



TENCO Workforce Development Board
February 25, 2026

Buffalo Trace Area Development District
201 Government Street
Maysville, Ky

Kentucky Career Center – Ashland
1844 Carter Avenue
Ashland, KY

Kentucky Career Center – Morehead
1225 US HWY 60W
Morehead, KY

ZOOM: <https://us06web.zoom.us/j/82786302528?pwd=RNRghUTBazbzW5hC1ooetQ2a8K3KqA.1>
Meeting ID: 827 8630 2528 Passcode: 452 846

AGENDA

- | | | |
|------|------------------------------------|------------------------|
| I. | Call to Order | Amanda Clark, Chair |
| II. | Roll Call | Mark Grundy, Secretary |
| III. | Board/Administrative Staff Changes | Amanda Clark, Chair |

GENERAL ITEMS

- | | | |
|-----|-------------------------------------|---------------------|
| IV. | *Approval December 17, 2025 Minutes | Amanda Clark, Chair |
| V. | *Quarterly Budget Review | Stephen Culp |

COMMITTEE REPORTS

- | | | |
|-----|----------------------------------------|---------------------------------|
| VI. | Youth Committee | Justin Suttles / Kevin Cornette |
| | a. *Youth Employment Program Proposals | |

OTHER BUSINESS

- | | | |
|-------|---------------------------------------|-----------------------------------|
| VII. | *Secondary CTE Certification Programs | Steven Peed |
| VIII. | Putting Young Kentuckians to Work | Katheryn French / Andrea Holbrook |

- | | | |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| IX. | *Directors Report | Justin Suttles |
| | <ul style="list-style-type: none"> a. Youth Services Request for Proposal b. Kentucky Workforce Summit c. Strategic Goals Update d. Other | |
| X. | Business Service Update | Steven Peed |
| | <ul style="list-style-type: none"> a. SWATT | |
| XI. | Career Center Operations Update | Brittany Layne |
| | <ul style="list-style-type: none"> a. Kentucky Career Center Traffic Report b. Kentucky Career Center Customer Satisfaction Report c. Career EDGE | |
| XII. | Partner Updates | Tonia Prewitt, CDO Brent Sturgill, OVR Dustin Grooms, Adult Ed. |
| XIII. | Other | Amanda Clark, Chair |
| XIV. | *Adjourn | Amanda Clark, Chair |

*Requires Action



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Team TENCO





MINUTES

TENCO Workforce Development Board

Zoom/Hybrid Meeting

December 17, 2025

1:30 p.m.

Chair Amanda Clark called the Zoom/Hybrid meeting of the TENCO Workforce Development Board to order on Wednesday, December 17, 2025, at 1:43 p.m.

MEMBERS PRESENT:

Amanda Clark
Anthony Hartley
Ben Collier
Beth Sponaugle
Bryan O'Neill
Dustin Grooms

Jason Slone
Jennifer Carpenter
Larry Ferguson
Leysa Feinstein
Lori Ulrich
Mark Grundy

Michael Thoroughman
Russ Montgomery
Tara McNight
Tonia Prewitt

GUESTS PRESENT:

Anna Sullivan
Bill Bevans
Bobby Hall, Judge
Chad Bryant
Chris Haddix, Judge
Cindy Hurt
Crystal Riddle
Donnie Oborn

Elizabeth Bentley
Josh Farrow
Kevin Cornette
Lance Hanshaw
Madison Purvis
Marisa Brown
Matthew Hyden
Morgan Cooper

Opal Fannin
Renee McCane
Robin Kelsch
Shae Bisotti
Tim Litteral

STAFF PRESENT:

Andrea Holbrook
Brittany Layne
Haley Allen

Justin Suttles
Katheryn French
Stephen Culp

Steven Peed

Board Membership and Staff Changes

Chair Clark announced the following changes in Board Membership and Staff since the last meeting:

- Leysa Feinstein has been appointed to the Board as a Healthcare sector representative.
- Kennedy Wellman has accepted another position creating an opening with our Communication Specialist position. Interviews are scheduled for the week of December 22, 2026.

GENERAL ITEMS:

Approval of Minutes

October 15, 2025, meeting minutes were reviewed. **A motion was made by Larry Ferguson and second by Jason Slone to approve the Minutes of the October 15, 2025, TENCO WDB Meeting. The motion carried.**

Quarterly Budget Review

Stephen, Culp, Fiscal Officer, presented the TENCO WDB FY26 budget through October 2025. Mr. Culp reviewed the total budget of \$7,712,722; total expenses \$1,048,357 (14%) for a remaining balance of \$6,664,365; and total obligations of \$5,055,233 (66%). Non-obligated funding is available in the amount of \$2,657,489 (34%).

Mr. Culp's report outlines the breakdown of each budget category in Administration, Adult, Dislocated Worker, Youth, Trade, 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. Mr. Culp also reviewed funding the board received through the Putting Young Kentuckians to Work program. A report detailing the breakdown by grants, and contracts were provided in the packet.

A motion was made by Michael Thoroughman and second by Anthony Hartley to approve the TENCO WDB financial report as presented. The Board voted and the motion carried.

OTHER BUSINESS:

Youth Employment Program

Justin Suttles and Andrea Holbrook reviewed the Projected FY27 Youth Budget and highlights and changes that were made to the Request for Proposal, Proposal, Narrative, and Rating Sheet. All documents were provided beforehand in the agenda packet. Mr. Suttles recommended to the Board that budget be \$500,000 for the Youth Employment Program.

A motion was made by Ben Collier and second by Larry Ferguson that a Youth Employment Program Request for Proposal be issued and an allotted budget of \$500,000. The Board voted and the motion carried.

Directors Report

Justin Suttles provided the Directors Report.

SWATT

Mr. Suttles shared with the Board the efforts that are being taken in the area with the SWATT initiative, and how the mission is being implemented through the Business Service Coordinators.

Total Active Enrollments

Mr. Suttles reported that we have a total active enrollment right now of 508.

- Adult: 162; Dislocated Worker: 2; Youth: 344 (49 ISY, 295 OSY)

Putting Young Kentuckians to Work Program:

- Total enrollments: 118
- Active caseload: 68
- Participants in Follow-up: 12
- Participants exited, follow-up complete: 38
- Active WEXs: 6
- Active Co-ops: 3
- WEXs completed: 5
- Performance: 13/200

Mr. Suttles reported that there are currently 3 open positions:

- Workforce Communication Specialist, Morehead Career Counselor, and Maysville Business Service Coordinator

Work Ready Communities – Next Generation

Mr. Suttles reported the state contracted with TPMA who met with stakeholders to gather input on the strategic and talent ready objectives along with identifying best practices. After finalizing the stakeholder input, they reported their findings to KWIB and drafted metric definitions for the taskforce. They then revised the application process, program details, and data sources and enhanced the website with dashboard updates and new content. During the first part of 2026, they are working to develop an incentive program, create a technical assistance framework, and implement marketing and outreach strategies. They will submit their final report of deliverables and best practices with recommendations for improvement in April 2026.

ACTC Tri-State Business Conference:

Mr. Suttles reported that Ashland Community and Technical College is having a Tri-State Business Conference on Friday, April 24, 2026. The one-day conference will focus on AI's impact on our lives, our work, and the future of our region.

Holiday Schedule

Mr. Suttles shared the Kentucky Career Center holiday closings schedule listed in the agenda packet.

Kentucky Workforce Summit

Mr. Suttles shared that the 11th Annual Kentucky Workforce Summit will be February 17-18, 2026 at Marriott Griffin Gate in Lexington, KY. He reviewed the Summit Agenda and encouraged anyone who is able to attend.

Strategic Goals Update

Mr. Suttles provided an update on the Board's Strategic Goals. He reported the following progress toward the completion of the goals:

- Goal 1: we continue to open opportunities for youth by developing Apprenticeship and Work Experience Opportunities with employers we have not worked with in the past and build relationships with schools.
- Goal 2: we continue to enhance economic development activities as we implement the SWATT Strategy to serve employers.

- Goal 3: we continue to increase service and resource awareness by continuing enhancement of our website and social media resources including our access map. A work group will be formed this fall to design and implement a plan to reach underserved populations to provide targeting outreach.
- Goal 4: we continue to increase our capacity to explore other funding opportunities.

A motion was made by Jennifer Carpenter and second by Jason Slone to accept the Directors Report. The Board voted and the motion carried.

Business Service Update

Steven Peed, Business Services Specialist, provided an update on recent business services activities, employer outreach, and community engagement efforts conducted over the past several months.

