



FY18 MINUTES

NORTHERN KENTUCKY WORKFORCE INVESTMENT BOARD

Northern Kentucky Area Development District

Tuesday, January 9, 2018

8:30 am

Chairperson Andrew Aiello called the meeting to order at 9:00 am

SELF-IDENTIFICATION OF MEMEBRS

None

MEMBERS PRESENT

Andrew Aiello
Chris Bateman
Michelle Cestaric
Jackie Coleman
Brent Cooper
Natalie Cummins
Dana Dobbs
Fernando Figueroa
Jeff Greelish
Stacey Miller
Polly Lusk Page
Dave Schroeder
Carissa Schutzman
Laura Scroggins
Florence Tandy
Rhonda Whitaker
Joe Williams

MEMBERS EXCUSED

John Baines
Kevin Bonhaus
Vera Hall
Janet Harrah
Ryan Henson
Robert Stafford
Michelle Tyson

Absent

Chad Day
Timothy Donoghue
Chris Fridel
Kristie Henry
Ken Shots
Wade Williams

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Staff

Jason Ashbrook
David Klokner
Katie Jo Berkshire Kirkpatrick
Liberty Kordish
Tonia Slone
Barbara Stewart
Dena Shea

Guest

Jarrett Spisak - Brighton Center
Dave Fleischer - ACPHAT Beta Strategies
Peg Russell - Gateway Adult Ed
Becky Reynolds - JCTC Carrollton JAC
Jane Myers - OET
Talia Frye - Brighton Center
Alicia Webb-Edgington - Life Learning Center
Debby Combs - PCW
Keith Jones - Brighton Center
Hope Arthur - PCW
Ellen Bates - Brighton Center
Natalie Ruppert - Kenton County Library
Chris Bradburn - Housing Authority of Covington
Jon Adkins - Housing Authority of Covington
Patricia Bourne - CEO Resources, Inc.
Jo Ellen Mitchell - Adult Education
Ray Leather - Educ. Workforce Development Cabinet
Darlene Bussell - Office of Employment & Training

APPROVAL OF MINUTES

Polly Lusk Page motioned to approve the **September 12, 2017 minutes**. Carissa Schutzman seconded the motion. Motion carried.

ACCOUNTABILITY/TRANSPARENCY and DATA ANALYSIS

Committee Status Reports

Membership & Board Operating

Michelle Cestaric reported on By-Law changes and changes to the Outreach Committee.

Motion

Michelle Cestaric moved to change the By-Laws. Where absence of the member becomes necessary, if the member has called for an excused absence, then the member can vote by, utilization of a video presence with audio capabilities. Second by Stacey Miller. Motion carried.

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Michelle Cestaric presented two new nominations.

Brandon Thompson, Johnson Control

Alecia Webb-Edgington, Life Learning Center

Motion

Michelle Cestaric moved to accept the nominations. Seconded by Rhonda Whitaker, motion carried.

Michelle Cestaric reported on a business card to enhance the awareness and marketing of the WIB. The new business card is for members to use while out in the community. The business cards have been completed and handed out.

Program/Youth Committee

Finance Report

Barbara Stewart reported. For fiscal year 18 through November 2017, which is 42% of the year, with 31% of obligated funds spent.

Medicaid/SNAP

Barbara Stewart and Tonia Slone reported. The SNAP program was rolled out in Owen and Campbell counties on January 2, 2018. The two counties have six assessments scheduled. The other six counties are scheduled for a February 1, 2018 roll out.

The state timeline for the approval of the SNAP E&T MOA contract did not co-inside with the scheduled WIB Meeting so the contract was approved and signed before the meeting was held.

Opportunity Youth

Polly Lusk Page reported on the Youth Response Team. This Committee is to help youth ages 16-24 connect to the many systems that can touch their lives, and to build and deepen education employment pathways. During the first Youth Response Team's meeting, the committee came up with 5 recommendations.

- Stable Housing
- Permanent Connections
- Education
- Training Employment
- Health and social/emotional well-being, and self-sufficiency.

This Committee will be under the NKWIB Program/Youth Committee, and will meet quarterly.

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Career Center Certification update

Jason Ashbrook reported. The Career Center in Covington, KY will be up for re-certification in the next few months. There is an application process, with the NKWIB having the final approval. The Board will be kept updated on the process.

