



FY18 MINUTES

NORTHERN KENTUCKY WORKFORCE INVESTMENT BOARD

Northern Kentucky Area Development District

Tuesday, March 13, 2018

8:30 am

Chairperson Andrew Aiello called the meeting to order at 8:40 am

SELF-IDENTIFICATION OF MEMEBRS

None

MEMBERS PRESENT

Andrew Aiello
Chris Fridel
Michelle Cestaric
Jackie Coleman
Natalie Cummins
Dana Dobbs
Fernando Figueroa
Jeff Greelish
Polly Lusk Page
Dave Schroeder
Carissa Schutzman
Laura Scroggins
Florence Tandy
Janet Harrah
Kristie Henry
Ryan Henson
Alecia Webb-Edgington
Wade Williams

Staff

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

MEMBERS EXCUSED

John Baines
Kevin Bonhaus
Chris Bateman
Robert Stafford
Michelle Tyson

Absent

Chad Day
Timothy Donoghue
Ken Shotts
Vera Hall
Rhonda Whitaker
Brandon Thompson

Guest

Ellen Bates – Brighton Center
Nichole Rogers – Brighton Center
Tony Jury - KYTECH
Correy Eimer – Brighton Center
Jane Myers OET
Natalie Ruppert - KCPL
Melissa Sommer – Brighton Center
Jarrett Spisak – Brighton Center
Wonda Winkler – Brighton Center
Dawn Fogarty - NKCAC
Heather Mullins – Brighton Center

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Guest

Darlene Bussell – OET Frankfort
Talia Frye- Brighton Center
Ray Leathers – Workforce Dev Frankfort
Canis Wirth – OET Trade
Francis O’Hara – Kenton Co Academies

APPROVAL OF MINUTES

Laurie Scroggins moved to approve the **January 9, 2018 minutes**. Dave Schroeder seconded the motion, motion carried.

Mission Moment

Ellen Bates from the Brighton Center introduced Nichole Rogers with her Mission Moment. Nichole Rogers explained; how after losing her job the Center for Employment Training (CET) and the Northern Kentucky Career Center helped her with evaluating her job skills, education and training needed for the next step in her career path. Nichole and her family are grateful for the Career Center and all they did to help her succeed.

ACCOUNTABILITY/TRANSPARENCY and DATA ANALYSIS

Committee Status Reports

Membership & Board Operating

Motion

Michelle Cestaric presented a nomination for Dave Fleischer (Alpha + Beta Strategies LLC). Michelle Cestaric moved to accept the nomination. Seconded by Polly Lusk Page, motion carried.

Michelle Cestaric reported. Members need to become more engaged to enhance their membership experience. The MBO is developing a list of project/task which members can participate. A few examples are-

- Annual lunch meeting
- Find sponsor to pay for meal
- Develop program that awards recipients
- Increase the celebratory aspect of the event
- Spearhead the 2nd phase effort for the Career Center Investment Campaign
- Meet/greet companies at job fairs, hiring events, and Get to Know the CC

Members were asked for recommendations. A sign-up sheet will be provided.

Program/Youth Committee

Monitoring

Jason Ashbrook reported. During the month of March, the WIB staff will conduct monitoring of Brighton

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Center for the Adult, Dislocated Worker and Youth direct services, as well as Business services. Tonia Slone will focus on the Youth portion of the monitoring and Jason Ashbrook will focus on the Adult, Dislocated Workers and Business services.

Business Service Committee

Jason Ashbrook reported on a request for a sector name change. The WIB staff recommended refreshing a sector name, changing Installation/Maintenance/Repair to Construction and Trade.

Motion

Chris Fridel moved to accept the Sector name change from Installation/Maintenance/Repair to Construction and Trade. Second by Alecia Webb-Edgington, motion carried.

Electronic attendance

Barbara Stewart reported on the progress of attending the meetings electronically. We will use a video conferencing system through a company called Zoom. Through this system members will be able to attend the meeting through video conferencing. Participants will use a link on their computer or mobile device to participate in the meeting. It will need to be actively tested before using. It will be several months before this can be implemented.

Medicaid/SNAP

Barbara Stewart and Tonia Slone reported. NKWIA has been asked to conduct the sole roll out starting July 1 and lasting 3 months. It will then roll into a regular ongoing program. 3 Workforce Investment Boards will start in October, and then every month until all 10 are on board.

There are three staff members who have been trained in SNAP E&T, KEE-Suites and now Medicaid, many more are needed to serve the estimated 8,000 clients who will be coming into the Career Center. These staff members are only in place through June 30, 2018

The State has indicated an initial budget of approximately \$1,600,000 to hire staff and establish a full program. This would provide approximately 18-20 additional staff.

We do not have a written agreement stipulating scope of work, specific budget, outcome expectations, or roles/responsibilities.

July 1 start date makes it impossible to complete a procurement process on time and get staff hired and trained.

Recommendation:

Allow the NKADD to expand on existing staff who are knowledgeable and experienced in working with this population, and who are thoroughly trained in KEE-Suites and Medicaid program. Once the program is established and functioning, and all details finalized with the state, the NKWIB would have the opportunity to procure these service in conjunction with the WIOA procurement process. WIB members had numerous questions and wanted to review the State contract.

Motion

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Michelle Cestaric moved to send the contract from the state to WIB Board Members and draft a business plan. Second by Florence Tandy, motion carried.

A Special Meeting of the WIB Board will be scheduled after members have reviewed the contract.

MOU/IFA update

Jason Ashbrook reported. On the MOU/IFA process. Jason explained the MOU/IFA is to define the roles and responsibilities of each partner. Jason explained how resources will be shared. The IFA contract will run from 4/1/2018 to 2021. The contract is an ongoing document with the partners. Several new partners have been added. Job Corps, Kenton County Library, Kentucky Unbridled Spirit, and Council of 3 Rivers.

Motion

Dana Dobbs moved to accept MOU/IFA contract. Second by Janet Harrah, motion carried. Andrew Aiello, and Dave Schroeder abstained.

Key Performance Financial Report

Barbara Stewart reported on the Key Performance Indicator Financial Report for FY18. As of February 2018, we are through 58% of the fiscal year and the overall expenditures are 41%.

Key Performance Metrics.

Jason Ashbrook reported the Key Metrics that runs through January was in the agenda packet. Jason asked anyone with questions to contact him after the meeting.

Information Session

The Brighton Center's informational session was postponed.

ADJOURNMENT –Andrew Aiello adjourn the meeting at 10:20 am.

aa/ds