Mr. Peed reported participation in two ACTC Job Fairs held at the Tech Drive and College Drive campuses, which allowed staff to engage directly with both job seekers and employers. He noted that the team hosted three hiring events with a total of 31 attendees, resulting in 28 job offers. In addition, staff supported two large career fairs that included approximately 80 businesses and 60 job seekers. Mr. Peed also shared that a hiring event hosted by Green APU had seven attendees and resulted in six follow-up interviews.

Mr. Peed discussed continued collaboration with local partners and training providers. He stated that staff met with the Electrical Training Academy to explore opportunities to support student internships and participated in mock interviews for the JAG program. In Montgomery County, staff supported Career Edge training sessions and assisted students with résumé development during the Work Ethic Seal event on October 30. He further reported attendance at the SWATT Regional Roadshow on November 6 and the ribbon-cutting ceremony for the new Montgomery County Airport on December 8. Throughout the quarter, staff also attended Fiscal Court meetings to remain informed of county-level priorities and needs.

Mr. Peed noted ongoing engagement with community organizations, including hosting an expungement clinic to help individuals overcome employment barriers. He shared that staff remain actively involved in the Tri-State Business Conference planning committee and have begun planning a Spring 2026 Health and Job Fair in partnership with the Greenup County Health Department. He also stated that planning is underway for a Career Fair at the Mason County Public Library scheduled for late January.

Finally, Mr. Peed reviewed Quarter 2 coordinator data, reporting 304 total business contacts and services provided to 189 unique businesses, including 180 intensive services. He concluded by noting that for Fiscal Year 2026 to date, staff have made 919 total business contacts, served 379 unique businesses, and delivered 527 intensive services, resulting in an intensive service rate of 57.3 percent.

Career Center Operations Update

Director of Career Center Operations Brittany Layne provided the Career Center Operations Update reviewing the information that was shared in the agenda packet.

TENCO MOU/IFA Amendment

Mrs. Layne reviewed the proposed amendment to the TENCO MOU/IFA that was included in the agenda packet.

A motion was made by Dustin Grooms and second by Jennifer Carpenter to approve the proposed amendment to the TENCO MOU/IFA. The Board voted and the motion carried.

Partner Updates

Tonia Prewitt, Career Development Office Regional Program Manager, shared that they have an opening in the TENCO area with the Jobs For Veterans State Grant (JVSG) program and the position should be posted soon. The Morehead manager position remains vacant. Staff continue to serve customers, assisting them with resources and employment referrals. Mrs. Prewitt also reported that CDO has expanded access to Coursera licenses and anyone who would benefit from a credential that is offered through Coursera, please make a referral to a CDO team member.

Dustin Grooms, MCTC Adult Education Director, shared that KEDA Adult Education instructor, Vickie Stacy, is retiring at the end of this month and wants to commend her on her exceptional service to Adult Education. MSU Adult Education has an opening for an instructor in Montgomery County, as well as part-time positions in Morgan and Wolfe County and Corrections in Rowan County. Mr. Grooms reported that the standard is at least a bachelor's degree in education or related field for Adult Education Instructor positions. MCTC Adult Education is on pace to exceed their GED goal. Enrollment exceeds the total from this time last year. Lewis County is looking at starting an on-site class in Garrison. All Adult Education centers have closings coming up due to the holidays and that schedule was shared.

Chair Clark announced that the next meeting of the TENCO Workforce Development Board will be February 25, 2026.

Other

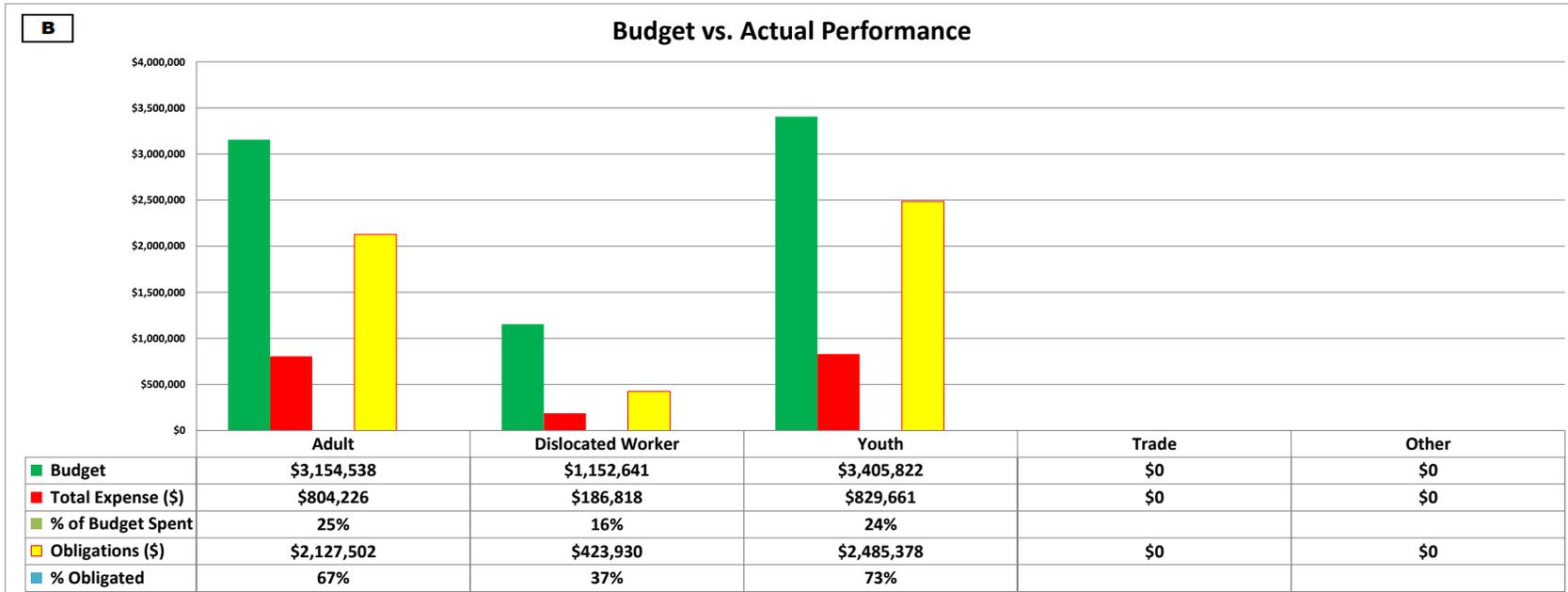
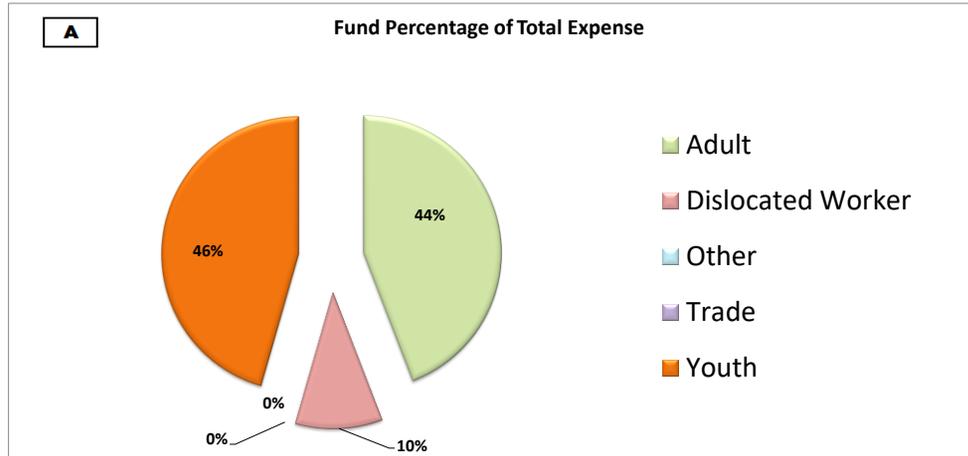
Motion made to adjourn by Tonia Prewitt second by Jason Stone. Motion passed and the meeting was adjourned at 2:12 p.m.