Outreach

Katie Jo Berkshire Kirkpatrick reported on the Outreach plan to engage the Judge Executives and Elected Officials by sending out small amounts of statistics from the Kentucky Career Center by-monthly. These snip-bits of information will be called Fast Facts. Katie Jo explained the Kentucky Career Center has developed a community outreach program, Tag a Bus, to showcase the Center's services with a unique art experience in a relax fun atmosphere. The program is through Arts Way. A local graffiti artist will teach and assist guest with creating their own spray painted "tag". The guest can leave their "tag" on a movable wall that will remain at the Career Center on temporary display, on clear contact paper to display at home or take it one step further into the community, the new artist can enter to "tag" a public transportation bus. The winning "tag" design will be placed on a temporary brick-patterned vinyl bus wrap.

Industry Demand Credentials project

Barbara Stewart reported on the process of gathering information on Industry Sector Demand. The statistics were pulled from Labor Insight for Fiscal Year 2017 (Labor Insight is a technology company that pulls data from Employer's Job posting from WEB companies such as Focus and Indeed). The information was for Post-Secondary Programs of Study, Certifications, Specialized Skills, and Baseline Skills that are in greatest demand. This information is compiled annually and the Kentucky Department of Education disseminates the lists to all school districts to be used as postsecondary readiness indicators. Handouts were provided and the information collected was discussed. The state requested projections of this information to 2025. The information has been sent to the state. The process is still in a preliminary stage.

Key Performance Indicator

Jason Ashbrook reported on the Key Metrics that runs through November. There has been a significant increase in job orders because of the increase in job openings. Job

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placements have had a huge spike partially due to Amazon reporting three months of job placements at one time. Jason noted Employers having smaller more targeted job fairs /hiring on the spot. Employers are also using more social media to post their job openings. These trends have impacted the volume of attendees at job fairs as well as the number of jobs posted in Focus Talent

Other Activity Updates

Discussion of quorum challenges

Andrew Aiello ask the Board members for ideas on scheduling the Committee and Board meetings, so quorum is reached at the meetings. The Board members are to contact Barbara Stewart with any suggestions on how to schedule meetings for better attendance. Andrew Aiello reminded the Board members of how important their presences are at these Committee and Board meetings. The WIB is exploring WEB X. This system is for electronically attending the meetings.

Adult Education RFP update

Barbara Stewart reported the Workforce Investment Board will have a role in the RFP review process. Andrew Aiello, Carissa Schutzman, and Jeff Greelish have volunteered to provide the review as members of the Workforce Investment Board. The RFP will be out in March.

MOU/IFA update

Jason Ashbrook reported on the MOU purpose and goals. The new MOU will formalize the "One-Stop" customer service delivery for job seekers and employers/businesses served within the Kentucky Career Center system including the following areas:

- Participation from required partners and key workforce stakeholders
- Center operation and services workflows
- Unified communication
- Referral process
- Dispute resolutions
- Co-locations of staff
- The nature and provisions of related infrastructure and shared costs

The Northern Kentucky Partners currently:

- Office of Employment and Training
- Transit Authority of Northern Kentucky
- Goodwill

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- Northern Kentucky Community Action Commission
- Gateway Community & Technical College
- Kentucky Adult Education
- Brighton Center
- Vocational Rehabilitation
- Northern Kentucky Area Development Center

The local MOU timeline is January-February 2018 the WIB Staff convening, and participating partners will review, approve and sign the local MOU. New KCC partners could be added during this time. In March 2018 Northern Kentucky WIB approves the new MOU. The MOU is effective after WIB approval with a three-year timeframe; MOU will also be updateable to allow for program/partner changes.

Information Session

Rhonda Whitaker reported. The NKY Talent Strategy is a comprehensive, holistic approach by the NKY region's key workforce partners who are committed to driving outcomes for talent pipeline management that will maintain and grow a strong economy and ensure that Northern Kentucky will attract future business because of a strategic workforce effort, unique to the commonwealth.

The NKWIB will coordinate meetings and needs of oversight committee, the NKY Chamber will be responsible for leading the overall model, with the committed support of all partners. The partners consist of NKY Chamber of Commerce, Education Council, Tri-Ed, Workforce Investment Board, NKCES Connect, and Partners for a Competitive Workforce. Positions dedicated to this NKY Talent Strategy effort will be co-located in a space designated on the 3rd floor of the NKY Chamber Building - adjacent to the Chamber's and Tri-ED's offices.

ADJOURNMENT -Andrew Aiello adjourn the meeting at 10:01.

aa/ds