

**MINUTES**  
**TENCO Workforce Development Board**  
**Fleming Mason Energy**  
**1449 Elizaville Road**  
**Flemingsburg, Kentucky**  
**February 19, 2020**  
**Noon**

Chair Lori Ulrich called the regular meeting of the TENCO Workforce Development Board to order on Wednesday, February 19, 2020 at Fleming Mason Energy in Flemingsburg, Kentucky. The guest and all in attendance were welcomed.

Chair Ulrich recognized new board member John Holbrook with Plumbers & Steamfitters Local 248 who replaced Jamie Rucker. She also reported Bob Hammonds has resigned from the Board.

**MEMBERS PRESENT:**

Lori Ulrich	Alan Gullett, Proxy for Brent Sturgill
Dan Connell	Jennifer Carpenter, Proxy for Alex Conrad
Scott Doan	Ashley Applegate, Proxy for Adam Hinton
Trina Allen	Lori Collins, Proxy for Michael Thoroughman
April Stephens-Lowe	John Holbrook
Danita Pickett	

**GUEST PRESENT:**

Amy Kennedy	Buffalo Trace ADD
Sherry McDavid	FIVCO ADD
Vicki Green	FIVCO ADD
James Stephens	U.S. Senator Rand Paul's Office
Owen McNeill	Maysville/Mason County Industrial Authority
Mike Cooper	Maysville Community & Technical College
Lori Sorrell	Maysville Community & Technical College

**STAFF PRESENT:**

Denise Dials	Teresa Wilburn
Stephen Culp	Kelsey Dryden
Justin Suttles	

**GENERAL ITEMS:**

Approval of Minutes

Chair Ulrich asked if there were any questions or corrections to the Minutes of the December 18, 2019 meeting. **There being none, a motion was made by Dan Connell and second by Trina Allen to approve the Minutes of the December 18, 2019 meeting of the TENCO WDB. The board voted and the motion carried.**

### Quarterly Budget Review

Stephen Culp, Fiscal Officer presented the TENCO WDB budget through January 2020. A budget summary and detailed budget was provided. Mr. Culp reviewed and explained the total budget – \$5,843,412.42, total obligations – \$3,738,109.79, total expenses of \$1,805,301.14, and non-obligated funding available \$2,105,302.63 with a remaining balance of \$4,038,111.28. Mr. Culp's report included and outlined the breakdown of each budget category in Administration, Adult, Dislocated Worker, Youth, Trade and Other.

**A motion was made by Scott Doan and second by John Holbrook to approve the TENCO WDB Quarterly Budget through January 2020 as presented. The board voted and the motion carried.**

### REPORTS:

#### Youth Committee

Chair Ulrich reported Kathy Charles has been appointed as the Chairperson of the TENCO WDB Youth Committee. Chair Ulrich reported the Youth Committee met on February 10<sup>th</sup> to review the Youth Employment Proposals. Chair Ulrich reminded the Board they had approved \$575,000.00 in youth funds for a Youth Employment Program beginning May 1, 2020 through September 30, 2020. There were five proposals received and a handout was provided outlining the individual applicants, program description, proposal strengths, proposal concerns/questions and the recommendation of the Review Committee for each proposal. The proposals presented all received a rating above 70%. Chair Ulrich reported if all proposals are approved with the recommendations, the total funds obligated would equal \$572,663.00. The amount is under the board approved allotment. Chair Ulrich reviewed the summary information for each proposal:

- Augusta Independent School  
**Chair Ulrich presented the recommendation as a motion of the Youth Proposal Review Committee to approve the Augusta Independent School Proposal for the Youth Employment Program for 30 individuals to participate in a Youth Employment Program at an amount not to exceed \$109,663.00 with additional negotiations, changes and/or clarification to questions/concerns noted. Discussion followed. After discussion the motion was second by Dan Connell. The Board voted and the motion carried.**
- Fairview Independent Schools  
**Chair Ulrich presented the recommendation as a motion of the Youth Proposal Review Committee to approve the Fairview Independent Schools Proposal for the Youth Employment Program for eight individuals to participate in a Youth Employment Program at an amount not to exceed \$25,060.00 with additional negotiations, changes and/or clarification to questions/concerns noted. Discussion followed. After discussion, the motion was second by Scott Doan. The Board voted and the motion carried.**
- Lewis County Board of Education  
**Chair Ulrich presented the recommendation as a motion of the Youth Proposal Review Committee to approve the Lewis County Board of Education Proposal for the Youth Employment Program for 50 individuals to participate**

**in a Youth Employment Program at an amount not to exceed \$170,828.00 with additional negotiations, changes and/or clarification to questions/concerns noted. Discussion followed. After discussion, the motion was second by Scott Doan. The Board voted and the motion carried.**

- Mason County Board of Education

**Chair Ulrich presented the recommendation as a motion of the Youth Proposal Review Committee to approve the Mason County Board of Education Proposal for the Youth Employment Program for 22 individuals to participate in a Youth Employment Program at an amount not to exceed \$95,676.00 with additional negotiations, changes and/or clarification to questions/concerns noted. Discussion followed and agreed to include with the recommendation to reduce staff time to 15 weeks. After discussion, the motion was second by Scott Doan. The Board voted and the motion carried.**