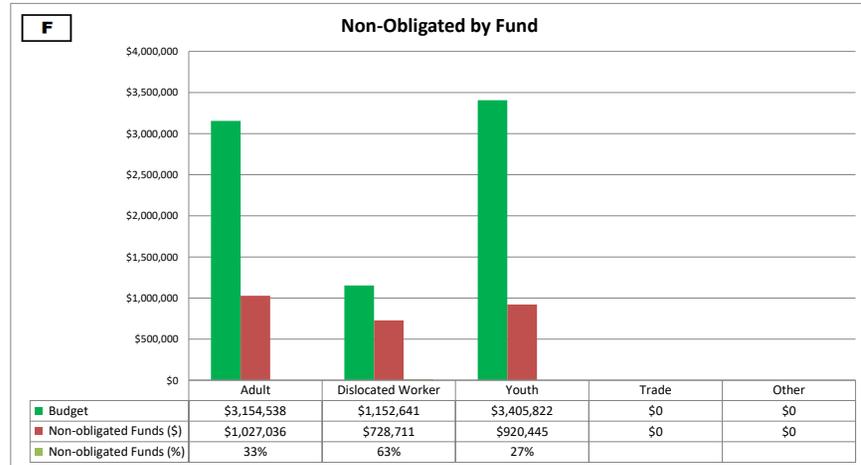
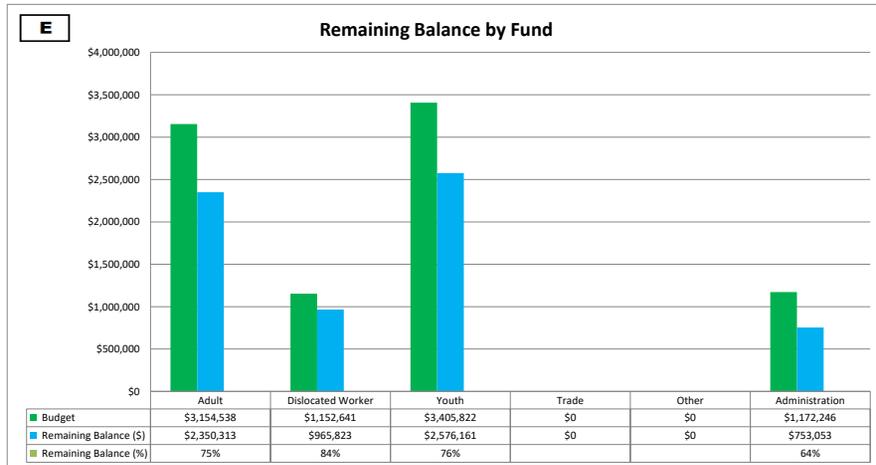
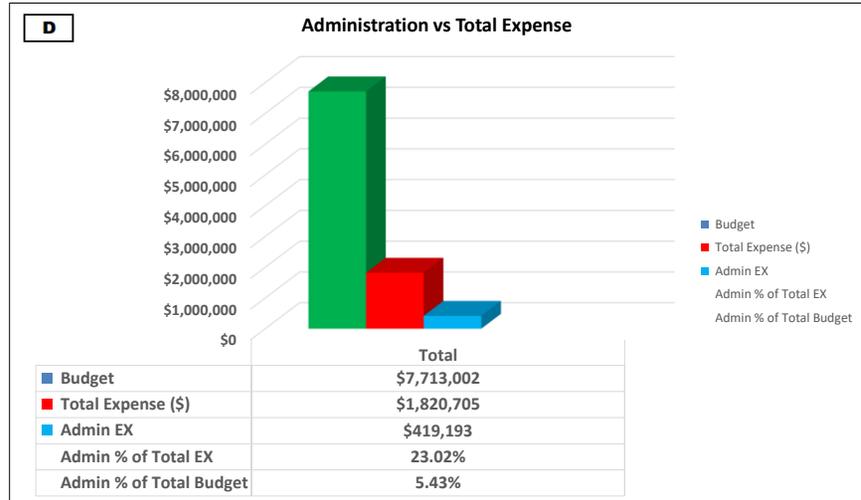
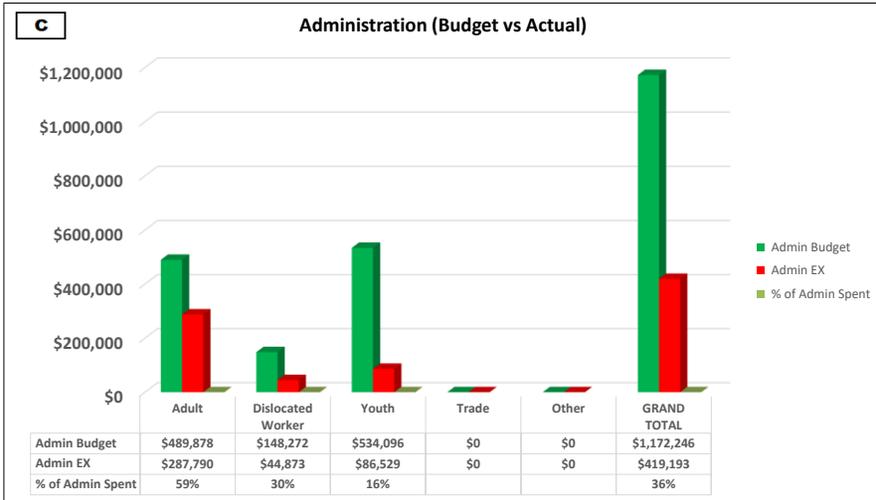
Fiscal Year to Date thru
DEC
2025

Financial Summary

| GRAND TOTALS | |
|-----------------------------------|--------------|
| Total Budget | \$ 7,713,002 |
| Total Expense | \$ 1,820,705 |
| <i>% of Budget Spent</i> | 24% |
| Remaining Balance | \$ 5,892,297 |
| Total Obligations | \$ 5,036,810 |
| <i>% of Budget Obligated</i> | 65% |
| Non-Obligated Funding Available | \$ 2,676,192 |
| <i>% of Non-Obligated Funding</i> | 35% |



