community engagement rollout were provided. Further information can be viewed on the website www.KentuckyHEALTH.ky.gov.

REPORTS:

Executive Committee

Chair Smith reported the Executive Committee met on June 27th and reviewed:

- FY'19 Administrative Entity Budget costs in the amount of \$802,516 and program budget of \$700,000 and the flexibility to utilize as the need arises for specific projects. The Committee recommended approving to the CLEO & Governing Board of Judges who gave final approval.
- KY Career Center - Mt. Sterling - Lease Agreement to be located in the old Pentair Building. The Agreement is between Argracel, Inc. and Buffalo Trace ADD. A projected amount to start operations was included in the budget. The Committee recommended approving the lease to the CLEO & Governing Board of Judges who gave final approval.
- The TENCO WDB membership was reviewed. The Executive Committee and CLEO reviewed the members whose terms would be expiring July 1st. Members attendance, participation and board activity were discussed. The Committee recommended new three - year terms for all members except one. The CLEO approved the new terms for members. Kay Moss resigned from the board, leaving a business vacancy.
- The Committee reviewed the program and financial aspects of the SNAP E & T and Medicaid CE and approved hiring a Program Coordinator as board staff to oversee the two programs.

- The Committee and CLEO reviewed an Agreement between the CLEO and TENCO WDB to utilize the Buffalo Trace ADD for the Fiscal Agent for SNAP E&T and Medicaid CE funds. After much discussion, the Executive Committee and CLEO approved signing the Agreement.

Nominating Committee

Dan Connell reported the Nominating Committee consisting of himself, Chair Chet Smith and Brent Sturgill met and discussed recommendations for the officer positions of the TENCO WDB. The Board was provided an e-mail ballot for voting on new officers. The Committee reviewed the nominations and provided to the board the following recommendations, Scott Keller, Chair, Lori Ulrich, Chair-Elect and Chuck Charles, Secretary for the period 2018-2020 effective at the October Annual Meeting. The individuals have agreed to serve in the positions. The Board voted on the individual nominations with the candidates abstaining respectively. **Dan Connell made a motion and the Board unanimously agreed to have the members serve for the two-year period 2018-2020 effective at the October TENCO WDB Annual Meeting in the officer positions of Scott Keller, Chair, Lori Ulrich, Chair-Elect and Chuck Charles, Secretary of the TENCO WDB. The motion carried unanimously.**

OTHER BUSINESS:

Business Services/Economic Development Update

Jeremy Faulkner provided a report on:

- The local selection of Talent Pipeline Management Team - Jeremy Faulkner, Brittany Corde and Owen McNeill;
- How businesses can participate in the Federal Bonding Program;
- The local FAME project;
- MACA Plastics temporary layoff affecting 10 individuals;
- Toyo Seat planning to hire up to 40 individuals;
- KDMK & Masco Cabinetry upcoming Job Fairs;
- Facebook Page - 4,000 followers;
- Regional Job Fairs will be held late 2018 or early 2019.

Career Center/One-Stop Operator Report

Justin Suttles provided a report on:

- Plans for Certification of the Ashland & Maysville Career Centers. The Certification Application is in final draft for review. A Review Team for the certification of those two Centers will be selected at the Career Center Committee meeting; the review will be presented at the Annual Meeting in October.
- SNAP E & T has served approximately 168 individuals.
- Mt. Sterling Career Center - Tentatively opening the Center mid-September. Staff is currently meeting individuals at access points in Montgomery County.
- Reviewed the TENCO WDA Career Center Services provided for April - June 2018 and the TENCO Customer Service Satisfaction Survey Results.
- Provided information on hiring events for The Walker Company, Transamerica, Family Dollar Distribution Center & KY Staffing Solutions.
- Goodwill Industries is utilizing the Morehead Career Center to provide Soft Skills Workshops; discussed implementing in the Ashland & Maysville Career Centers.
- Partner Meetings are being held at each Career Center.

- TENCO WDA Career Centers will close on September 12, 2018 for an area wide TENCO WDA Partner Training at Carter Caves State Resort Park. The Agenda topics of discussion were reported.

Partner Updates

- Natalie Cummins reported Skills U/Adult Education has implemented the new RFA.
- Brent Sturgill reported effective October 1st the Office of Vocational Rehabilitation and Office for the Blind would consolidate services and become one agency. The visual impaired services will come under the vocational rehabilitation services. The reorganization process, selection of services, priority categories and vocational services to youth were reviewed. He also highlighted the variety of services Vocational Rehabilitation/Office for the Blind provides for individuals with disabilities to remain employed or become employed.

Director's Report

- Ms. Dials reported the TENCO WDB Annual Meeting will be held on October 17, 2018 which emphasizes the past year activities in the TENCO WDA.
- Ms. Dials reported a request has been made from one of the TENCO Business Partners to participate in the Leadership Academy. The partner's agency cannot pay the \$600.00 to participate in the Academy. The individual is active on the TENCO Business Service Team and this Academy training would be beneficial to the team as a whole. Ms. Dials recommended to the Board to allow payment for the individual to participate in the Leadership Academy. **A motion was made by Natalie Cummins and second by Kevin Howard to approve the TENCO WDB to provide the \$600.00 cost for the business partner individual to participate in the Leadership Academy. All in favor. Motion carried.**

Other Business

Dena Green, Career Counselor reported that individuals have been laid off at Dayton Power & Light (DP&L) in Ohio. The company coordinated assistance at the DP&L Transition Center from Ohio Means Jobs and TENCO WDA agencies to meet with the Trade affected employees due to the closure. A large percentage of the individuals were from Kentucky. Ms. Green reported, to date, TENCO has enrolled 17 individuals in training and worked with many other individuals with basic career/employment services.

Chair Smith recognized Darlene Bussell, Education and Workforce Development Cabinet. Ms. Bussell stated that she appreciated the good working relationship with TENCO and is available to assist the local area in finalizing the MOU's & IFA's.

Topics for Future WDB Meetings

Chair Smith asked if there were any further topics of interest to discuss. The Board was reminded to contact the WDA Staff on items for discussions at future meetings.

With no further business to discuss, the meeting adjourned on a motion made by Dan Connell and second by Kevin Howard at 2:30 p.m.

Recorded by: Teresa Wilburn