

MINUTES
TENCO Workforce Development Board
Zoom/Hybrid Meeting
December 18, 2024
1:30 p.m.

Chair Michael Thoroughman called the Zoom/Hybrid meeting of the TENCO Workforce Development Board to order on Wednesday, December 18, 2024, beginning at 1:30 p.m.

MEMBERS PRESENT:

Michael Thoroughman	Jason Slone	Lori Ulrich	Dustin Grooms	Ben Collier
Jennifer Carpenter	Tonia Prewitt	Mark Grundy	Larry Ferguson	Bryan O'Neill
Tara McNight	Hannah Young	Brent Sturgill	Russ Montgomery	Kevin Howard
Amanda Clark				

GUESTS PRESENT:

Lance Hanshaw	Crystal Riddle	Dr. Gregory	Commissioner Yoder	Donnie Osborne
Judge/Executive Clark	Katie Houghlin	DeSarae Perry	Deputy Secretary Brinly	Jenni Hampton
Matthew Hyden	Dr. Laura McCullough	Josh Farrow	Haley Allen	Brittany Layne
Alisher Burikhanov	Renee McCane	Elizabeth Bentley	Anna Sullivan	Sandra Cornette
Kevin Cornette	Opal Fannin	Michelle DeJohn	Jacob Sartin	Sonya Adams
Judge/Executive Hall	Judge/Executive Haddix			

STAFF PRESENT:

Denise Dials	Justin Suttles	Katheryn French	Stephen Culp	Andrea Holbrook
Kennedy Wellman	Sharon Hall	Steven Peed		

Board and Staff Membership Changes:

Chair Thoroughman announced Kevin Cornette as the new BTADD Executive Director. BTADD serves as the Fiscal Agent for the TENCO WDB. Chair Thoroughman also welcomed Commissioner Yoder and acknowledged Deputy Secretary Brinly's retirement.

GENERAL ITEMS:

Approval of Minutes

October 16, 2024, meeting minutes were reviewed. **A motion was made by Tonia Prewitt and second by Jason Slone to approve the Minutes of the October 16, 2024, TENCO WDB meeting. The motion carried.**

Quarterly Budget Review

Stephen Culp, Fiscal Officer, presented the TENCO WDB FY25 budget through October 2024. Mr. Culp reviewed the total budget of \$6,828,998; total expenses \$998,228 (15%) for a remaining balance of \$5,830,771; and total obligations of \$4,320,502 (63%). Non-obligated funding is available in the amount of \$2,508,496 (37% of total budget).

Mr. Culp's report outlined the breakdown of each budget category in Administration, Adult, Dislocated Worker, Youth, Trade and Other. The targeted obligation and expenditure rates for the two Youth Work Experience Grants were also reviewed. Youth performance expense targets (out-of-school versus in-school and work experience) were discussed. A report detailing the breakdown by grants and contracts were provided in the packet.

Mr. Culp also reviewed the new state funding for the youth program, Putting Young Kentuckians to Work, and how the funds are distributed.

A motion was made by Kevin Howard and second by Jennifer Carpenter to approve the TENCO WDB financial report as presented. The Board voted and the motion carried.

PRESENTATION:

Josh Farrow, Executive Director for Gateway Area Development District, presented the Gateway Region Childcare Study of 2024. Mr. Farrow discussed the Gateway Board's prioritization of conducting a childcare study including real-time data and metrics to identify the situation and develop action items. The study was completed by Thomas P. Miller & Associates. A report was presented to show labor force potential and possible economic impact if work-willing parents who are currently not employed due to childcare constraints, were able to participate in the workforce. Recommendations from the report include the following: Advocate for increased state funding for childcare programs and subsidies; Support policy changes to improve childcare affordability and accessibility; Collaborate with statewide organizations to align resources and goals; Encourage employers to provide childcare benefits, such as stipends or on-site facilities; Promote flexible work arrangements to accommodate childcare needs; Develop partnerships between employers and childcare providers to share costs; Expand facility capacity through public-private investments; Enhance training and retention programs for childcare staff; Offer financial incentives for facilities to serve low-income families; Develop a regional childcare investment strategy aligned with workforce needs; Coordinate with local governments for targeted initiatives; Monitor and Report Progress.

Judge/Executive Clark and Judge/Executive Haddix acknowledged the importance of the study to address the crisis and need to invest in childcare.

REPORTS:

Executive Committee

Chair Thoroughman reported the Executive Committee met and discussed contracting for customer payroll services for work-based learning programs. TENCO WDB received bids from three companies interested in providing payroll services to WIOA enrolled customers. Bids were received from Manpower, Nesco, and KY Staffing Solutions. Justin Suttles reviewed the bids. Information regarding each bidder was included in the board packet.

A motion was made by Kevin Howard with a second by Jennifer Carpenter to approve KY Staffing Solutions to provide payroll services for customers in work-based learning programs. The Board voted and the motion carried.

Chair Thoroughman reported on the WSAZ Outreach Campaign request for funding at \$2,250 per month for six months. A discussion was held regarding if the previous WSAZ outreach campaign increased customer traffic. After thorough discussion on the difficulty of measuring the impact of the campaign, a decision was made to not award a contract at this time with WSAZ/Grey Media.

Career Center Committee

Lori Ulrich described items discussed at the Career Center Committee meeting that was held on December 22, 2024. Ms. Ulrich reviewed the Career Center Certification application for the Access Point in Montgomery County. She requested Jennifer Carpenter, as Center Review Team Lead, to discuss the recommendation of the Team. Ms. Carpenter discussed the positive aspects of the new location which included increased parking, visibility, accessibility, and proximity to numerous community resources. Ms. Carpenter addressed the minor issues noted in the ADA letter and identified the need for additional signage. She provided a letter of recommendation from the Center Review Team to certify the KY Career Center Access Point in Montgomery County.