Administration & Remaining Balances



| Buffalo Trace Area Development District | | Total | | Adult | | Dislocated Worker | | Youth | | Trade | | Other | |
|------------------------------------------|-----------------------------------------------------------------------|---------------------|------------------------|---------------------|------------------------|---------------------|----------------------|---------------------|------------------------|---------------|----------------|-----------|----------------|
| TENCQ | | | | | | | | | | | | | |
| Financial Position | | | | | | | | | | | | | |
| Fiscal Year to Date thru | | | | | | | | | | | | | |
| 2025 | | | | | | | | | | | | | |
| DEC | | | | | | | | | | | | | |
| Budget vs. Actual Expense | | | | | | | | | | | | | |
| Code | | Budget | Actual Expense | Budget | Actual Expense | Budget | Actual Expense | Budget | Actual Expense | Budget | Actual Expense | Budget | Actual Expense |
| Grant Funding | | | | | | | | | | | | | |
| BFA | AWARDED | 7,713,001.93 | | 3,154,538.24 | | 1,152,641.20 | | 3,405,822.49 | | | | | |
| | PENDING (new grants) | - | | - | | - | | - | | - | | - | |
| Total Grant Funding Available | | 7,713,001.93 | 1,820,705.34 | 3,154,538.24 | 804,225.56 | 1,152,641.20 | 186,818.39 | 3,405,822.49 | 829,661.39 | - | - | - | - |
| Remaining Balance | | | \$ 5,892,296.59 | | \$ 2,350,312.68 | | \$ 965,822.81 | | \$ 2,576,161.10 | | \$ - | | \$ - |
| % Spent vs. Available | | | 24% | | 25% | | 16% | | 24% | | 0% | | 0% |
| Obligated vs. Actual Expense | | | | | | | | | | | | | |
| Code | | Obligated | Actual Expense | Obligated | Actual Expense | Obligated | Actual Expense | Obligated | Actual Expense | Obligated | Actual Expense | Obligated | Actual Expense |
| Contracts | | | | | | | | | | | | | |
| 7401 | Gateway ADD FY26 Direct Service | 939,400.48 | 228,278.15 | \$ 800,000.00 | \$ 144,422.21 | \$ 126,400.48 | \$ 69,054.97 | 13,000.00 | 14,800.97 | | | | |
| 7451 | Gateway ADD FY26 One-Stop Operator | 123,007.04 | 30,887.81 | \$ 90,000.00 | \$ 23,886.02 | \$ 23,007.04 | \$ 7,001.79 | 10,000.00 | - | | | | |
| 7501 | Nestle USA - Incumbent Worker (12490) | 15,214.00 | 9,333.00 | \$ - | \$ - | \$ 15,214.00 | \$ 9,333.00 | - | - | | | | |
| 7615 | Lewis County Empower Youth FY25-7075 | - | 60,351.68 | \$ - | \$ - | \$ - | \$ - | - | 60,351.68 | | | | |
| 7601 | Lewis County Empower Youth FY26 (V1282) July 1 2025 - June 30 2026 | 406,504.29 | 114,219.08 | \$ - | \$ - | \$ - | \$ - | 406,504.29 | 114,219.08 | | | | |
| 7630 | MSU - Today's Youth FY26 (5245) July 1, 2024 - June 30, 2026 | 375,000.00 | 79,529.52 | \$ - | \$ - | \$ - | \$ - | 375,000.00 | 79,529.52 | | | | |
| 7646 | Augusta Independent Schools - FY25 (7068) | - | - | \$ - | \$ - | \$ - | \$ - | - | - | | | | |
| 7674 | Greenup County YEP FY25-7674 | - | - | \$ - | \$ - | \$ - | \$ - | - | - | | | | |
| 7691 | Career Team, LLC FY25-7690 | 235.96 | 235.96 | \$ - | \$ - | \$ - | \$ - | 235.96 | 235.96 | | | | |
| 7661 | Mason County Youth Employment Program (7661) FY26-7661 4/25 thru 9/26 | 83,998.69 | 28,859.11 | \$ - | \$ - | \$ - | \$ - | 83,998.69 | 28,859.11 | | | | |
| 7611 | Lewis County Youth Employment Program (7611) 4/25 thru 9/26 | 120,174.33 | - | \$ - | \$ - | \$ - | \$ - | 120,174.33 | - | | | | |
| 7651 | Robertson County Youth Employment Program (7651) 4/25 thru 9/26 | 240,995.20 | 154,277.12 | \$ - | \$ - | \$ - | \$ - | 240,995.20 | 154,277.12 | | | | |
| 7640 | Augusta Independent Schools - FY 26 (7640) 4/25 to 9/26 | 102,251.89 | 57,474.56 | \$ - | \$ - | \$ - | \$ - | 102,251.89 | 57,474.56 | | | | |
| 7756 | Transfr - Yearly 06/15 523375 | 23,375.00 | - | \$ - | \$ - | \$ - | \$ - | 23,375.00 | - | | | | |
| 7757 | Career Edge (12600) | 39,999.00 | 39,999.00 | \$ 39,999.00 | \$ 39,999.00 | \$ - | \$ - | - | - | | | | |
| On-The-Job Training (OJT) Contracts | | | | | | | | | | | | | |
| Administrative Entity | | | | | | | | | | | | | |
| A | Administration Program Costs | 1,048,973.50 | 359,289.43 | 451,077.75 | 265,994.71 | \$ 102,895.75 | \$ 26,166.69 | \$ 495,000.00 | \$ 67,128.03 | | | | |
| 7300 | Administration (non fiscal agent) | 19,176.50 | 20,011.32 | 800.00 | 1,030.83 | \$ 18,376.50 | \$ 18,376.50 | \$ - | \$ 603.99 | | | | |
| 7306 | Fiscal Agent Contract | 104,096.00 | 39,892.32 | 38,000.00 | 20,764.87 | \$ 27,000.00 | \$ 329.99 | \$ 39,096.00 | \$ 18,797.46 | | | | |
| Total Administrative Entity | | 1,172,246.00 | 419,193.07 | 489,877.75 | \$287,790.41 | \$148,272.25 | \$44,873.18 | \$534,096.00 | \$86,529.48 | \$0.00 | \$0.00 | - | \$0.00 |
| One Stop Center Expenses | | | | | | | | | | | | | |
| 7700 | Direct Charges (ie Travel) | 1,000.00 | 846.63 | - | - | 1,000.00 | 846.63 | - | - | | | | |
| 7710 | Rent | 100,901.41 | 51,802.82 | - | - | 100,901.41 | 51,802.82 | - | - | | | | |
| 7720 | WiFi Service | 41.76 | 27.00 | - | - | 41.76 | 27.00 | - | - | | | | |
| ITA | Individual Training Accounts | 1,292,465.15 | 545,390.83 | 707,625.73 | 308,127.92 | 9,093.00 | 3,879.00 | 575,746.42 | 233,383.91 | | | | |
| Total Expenses and/or Obligations | | 5,036,810.20 | 1,820,705.34 | 2,127,502.48 | 804,225.56 | 423,929.94 | 186,818.39 | 2,485,377.78 | 829,661.39 | - | - | - | - |
| Non-Obligated Funding Available | | 2,676,191.73 | | 1,027,035.76 | | 728,711.26 | | 920,444.71 | | - | | - | |
| % Obligated | | 65% | | 67% | | 37% | | 73% | | 0% | | 0% | |

| 274YT25 | | | |
|-------------------------------|---------------|----------------------------------|--------------------------------|
| Report Term: | | 4/1/2024 | thru 2025 DEC |
| | | Calculation Method 1 | Calculation Method 2 - (State) |
| Youth Grant Categories | Target | based on Expenses to date | based on Full Budget |
| Out of School Expense | 75% | 85% | 43% |
| Work Experience | 20% | 45% | 23% |

| | | | | |
|---------------------|----|--------------|--------------------------------------------|-----------------|
| Budget | \$ | 1,646,675.93 | | |
| Total Expense | \$ | 844,983.48 | | |
| Percentage Expended | | 51% | | |
| Remaining Balance | \$ | 801,692.45 | | |
| | | | Local Administration | \$ 30,484.55 |
| | | | Calculation Budget Base (less Local Admin) | \$ 1,616,191.38 |

| In School vs Out of School | In School | Out of School | Local Administration | Total Expense |
|----------------------------|---------------|---------------|----------------------|---------------|
| | \$ 121,162.58 | \$ 693,336.35 | \$ 30,484.55 | \$ 844,983.48 |

| Work Experience | Work Experience | Non Work Experience | Total Expense |
|-----------------|-----------------|---------------------|---------------|
| | \$ 367,056.55 | \$ 477,926.93 | \$ 844,983.48 |

| 274YT26 | | | |
|-------------------------------|---------------|----------------------------------|--------------------------------|
| Report Term: | | 4/1/2025 | thru 2025 DEC |
| | | Calculation Method 1 | Calculation Method 2 - (State) |
| Youth Grant Categories | Target | based on Expenses to date | based on Full Budget |
| Out of School Expense | 75% | 0% | 0% |
| Work Experience | 20% | 0% | 0% |

| | | | | |
|---------------------|----|--------------|--------------------------------------------|-----------------|
| Budget | \$ | 2,141,525.20 | | |
| Total Expense | \$ | - | | |
| Percentage Expended | | 0% | | |
| Remaining Balance | \$ | 2,141,525.20 | | |
| | | | Local Administration | \$ - |
| | | | Calculation Budget Base (less Local Admin) | \$ 2,141,525.20 |

| In School vs Out of School | In School | Out of School | Local Administration | Total Expense |
|----------------------------|-----------|---------------|----------------------|---------------|
| | \$ - | \$ - | \$ - | \$ - |

| Work Experience | Work Experience | Non Work Experience | Total Expense |
|-----------------|-----------------|---------------------|---------------|
| | \$ - | \$ - | \$ - |

7908 Kentuckianna Works Contract

State funding to provide local workforce programming services to in-school and out-of-school youth, ages 16 to 24

WHEREAS, the allocation of funding for the Project is to enable Local Workforce Boards to serve two distinct populations: 1) high school students, particularly seniors who have indicated they do not intend to matriculate to college upon graduation and have requested assistance in finding a good job out of high school; and, 2) youth aged 16-24 who are not in school and either not working at all or working

| | |
|-------------------|-----------|
| Start Date | 7/1/2024 |
| End Date | 6/30/2026 |

| | |
|----------------------------|---------------|
| Contract Amount | \$ 952,380.96 |
| Cash Collected | \$ 714,285.72 |
| Pending Collections | \$ 238,095.24 |

| | |
|-------------------------|---------------|
| Expenses to Date | \$ 218,435.69 |
|-------------------------|---------------|

| | |
|----------------------------|--------|
| % of contract Spent | 22.94% |
|----------------------------|--------|

| | |
|-------------------------------------|--------|
| Remaining Contract Available | 77.06% |
|-------------------------------------|--------|

| | |
|-------------------------------|---------------|
| Available Cash on hand | \$ 495,850.03 |
|-------------------------------|---------------|

| | | |
|-----------------------------------------|------------|-------------|
| Expense Summary - Inception thru | DEC | 2025 |
|-----------------------------------------|------------|-------------|

| I. Budget Analysis | Current Obligation | Total Expended to Date | Obligated Funds Remaining |
|--------------------------------------|--------------------|------------------------|---------------------------|
| <i>Amendment #</i> | | | |
| Salaries | \$ 74,286 | \$ 54,284 | \$ 20,001 |
| Fringe Benefits (if applicable) | \$ 69,524 | \$ 45,945 | \$ 23,579 |
| Staff Development/Training | \$ 2,388 | \$ 825 | \$ 1,563 |
| Educational Outreach and Services | \$ 2,857 | \$ 168 | \$ 2,689 |
| Travel, Transportation, and Per Diem | \$ 5,714 | \$ 1,385 | \$ 4,329 |
| Subawards/Contractual | \$ 748,095 | \$ 87,518 | \$ 660,578 |
| Materials and Supplies | \$ 1,905 | \$ 846 | \$ 1,058 |
| Facilities | | \$ 1,228 | \$ (1,228) |
| Administration | \$ 9,524 | \$ 3,805 | \$ 5,719 |
| Equipment | \$ 1,905 | \$ 5,092 | \$ (3,188) |
| Other | \$ 36,183 | \$ 17,339 | \$ 18,844 |
| TOTAL | \$ 952,381 | \$ 218,436 | \$ 733,945 |