- Robertson County Board of Education

**Chair Ulrich presented the recommendation as a motion of the Youth Proposal Review Committee to approve the Robertson County Board of Education Proposal Youth Employment Program for 50 individuals to participate in a Youth Employment Program at an amount not to exceed \$171,436.00 with additional negotiations, changes and/or clarification to questions/concerns noted. Discussion followed. After discussion, the motion was second by Dan Connell. The Board voted and the motion carried.**

**OTHER BUSINESS:**

Strategic Plan

- Denise Dials, Workforce Director reported the Strategic Plan for the current year would be provided and forwarded later after the new Census Bureau data is included. The approved Strategic Plan with the updates will be provided electronically, on the TENCO Website and at the next board meeting.
- The Strategic Planning Committee reviewed data from the KY Statistics Projections to determine a local high demand occupational list. The high growth projections and wages were sent to members and community businesses for validation. The information is being compiled and will be presented at the May board meeting.
- Ms. Dials reviewed the snapshot of the TENCO WDA activities from July 2019 – December 2019.
- The current TENCO Strategic Plan Action Steps of the established goals was provided outlining activities to be accomplished before the next meeting.

Wagner-Peyser Services/RESEA

Ms. Dials reported on the Department of Labor Final Rule relating to flexibility for the provision of Wagner-Peyser services, which directly links individuals to employment. The following is the DOL updated information:

The Final Rule allows states to determine the most cost-effective provision of services while maintaining high quality customer and business services. Options for the provision of Wagner-Peyser services include:

- Continue to serve the public with merit & non-merit state staff;
- Procure a direct service provider to administer Wagner-Peyser services; and/or
- Subcontract with local WDB's to oversee procurement and administration of Wagner-Peyser services.

Currently, KY is evaluating all options prior to selecting a method of service delivery for Wagner-Peyser services. The decision is expected within the next few weeks. The EWDC has requested local areas to evaluate their support of operating Wagner-Peyser services. Ms. Dials discussed the advantages and concerns on operating the program, including unanswered questions on budget, staffing, and etc.

**After discussion, a motion was made by Scott Doan and second by Dan Connell to allow the Workforce Director to continue discussions and possible negotiations on the Wagner-Peyser services with the State. The negotiated information would be presented to the Board/Executive Committee for final approval before a contract being signed. The Board voted and the motion carried.**

#### Preliminary Monitoring Report

Ms. Dials reported on the KEE Suite data system technical assistance visit. She reported on the issues, concerns and corrections made to address the report.

#### Business Services/Economic Development Update

Ms. Dials reported on the handout provided relating to business services/economic development for the TENCO WDA. The handout included activities with Braidy Industries; Berry Global; Regional Job Fair for Youth; Our Lady of Bellefonte Hospital; AppHarvest; Independent Stave; Wastequip Distribution Center; and Talent Pipeline Management. Also included were Social Media and miscellaneous information.

#### Career Center Update

Justin Suttles provided the Career Center update:

- Reviewed the Career Center – TENCO customer counts from October – December 2019; Noted the inclusion of the Mt. Sterling Career Center that opened in November; the employment services; and the increase in customers for Unemployment Insurance assistance through the TENCO Career Centers.
- 2019 At a Glance – Served 12,349 Customers; Services Customers Walked through the Door – Employment Services - 6,137; UI – 2,629; Training – 2,269; and OVR – 1,923. Provided 32,397 staff assisted activities.
- Reported on Employers utilizing the Career Center.
- The customer satisfaction information was reviewed. Secret Shoppers will return for visits at the Centers.
- Expungement Workshop results in the TENCO area provided.
- The Bridges Out of Addiction Symposium is scheduled for March 10<sup>th</sup> in Ashland, KY.
- Reported on the TENCO WDA Staff Trainings for 2020.
- Reported on the Board/Staff Resource Page that is being developed to be included on the TENCO Website.

### Partner Information/Updates

- Trina Allen, Career Development Office reported on Unemployment Insurance. She informed the Board on February 3<sup>rd</sup> the access to unemployment insurance would be returning to the staff at the local Career Centers to assist customers. The State has allowed one person at the hub in each LWDA Center to assist customers. The information is on the state website. In the TENCO area this will be Tonia Prewitt at the Morehead Career Center and the backup individual will be Stacy Little located at the Ashland Career Center. There will be other facilitators at affiliate sites to assist by phone.
  
- Danita Pickett, KY Skills U reported the GED Test is currently being offered free of charge.
  
- Allen Gullett, Office of Vocational Rehabilitation, Blind Services, East Region reported in the TENCO WDA for 2019 there were 18 blind/visually impaired individuals employed in 2019. There were 80 individuals served in TENCO that were visually impaired. Mr. Gullett informed the board if they know of an individual who has a visual impairment to contact their office. He also reported they provide independent living assistance for older individuals who require blind services.

Chair Ulrich reported the next Board meeting would be held on May 20<sup>th</sup>. Reminders will be sent one month prior. Please mark your calendar.

### Topics for Future WDB Meetings

Chair Ulrich reminded the Board 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 Scott Doan at 2:15 p.m.**

Recorded by: Teresa Wilburn