A motion was made by Jason Slone with a second by Russ Montgomery to approve the certification of the KY Career Center Access Point in Montgomery County. With no additional discussion, the Board voted, and the motion carried.

Youth Committee

Kevin Howard provided an overview of the Youth Committee meeting in December 2024. Information was included in the Board packet regarding the recommendation to support a Youth Employment Program starting April 1, 2025 – August 31, 2026. The contract would include work-based learning and soft skill workshops from April 1, 2025 – August 31, 2025. Follow-up services will start September 1, 2025 through August 31, 2026. The Request for Proposal, including the rating materials, were discussed. Funding in the amount of \$550,000 was requested to support the project.

A motion was made by Lori Ulrich with a second by Tonia Prewitt to approve \$550,000.00 for a Youth Employment Program to be competitively procured based on the Request for Proposal as presented. With no additional discussion, the Board voted, and the motion carried.

Director's Report

Denise Dials provided brief details on the following items:

- 1) Monitoring conducted by the Department for Workforce Development was completed and corrective action notification was provided to the local area which included an overpayment of \$68.00, incomplete individual service strategy for two individuals, violation of data entry policy for one individual, and violation of case note policy for three individuals.
- 2) Documents due by the end of the fiscal year were discussed including the Regional and Local Strategic Plan, Interlocal Cooperative Agreement for Judge/Executives and Fiscal Court, Memorandum of Understanding and Infrastructure Funding Agreement.
- 3) Discussed the potential of reauthorization of WIOA through A Stronger Workforce for America Act (ASWAA). Deputy Secretary Beth Brinly provided updated information on components of the ASWAA.

Strategic Plan

Ms. Dials reviewed the strategic goals of communication, training, and service awareness. These included staff having quality resources through consistent, professional, and accessible staff training, access and resource mapping for customers and staff, and website updates including a focus on Business Services.

Ms. Dials introduced Alisher Burikhanov, KWIB Executive Director, to update the Board on KWIB activities. Mr. Burikhanov discussed the State Plan for WIOA which was approved by the U.S. Department of Labor and U.S. Department of Education. The Plan has a focus on youth services, work-based learning, resources for untapped talent, and workforce participation.

Mr. Burikhanov discussed the recent analysis of the Work Ready Community project and identified discussion points for possible WRC components such as regional zones, how the county/region addresses barriers, and pursues talent attraction.

KWIB updated and approved five high-demand sectors including Healthcare, Manufacturing and Logistics, Construction, Education, and Professional Scientific and Technical Services. The local areas must accept the state sectors but can include additional sectors and define occupations within the sectors.

Business Services:

Steven Peed provided the following report on business services in the TENCO local area:

- 1) Quarter 2 data: 291 total business contacts, 184 unique business contacts, 145 intensive services provided, 2.3% market penetration for the quarter
- 2) Three career fairs during the quarter.
- 3) Participated in Women in Manufacturing event hosted by MCTC
- 4) Resume workshops with local high schools
- 5) Working on Transitional Employment with the Boyd County Detention Center.
- 6) January 15th PLAN event in coordination with Kentucky Chamber of Commerce
- 7) February 19th Fair Chance Academy at MCTC in Maysville.

Career Center Updates:

Brittany Layne discussed the materials in the board packet which included the breakdown of Career Center services, customer traffic, and customer satisfaction. Ms. Layne also discussed the renovations at the KY Career Center – Ashland.

Partner Updates

Tonia Prewitt, Regional Manager for the Career Development Office, discussed staffing updates and employability workshops available at the Career Centers. Ms. Prewitt discussed the Fair Chance Academy event that occurred in Morehead which resulted in an increased awareness and services for Justice Involved individuals, including a simulation event planned with a local business.

Brent Sturgill, Regional Manager for Vocational Rehabilitation, discussed increases in customer applications and enrollments.

Dustin Grooms, MCTC Adult Education, discussed Adult Education's transition to 13/14 TABE assessment. Lewis County is now active as a Senate Bill 90 county – Behavior Health Conditional Dismissal Program, diversion program for individuals charged with non-violent, non-sexual misdemeanors and Class D felonies with a goal to reduce recidivism and reincarceration rates.

Opal Fannin, MSU Adult Education, discussed examples of services provided through Adult Education including administering the paraeducator assessment, helping students prepare for the CDL permit test, and the ServSafe training.

Donnie Osborn, KEDC Adult Education, provided information on the Paraeducator for Greenup County schools, ServSafe credential at the detention centers and adult education enrollment numbers which are currently 130 for Greenup and Boyd County with 28 GED obtainments.

Other Business

Chair Thoroughman announced the upcoming retirement of the Workforce Development Director. He discussed the policy and procedure for hiring board staff. The job will be posted on December 20, 2024, with a deadline for submission of January 15, 2025. An Ad-Hoc Committee was selected to interview candidates. Committee members include: TENCO WDB Chair Michael Thoroughman; Executive Director of Administrative Entity, Kevin Cornette; CLEO, Owen McNeill; Executive Committee member, Lori Ulrich; and Partner Board Member, Tonia Prewitt.

Adjourn

With no further business to discuss, the meeting adjourned on a motion made by Kevin Howard and second by Lori Ulrich at 3:12 p.m.

DRAFT