YOUTH COMMITTEE
FY26 - 27 YOUTH EMPLOYMENT PROGRAM

| Applicant | Description | Strengths | Concerns/Questions | Recommendation of Review Committee |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| <p>Augusta Independent School</p> <p><u>Number of participants:</u> 25</p> <p><u>Counties Requested:</u> Bracken</p> <p><u>Funds requested:</u> \$100,110.60</p> <p><u>Office Location:</u> Augusta Independent School</p> <p><u>Rating:</u> 107</p> <p><u>Cost Per Participant:</u> \$4,004.42</p> <p><u>Staff:</u> -Co-Program Director – 12 weeks, 20 hrs. per week, \$42.12 per hour -Co-Program Director – 12 weeks, 20 hrs. per week, \$42.12 per hour -Finance Officer – 12 weeks, 3 hrs. per week, \$84.31 per hour</p> <p>Personnel Cost: 24.8%</p> | <p>In-School Youth: 5 Out-of-School youth: 20</p> <p>240 hours of work experience available for each participant at \$10.00 per hour</p> <p>Up to \$400 in incentives:</p> <ul style="list-style-type: none"> • \$100 for completing orientation. • \$100 for completing 2 academic goal workshops. • \$100 for completing 2 occupational goal workshops. • \$100 for positive post-evaluation (80% or higher). | <p>Utilized multiple Census Bureau data points to support need for the program within Bracken.</p> <p>Good strategies in recruitment section</p> <p>Extensive partnership list mentioning multiple worksite locations.</p> <p>Provided all requested supporting documents and optional worksite evaluation documents</p> <p>In-kind services valued at \$68,588.10</p> | <p>Performance data does not match our records.</p> <p>An incorrect formula was used to calculate staff salary.</p> <p>Need to define what constitutes a “positive evaluation” for incentive plan.</p> <p>Unclear description of how TABE testing will be used as a successful measure</p> | <p>Approve pending availability of funds.</p> |

YOUTH COMMITTEE
FY26 - 27 YOUTH EMPLOYMENT PROGRAM

| Applicant | Description | Strengths | Concerns/Questions | Recommendation of Review Committee |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| <p>Gateway Community Action</p> <p><u>Number of participants:</u> 35</p> <p><u>Counties Requested:</u> Bath, Montgomery, and Rowan</p> <p><u>Funds requested:</u> \$150,000.00</p> <p><u>Office Location:</u> Gateway Community Action 151 University Drive, West Liberty, Ky, 41472</p> <p><u>Rating:</u> 112</p> <p><u>Cost Per Participant:</u> \$4279.49</p> <p><u>Staff:</u> Ky Career Center JobSight Career Advisor - \$16.35, 640 hours total</p> <p>Senior Director of Economic Development - \$28.85, 210 hours total</p> <p>Personnel Cost: 22%</p> | <p>In-School Youth: 6 Out-of-School youth: 29</p> <p>240 hours of work experience available for each participant at \$9.50 per hour</p> <p>Up to \$400 in incentives:</p> <ul style="list-style-type: none"> • \$75 for completion of work readiness orientation • \$50 for achievement of Career Readiness Credential • \$75 for Successful completion of work experience • \$50 for completion of financial literacy modules • \$100 for successful transition to post-secondary training or education enrollment • \$50 completion of leadership development or occupation exploration | <p>Propose to serve 3 counties.</p> <p>Provided all requested supporting documents, as well as optional documents for worksite evaluation.</p> <p>Past performance narrative outlines experience with WIOA youth workforce initiatives in non-TENCO counties</p> <p>Detailed need for the program.</p> <p>Listed maintaining KEE Suite as an essential function in the Career Advisor job description.</p> <p>In-kind services valued at \$15,951.76</p> | <p>Personnel cost percentage should be 22.4%.</p> <p>Regularly uses 6.5 months as a multiplier in the budget, but the reason for this is unclear.</p> <p>Need to define what constitutes a “positive evaluation” for incentive plan.</p> <p>Needs to specify which modules are required to earn the incentives.</p> | <p>Approve pending availability of funds.</p> |

YOUTH COMMITTEE
FY26 - 27 YOUTH EMPLOYMENT PROGRAM

| Applicant | Description | Strengths | Concerns/Questions | Recommendation of Review Committee |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|-----------------------------------------------|
| <p>Lewis County Board of Education</p> <p><u>Number of participants:</u> 35</p> <p><u>Counties Requested:</u> Lewis</p> <p><u>Funding requested:</u> \$140,182.31</p> <p><u>Office Location:</u> Lewis County High School</p> <p><u>Proposal Rating:</u> 111</p> <p><u>Cost Per Participant:</u> \$4,005.21</p> <p><u>Staff:</u> -Program Director - 500 hours, \$40 per hour -Program Assistant – 300 hours, \$25.00 per hour</p> <p>Personnel Cost: 24.97%</p> | <p>In-School Youth: 7 Out-of-School Youth: 28</p> <p>240 hours of work experience available for each participant at \$10.00 per hour</p> <p>Up to \$400 in incentives:</p> <ul style="list-style-type: none"> • \$100 for completing orientation. • \$100 for completing 2 academic goal workshops. • \$100 for completing 2 occupational goal workshops. • \$100 for positive post-evaluation (80% or higher). | <p>Detailed description of the need for the program, recruitment strategy, and curriculum.</p> <p>Provided all requested supporting documents, as well as optional documents for worksite evaluation.</p> <p>Detailed plan for if more applicants than spots available.</p> <p>In-kind services valued at \$85,961.00</p> | <p>Requested data for the past three years was not included; only PY25 data was provided.</p> | <p>Approve pending availability of funds.</p> |

YOUTH COMMITTEE
FY26 - 27 YOUTH EMPLOYMENT PROGRAM

| Applicant | Description | Strengths | Concerns/Questions | Recommendation of Review Committee |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|-----------------------------------------------|
| <p>Mason County Board of Education</p> <p><u>Number of participants:</u> 40</p> <p><u>Counties Requested:</u> Mason</p> <p><u>Funds requested:</u> \$159,476.73</p> <p><u>Office Location:</u> Mason County Schools - 380 West Maple Leaf Road, Maysville, KY</p> <p><u>Rating:</u> 106</p> <p><u>Cost Per Participant:</u> \$2,989.84</p> <p><u>Staff:</u> Student Affairs Specialist: 100%</p> <p>Personnel Cost: 25%</p> | <p>In-School Youth: 8 Out-of-School youth: 32</p> <p>Emphasizes need for and desire to provide community-based, individualized services related to work experience and employability to at-risk youth in Mason County</p> <p>Up to \$400 in incentives:</p> <ul style="list-style-type: none"> • \$100 for completing leadership/employment prep workshop. • \$100 for completing a financial literacy workshop. • \$100 for completing a post-secondary transition/occupational exploration workshop. • \$100 for positive post-evaluation (80% or higher) <p>240 hours of work experience available for each participant at \$10.00 per hour</p> | <p>Performance measures on track to meet required rate for PY25.</p> <p>Provided all requested supporting documents, as well as optional documents of a worksite evaluation form and a sample letter of worksite outreach.</p> <p>Detailed descriptions of workshops and how required elements will be incorporated.</p> <p>Detailed incentive plan.</p> <p>In-kind Services valued at \$8,300</p> | <p>Limited performance evidence was provided.</p> | <p>Approve pending availability of funds.</p> |

YOUTH COMMITTEE
FY26 - 27 YOUTH EMPLOYMENT PROGRAM

| Applicant | Description | Strengths | Concerns/Questions | Recommendation of Review Committee |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|
| <p>Robertson County Board of Education</p> <p><u>Number of participants:</u> 65</p> <p><u>Counties Requested:</u> Robertson, Mason, Bracken</p> <p><u>Funds requested:</u> \$240,995.20</p> <p><u>Office Location:</u> Robertson County School</p> <p><u>Rating:</u> 113</p> <p><u>Cost Per Participant:</u> \$3,707.62</p> <p><u>Staff:</u> 3 Program Directors – 100% (\$20/hr. x 640 hours)</p> <p>Personnel Cost: 18.05%</p> | <p>In-School Youth: 13 Out-of-School youth: 52</p> <p>Emphasizes high need for YEP in Robertson County due to lack of industry/employers so that youth can gain employment skills and work experience they may not have the opportunity for otherwise.</p> <p>Up to \$400 in incentives:</p> <ul style="list-style-type: none"> • \$50 for completing orientation. • \$50 for completing a leadership development goal during a workshop. • \$50 for completing an academic component goal of researching and documenting what academic areas their work experiences line up with (reading, math, science, etc.) • \$50 for completing an occupational goal through a career interest survey. • \$50 for completing a financial literacy workshop. • \$50 for completing a post-secondary transition workshop. • \$100 for positive post-evaluation <p>240 hours of work experience available for each participant at \$10.00 per hour</p> | <p>All participants from PY25 received a measurable skill gain.</p> <p>Performance measures on track to meet required rate for PY25.</p> <p>Detailed methodology behind staffing decision and need for this program.</p> <p>Provided all requested supporting documents.</p> <p>In-kind Services valued at \$80,774</p> | <p>Marked Mason and Bracken on counties requested but only mention Robertson County throughout the rest of the proposal.</p> <p>No details of how they will recruit/perform outreach in all 3 counties requested.</p> <p>Incomplete answer for #5.</p> <p>Need to define what constitutes a “positive evaluation” for incentive plan.</p> | <p>Approve pending availability of funds.</p> |

| OPTION 1 Students Each Contract | Reduce # of | SUBMITTED PROPOSALS | | | ADJUSTMENT BASED ON REDUCED NUMBER OF STUDENTS | | | | |
|------------------------------------|-------------|----------------------|------------------|------------|------------------------------------------------|-------------------|------------------------------|----------------------|-------------------------|
| | | CONTRACT TOTAL | COST PER STUDENT | # STUDENTS | # STUDENTS REDUCED | # STUDENTS SERVED | SAVINGS -BY PER STUDENT COST | NEW CONTRACT AMOUNT | TOTAL TARGET |
| ROBERTSON | | \$ 240,995.20 | \$ 3,707.62 | 65 | 39 | 26 | \$ 144,597.18 | \$ 96,398.02 | |
| MASON | | \$ 159,476.73 | \$ 2,989.84 | 40 | 13 | 27 | \$ 38,867.92 | \$ 120,608.81 | |
| LEWIS | | \$ 140,182.31 | \$ 4,005.21 | 35 | 8 | 27 | \$ 32,041.68 | \$ 108,140.63 | |
| GATEWAY | | \$ 150,000.00 | \$ 4,279.49 | 35 | 8 | 27 | \$ 34,235.92 | \$ 115,764.08 | |
| AUGUSTA- Held Harmless by Number | | \$ 100,110.60 | \$ 4,004.42 | 25 | 0 | 25 | \$ - | \$ 100,110.60 | |
| Totals | | \$ 790,764.84 | | 200 | | 132 | \$ 249,742.70 | \$ 541,022.14 | TARGET \$541,624 |

OPTION 1 NOTES

1. Augusta is Held Harmless in Option 1 - as the Number of Students served is 25.
2. Option 1 Allows Each Entity to Serve 25-27 Students

| OPTION 2 of Deficit Reduces Each Contract | Percentage | SUBMITTED PROPOSALS | | | ADJUSTMENT BASED ON REDUCED by 31.5% | | | | TOTAL TARGET |
|----------------------------------------------|------------|----------------------|------------------|------------|--------------------------------------|----------------------|-------------------|--------------------|-------------------------|
| | | CONTRACT TOTAL | COST PER STUDENT | # STUDENTS | CONTRACT REDUCTION | NEW CONTRACT AMOUNT | # STUDENTS SERVED | # STUDENTS REDUCED | |
| ROBERTSON | | \$ 240,995.20 | \$ 3,707.62 | 65 | \$ 75,913.49 | \$ 165,081.71 | 45 | 20 | |
| MASON | | \$ 159,476.73 | \$ 2,989.84 | 40 | \$ 50,235.17 | \$ 109,241.56 | 37 | 3 | |
| LEWIS | | \$ 140,182.31 | \$ 4,005.21 | 35 | \$ 44,157.43 | \$ 96,024.88 | 24 | 11 | |
| GATEWAY | | \$ 150,000.00 | \$ 4,279.49 | 35 | \$ 47,250.00 | \$ 102,750.00 | 24 | 11 | |
| AUGUSTA | | \$ 100,110.60 | \$ 4,004.42 | 25 | \$ 31,534.84 | \$ 68,575.76 | 17 | 8 | |
| Totals | | \$ 790,764.84 | | 200 | \$ 249,090.92 | \$ 541,673.92 | 146 | | TARGET \$541,624 |

OPTION 2 NOTES

1. A 31.5% Reduction in Contract Amount across the Board to all 5 Proposals.
2. This Option Serves 146 Students - Compared to Serving 132 Students in Option 1.

| OPTION 3 Eliminate Incentives and #of Hours First, Then Reduce Number of Students | SUBMITTED PROPOSALS | | | | | | ADJUSTMENT BASED ON REDUCED NUMBER OF STUDENTS, REDUCED HOURS, REDUCED INCENTIVES | | | | | | | TOTAL TARGET |
|-----------------------------------------------------------------------------------------|----------------------|------------------|------------|-------------------|---------------|------------------------|-----------------------------------------------------------------------------------|--------------------|-------------------------------------------|----------------------|--------------------|-------------------|-----------------------------------|--------------|
| | CONTRACT TOTAL | COST PER STUDENT | # STUDENTS | HOURS PER STUDENT | RATE PER HOUR | INCENTIVES PER STUDENT | REDUCED AMOUNT OF INCENTIVES PER STUDENT | REDUCED # OF HOURS | Savings per Students by Reducing 40 Hours | NEW PER STUDENT COST | # STUDENTS REDUCED | # STUDENTS SERVED | NEW CONTRACT AMOUNT | |
| ROBERTSON | \$ 240,995.20 | \$ 3,707.62 | 65 | 240 | \$ 10.00 | \$ 400.00 | \$ 400.00 | 40 | \$ 400.00 | \$ 2,907.62 | 17 | 48 | \$ 139,565.76 | |
| MASON | \$ 159,476.73 | \$ 2,989.84 | 40 | 240 | \$ 10.00 | \$ 400.00 | \$ 400.00 | 40 | \$ 400.00 | \$ 2,189.84 | 0 | 40 | \$ 87,593.60 | |
| LEWIS | \$ 140,182.31 | \$ 4,005.21 | 35 | 240 | \$ 10.00 | \$ 400.00 | \$ 400.00 | 40 | \$ 400.00 | \$ 3,205.21 | 0 | 35 | \$ 112,182.35 | |
| GATEWAY | \$ 150,000.00 | \$ 4,279.49 | 35 | 240 | \$ 9.50 | \$ 400.00 | \$ 400.00 | 40 | \$ 380.00 | \$ 3,499.49 | 0 | 35 | \$ 122,482.15 | |
| AUGUSTA- Held Harmless by Number | \$ 100,110.60 | \$ 4,004.42 | 25 | 240 | \$ 10.00 | \$ 400.00 | \$ 400.00 | 40 | \$ 400.00 | \$ 3,204.42 | 0 | 25 | \$ 80,110.50 | |
| Totals | \$ 790,764.84 | | 200 | | | | | | | | | 183 | \$ 541,934.36 | |
| | | | | | | | | | | | | | TARGET \$541,624 | |

| OPTION 3 NOTES |
|--------------------------------------------------------------------------------------|
| 1. Reduces Number of Students - Attempt to Equalize Number of Students in Each Area. |
| 5. LARGEST NUMBER OF STUDENTS SERVED COMPARED TO ALL OTHER OPTIONS |
| 3. ELIMINATES - All Incentives in ALL Contracts. - No Incentives Paid. |
| 4. REDUCES # of HOURS from 240 to 200 in ALL Contracts |

EXPLANATION OF HOW REDUCTION IS MADE:

1. FIRST REDUCE THE COST PER STUDENT BY REDUCING THE NUMBER OF HOURS BY 40 HOURS PER STUDENT
2. SECOND REDUCE THE COST PER STUDENT BY INCENTIVE PAY TO THE STUDENT
3. REDUCES CONTRACTS BY NEW STUDENT COSTS TO FUND MAXIMUM NUMBER OF STUDENTS.

| OPTION 4 Eliminate Incentives and #of Hours First, Then Reduce Number of Students | SUBMITTED PROPOSALS | | | | | | ADJUSTMENT BASED ON REDUCED NUMBER OF STUDENTS, REDUCED HOURS, REDUCED INCENTIVES | | | | | | | TOTAL TARGET |
|-----------------------------------------------------------------------------------------|----------------------|------------------|------------|-------------------|---------------|------------------------|-----------------------------------------------------------------------------------|--------------------|-------------------------------------------|----------------------|--------------------|-------------------|-----------------------------------|--------------|
| | CONTRACT TOTAL | COST PER STUDENT | # STUDENTS | HOURS PER STUDENT | RATE PER HOUR | INCENTIVES PER STUDENT | REDUCED AMOUNT OF INCENTIVES PER STUDENT | REDUCED # OF HOURS | Savings per Students by Reducing 40 Hours | NEW PER STUDENT COST | # STUDENTS REDUCED | # STUDENTS SERVED | NEW CONTRACT AMOUNT | |
| ROBERTSON | \$ 240,995.20 | \$ 3,707.62 | 65 | 240 | \$ 10.00 | \$ 400.00 | \$ 275.00 | 40 | \$ 400.00 | \$ 3,032.62 | 25 | 40 | \$ 121,304.80 | |
| MASON | \$ 159,476.73 | \$ 2,989.84 | 40 | 240 | \$ 10.00 | \$ 400.00 | \$ 275.00 | 40 | \$ 400.00 | \$ 2,314.84 | 0 | 40 | \$ 92,593.60 | |
| LEWIS | \$ 140,182.31 | \$ 4,005.21 | 35 | 240 | \$ 10.00 | \$ 400.00 | \$ 275.00 | 40 | \$ 400.00 | \$ 3,330.21 | 0 | 35 | \$ 116,557.35 | |
| GATEWAY | \$ 150,000.00 | \$ 4,279.49 | 35 | 240 | \$ 9.50 | \$ 400.00 | \$ 275.00 | 40 | \$ 380.00 | \$ 3,624.49 | 0 | 35 | \$ 126,857.15 | |
| AUGUSTA- Held Harmless by Number | \$ 100,110.60 | \$ 4,004.42 | 25 | 240 | \$ 10.00 | \$ 400.00 | \$ 275.00 | 40 | \$ 400.00 | \$ 3,329.42 | 0 | 25 | \$ 83,235.50 | |
| Totals | \$ 790,764.84 | | 200 | | | | | | | | | 175 | \$ 540,548.40 | |
| | | | | | | | | | | | | | TARGET \$541,624 | |

| OPTION 4 NOTES |
|-------------------------------------------------------------------------------|
| 1. REDUCES INCENTIVES DOWN TO \$125 PER STUDENT |
| 2. REDUCE HOURS FROM 240 HOURS PER STUDENT DOWN TO 200 HOURS PER STUDENT |
| 3. HOLDS HARMLESS PERSONNEL COSTS IN EACH CONTRACT |
| 4. EQUALIZES NUMBER OF STUDENTS SERVED IN EACH AREA AS PROPOSED |
| 5. THIS OPTION SERVES SLIGHTLY LESS STUDENTS WITH STILL OFFERING AN INCENTIVE |

EXPLANATION OF HOW REDUCTION IS MADE:

1. FIRST REDUCE THE COST PER STUDENT BY REDUCING THE NUMBER OF HOURS>
2. SECOND REDUCE THE COST PER STUDENT BY INCENTIVE PAY TO THE STUDENT
3. REDUCES CONTRACTS BY NEW STUDENT COSTS TO FUND MAXIMUM NUMBER OF STUDENTS.

**TENCO WORKFORCE DEVELOPMENT BOARD
IN-DEMAND INDUSTRY CERTIFICATION
FOR SECONDARY SCHOOLS**

| Healthcare | Recommendation | Comment |
|---------------------------------------|----------------|---------|
| Health Science Pre- Nursing | HIGH | |
| Allied Health | HIGH | |
| Phlebotomy Technician | HIGH | |
| Pre-Nursing | HIGH | |
| NOCTI: Healthcare Core | HIGH | |
| Certified Patient Care Technician | HIGH | |
| Medicaid Nurses Aid | HIGH | |
| EKG Tech | HIGH | |
| Pharmacy Tech | HIGH | |
| EMT | HIGH | |
| Commonwealth Child Care Credential | HIGH | |

| Manufacturing/Logistics | Survey Results | Comment |
|-------------------------------------------|----------------|---------|
| Computerized Maintenance and Machining | HIGH | |
| Industrial Maintenance | HIGH | |
| Industrial Electrician Assistant | MEDIUM | |
| Engineering Design | MEDIUM | |
| Civil Engineering | MEDIUM | |
| Pre-Engineering | MEDIUM | |
| CDL | HIGH | |
| Lineman/Lineworker | HIGH | |

| Construction | Survey Results | Comment |
|---------------------------------------|----------------|---------|
| Welding | HIGH | |
| Construction Carpentry | HIGH | |
| Residential Carpenter Assistant | MEDIUM | |
| Commercial Carpentry Skills Trades | MEDIUM | |
| CADD- Mechanical Designer | MEDIUM | |
| CADD-Design Engineering | MEDIUM | |
| Welding Pre-Apprenticeship | MEDIUM | |
| Pre-Engineering | MEDIUM | |
| AutoCAD Certified User | MEDIUM | |
| Fusion 360 Certified User | LOW | |
| Autodesk Inventor Certified User | MEDIUM | |
| Autodesk Revit Certified User | MEDIUM | |
| NOCTI-CAD Foundations | LOW | |

| | | |
|----------------------------------------------|--------|--|
| DOT 3G/4G Weld Test | LOW | |
| NCCER- Core and Electrical Level 1 | MEDIUM | |
| Electrical Alliance Interim Credential -IBEW | MEDIUM | |
| OSHA 10 | MEDIUM | |
| Autodesk AutoCAD | MEDIUM | |
| Autodesk Invento | MEDIUM | |
| TRACK Youth Apprenticeship | LOW | |
| AMTEC Emerging Technician | MEDIUM | |
| ASK Maintenance and Light Repark | LOW | |

| Education | Survey Results | Comment |
|-----------------------------------------|----------------|---------|
| Early Childhood Education | HIGH | |
| Teaching & Learning | HIGH | |
| AAFCS Pre-Pac Early Childhood Education | HIGH | |
| KY Child Care and Education Orientation | HIGH | |
| Commonwealth Child Care Certificate | HIGH | |
| Pediatric Abusive Head Trauma | HIGH | |

| Professional, Scientific, and Technical Services | Survey Results | Comment |
|--------------------------------------------------|----------------|---------|
| Management and Entrepreneurship | MEDIUM | |
| Marketing | MEDIUM | |
| E-Commerce | LOW | |
| Information Support Services | MEDIUM | |
| Microsoft Office Specialist | HIGH | |
| Fundamental Business Concepts | MEDIUM | |
| TestOut Office Pro | MEDIUM | |
| ASK Exam: Business Fundamentals | LOW | |
| Adobe Certified Illustrator | MEDIUM | |
| Adobe Certified In Design | MEDIUM | |
| Adobe Photoshop | MEDIUM | |
| Adobe Premiere Pro | MEDIUM | |

| Other | Survey Results | Comment |
|----------------------------------------------------|----------------|---------|
| Agribusiness System | MEDIUM | |
| Agriculture Power | MEDIUM | |
| Animal Science Systems | MEDIUM | |
| Environmental Science and Natural Resource Systems | MEDIUM | |
| Agricultural Power, Structural, Technical Systems | MEDIUM | |
| Plant Science Systems | MEDIUM | |
| Certified Solid Works Associate | MEDIUM | |
| Beef Quality Assurance | MEDIUM | |
| iCEV Elanco Fundamentals of Animal Science | MEDIUM | |
| iCEV Elanco Veterinary Medical Applications | MEDIUM | |
| NAVTAQ Veterinary Assisting Certification | MEDIUM | |
| Army Junior Reserve Officer Training | MEDIUM | |
| ASE Certification | MEDIUM | |
| Section 608 Technician Certification | MEDIUM | |
| iCEV Plant Sciences | MEDIUM | |
| Culinary Science | MEDIUM | |
| Family & Consumer Sciences | MEDIUM | |
| AAFCS Pre-Pac Culinary | LOW | |
| AAFCS Pre-Pac Family & Community Services | LOW | |
| iCEV Principles of Small Engine Technology | LOW | |
| Serv Safe Food Manager | MEDIUM | |
| Automotive Maintenance and Light Repair | MEDIUM | |
| JROTC 3 Year Certificate of Training | LOW | |
| Game Design/Development | LOW | |
| Computer Programming | MEDIUM | |

New Industry Credential Requests:

RETA CARO/CIRO Certifications- Refrigeration Tech., Medical Billing/Coding

Sectors responding to survey

Manufacturing- 4

Healthcare-3

Education-3

Construction- 2

GARRISON, QUINCY, KY-O-HEIGHTS WATER DISTRICT
284 MURPHY'S LANE
P.O. BOX 279
GARRISON, KY 41141
OFFICE: (606) 757-4898
Equal Opportunity Employer and Provider

To Whom It May Concern,

I am writing on behalf of Garrison, Quincy, KY-O-Heights Water District (Garrison Water District) in appreciation for the PYKW program. We, as many, have had issues with Utility Operators retiring and stepping away from this line of work over the past several years. Fulfilling the vacant positions and keeping up with the work load has been a challenge.

At one of our local Area Development District Water Council Meetings, I had an opportunity to meet Katheryn French, Youth Career Coach with the TENCO Workforce Development Board. She presented her program thoroughly and was very excited to share the opportunities that were before us as Utility Companies. We engaged in conversation after the meeting and had a lengthy follow up phone call about how this program might benefit our District.

A few days after our conversation, Ms. French brought to my attention that one of the enrollees in her program was in fact a young man I had used the summer of 2025 for additional help around the office grounds and Water Plant. We completed all the requirements through this program that is run through our local School District to get him hired. We have certainly benefited from this wonderful program.

The young man, Braxton Detillion, not only worked for the District this summer, but was also a Little League player I had the opportunity to coach several years ago. When Braxton knew that he would get an opportunity to work with us through this program, he was as excited as we were here at the District.

We knew from the time he spent working with us this past summer that he had great work ethic and wanted to learn more. Since then Braxton has proven this many times over. He has been involved in every aspect of the vast responsibilities of the Water and Wastewater operations here at our District.

He not only shows up with a good attitude but is on time and eager to learn more. He is ready and waiting to be involved with whatever is going on at the time. He is very self-motivated, taking it upon himself to check on ongoing projects that he might miss out on while he is in school for the partial days. This young man has not only been a general laborer for us but has been involved with more technical aspects of this job and has done remarkably well.

I believe that not only has Braxton realized a whole new opportunity but we at Garrison Water District have been able to see some great potential in our local youth. This was all made possible by the funding of the PYKW program and the hard work and dedication that Katheryn French has put into it. Like I have told Ms. French many times, this work relationship has been a win-win. All the thanks go to the ones who made the funding for this program available.

On behalf of the Garrison Water District and myself, we thank you.

Sincerely,

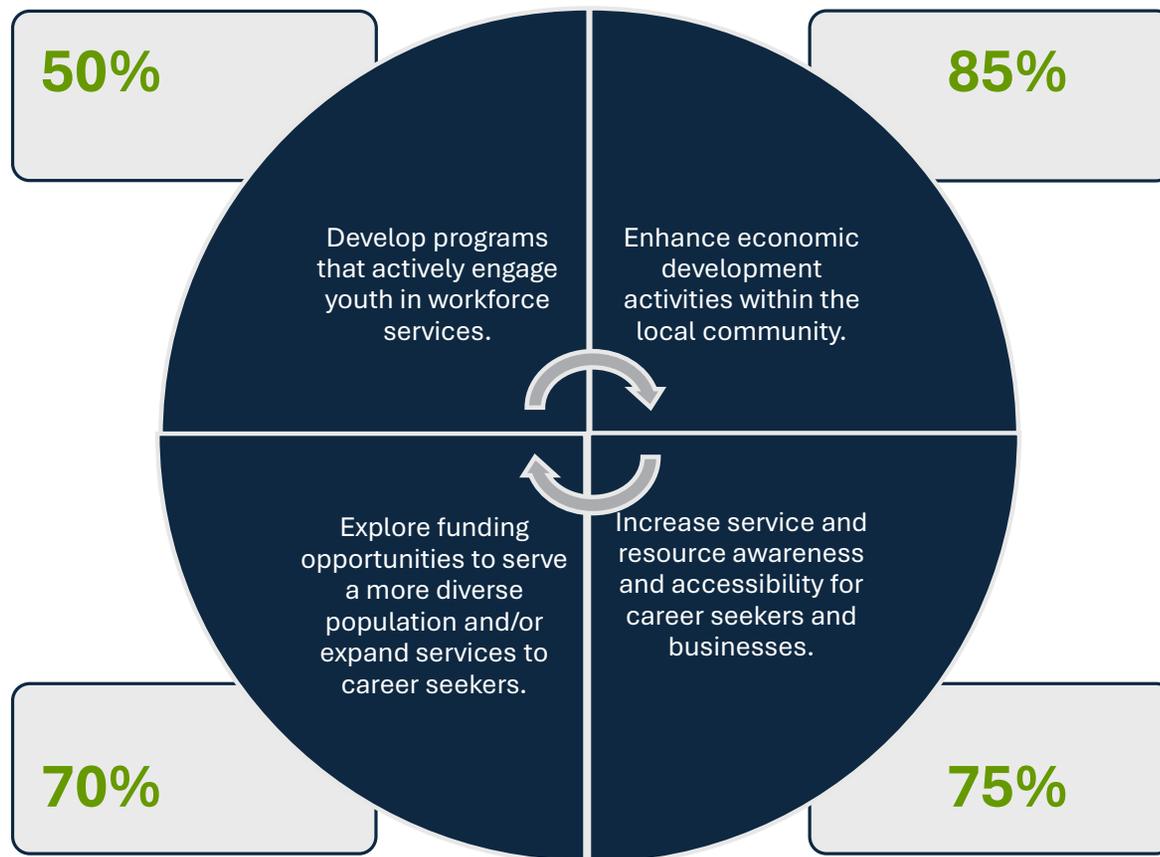


Trent Underwood, Manager
Garrison Water District

Youth Year-Round Request for Proposal Highlights FY 27

- Base Year: July 1, 2026 – June 30, 2027 with an option of a renewal for three additional years.
- Maximum Funds Available: \$800,000.
- Focus on out-of-school – those with barriers who have either dropped out of school and/or graduated from secondary school but still requires additional assistance to gain employment and/or be successful in training. A minimum of 75% must be out-of-school youth.
- Work-based learning must be 20% of the total costs of each project.
- All required elements as established by the law:
 1. Tutoring / Study Skills,
 2. Alternative school,
 3. Paid / Unpaid Work Experience,
 4. Occupational Skills Training,
 5. Education concurrently offered with Workforce preparation and training,
 6. Leadership Development,
 7. Supportive Services,
 8. Adult Mentoring,
 9. Follow-up Services,
 10. Comprehensive Guidance and Counseling,
 11. Financial Literacy,
 12. Entrepreneurial Skills Training,
 13. Labor Market Information, and
 14. Transition to Postsecondary Education and Training.
- Service Provider Responsibilities: Recruit, assess, eligibility, referrals, present and / or facilitate workshops, monthly case management, coordinate services among partners, and follow-up.
- Performance measures as established by the Department for Workforce Development: Entered Employment, Wages, Credential Rate, and Measurable Skills Gain

STRATEGIC PLAN 2023-2028





TENCO Workforce Development Board Director Report for February 2026

**Data reflects July 1 - January 31*

Putting Young Kentuckians to Work

Total Enrollments: **145 (13 pending)**

Active caseload: **8**

Participants in Follow-Up: **14**

Participants Exited: **52**

Active Work Experience: **15**

Active Co-ops: **5 (30 pending)**

Work Experience Completed: **5**

Performance: **14/200**

WIOA Training Services Data



Meetings and Events Attended

- KCC Management Team Meeting
- BTADD Board Meeting
- WIB Directors Meeting
- Ky Council of Area Dev. Districts Board
- Ky Workforce Summit
- KCC TENCO Partner Mtg

Upcoming Events

- Early Childhood Education SWATT Webinar - March 5
- Early Childhood Education Summit - March 10-11
- KCC TENCO Partner Training - March 18
- Northeast KY Workforce Conference- March 25
- State Monitoring - March 30 - April 3
- Tri-State Buisness Conference - June 12

Upcoming Events



Kentucky Council of ADDs Legislative Day

Kentucky Workforce Summit

Career Center Traffic

- Employment Services - RESEA: 191
- Employment Services-Job Search: 747
- UI-File Claim: 1,069
- UI-Request Benefits: 343
- UI-Other: 555
- Training (WIOA): 522
- OVR: 129
- Job Fair/Hiring Event: 98
- Drug Court: 419
- Veteran's Services: 35
- Partner/Visitor: 228
- Workshop: 160

TOTAL SERVED BY TENCO: 4,496

Customer Satisfaction

| |
|-------------------------------------------------|
| Treated Courteously & Professionally |
| 96.71% Strongly Agree |
| Staff was Knowledgeable |
| 96.24% Strongly Agree |
| Return or Recommend Services |
| 99.53% Strongly Agree |
| Wait Time |
| 93.86% less than 5mins |
| Would Return to Center? |
| 99.53% Yes |

Career Center Traffic By Center

