Chair Andrew Aiello called the meeting to order at 3:35 pm

<table>
<thead>
<tr>
<th>MEMBERS PRESENT</th>
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<tbody>
<tr>
<td>Andrew Aiello</td>
<td>Vera Hall</td>
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<tr>
<td>Michelle Cestaric</td>
<td>Jeff Greelish</td>
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<td>Carissa Schultzman</td>
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<td>Dana Dobbs</td>
<td>MEMBERS ABSENT</td>
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<th>STAFF PRESENT</th>
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<tr>
<td>Barb Stewart</td>
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<td>Katie Jo Berkshire Kirkpatrick</td>
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<td>Jason Ashbrook</td>
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<td>Dena Shea</td>
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<th>GUESTS</th>
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<td>John Baines – ALTIX Consulting</td>
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SELF-IDENTIFICATION OF MEMBERS
No member self-identified has having a potential conflict of interest with agenda topics.

APPROVAL OF MINUTES
Dana Dobbs motioned to approve the minutes from August 22, 2018
Michelle Cestaric seconded the motion. The motion carried.

Mission Moment
The Mission Moment will be provided by Brighton Center at the November WIB Meeting.
Strategic Plan and Progress Report
Barbara Stewart and the Executive Committee reviewed all the goals, objectives, and status of the completion dates. It was noted due to the State requiring additional information on the MOU it had not been completed. The Committee decided with all the State’s changes that the Strategic Plan may need to be revised. The date to review is July 2019. There are several decisions to be made on how the review will be facilitated.

ACCOUNTABILITY/TRANSPARENCY
COMMITTEE STATUS REPORTS
Membership & Board Operating
Michelle Cestaric is bringing forward Nick Birkenhauer for approval by the WIB Board.
Michelle Cestaric reported two nominations to put before the WIB Board
- Francis O’Hara – Kenton County Public Schools
- John Baines – ALTIIX Consulting

Michelle Cestaric reported on the percentage guidelines for Education Training, Government, Economic Development, Workforce Representation, and Business representation for the Workforce Investment Board Membership. The MBO needs to continue focusing on the Healthcare sector for membership. Michelle will report on how successful the Opportunities to Help list has been. There will be a new Opportunities List signup sheet at the next WIB Meeting.
The Member intro at the WIB meeting will be Janet Harrah.

Program/Youth
Dana Dobbs reported on the Basic, Individualized Career Services and Job Training Metrics. This data is from the Federal Performance Data, covering the period 7/1/16 – 6/30/17. It covers Wagner-Peyser/ Employment Services, WIOA low-income Adults, and WIOA Dislocated Worker. There was insufficient and/or incomplete data provided in the following areas: WIOA Youth and numerical breakdown of performance rates.

Results from the Job Fair on August 4, 2018 were discussed. The Job seekers and Employers overall were very satisfied with the job fair.

It was reported the state is proposing to place restrictions on the amount of funding for job training in our local area. This money is allocated to the Workforce Investment Board through the Federal Government.

Business Services Committee
Jason Ashbrook reported – the Business Services Committee did not have a quorum.
The highlights from the meeting were:
- Presentation from Jesse Simmons from Supply Chain OKI
- Discussion on KPIs
- Looked at Indiana Region 9 Workforce Report
Update on the White Paper

Activity Updates:
CVG Career Center
Barbara Stewart and Jason Ashbrook reported on the CVG Career Center space. This space will provide an onsite Center for the Business Services Representative to directly serve CVG employers and prospective job applicants.
Originally the space was $30,000 per year market rate (29.99/sf). CVG was able to make some adjustments and reduced the amount to $20,000. CVG then asked for employer support and the amount was reduced to $10,000 for KCC.

We are looking to coordinate the use of non-WIOA funds to help get the CVG office in place. Brighton Center, our Direct Services provider, received a Jobs Plus grant. This will start in January 2019 and the staff person supported by this grant will be housed in the Covington Career Center in the space currently used by our Business Services Rep (BSR) for CVG. Our BSR would be moving to the new space at CVG. Because of this, we would be able to redirect approximately $5,000 of WIOA funds supporting the Covington space and travel costs (travelling back and forth to CVG) of the BSR to the CVG space for the existing staff person to be housed there.

A request was made to the State for $5,000 a year for 3 years – a total of $15,000. The restructuring of how the funds are used will provide a longer-term solution for maintaining a presence at CVG. It will provide much-needed time to develop a plan for maintaining the space beyond the 3 initial years. The Airport Board will also have a staff member working out of this space. Barb reported that the State has approved and provided the $15,000 to make the project possible.

Motion
Michelle Cestaric moved for approval of the CVG Airport Career Center office space rental agreement of $5,000 a year for 3 years. Carissa Schutzman second the motion. The motion carried.

Grow Northern Kentucky
Barbara Stewart reported on Brighton Centers – Direct Workforce Services Re Structuring. They will remove a Business Services Supervisor and a Talent Development Specialist and add a Business Services Coordinator. The reason for this change is employers are requesting higher levels of engagement and more depth in solutions to meeting their talent pipeline demands. Rural Services will remove Rural Services Supervisor and PT Rural Talent Development Specialist and add a Rural Services Coordinator and 1 FTE Rural Talent Development Specialist.

Structure Update
- Currently we have 17.5 FTE
- We are proposing a new structure of 17 FTE
- These changes will save us $727 in salary/fringe
MOU and IFA
Jason Ashbrook reported the MOU and IFA are on the third iteration. He also explained some of the additional information the state has requested is sensitive. We do not agree on giving out that type of information and will push back.

White Paper
The Kentucky Chamber’s Workforce Advisory Committee is creating a federal policy and has asked our local WIB for input in drafting these policies. Many improvements have been made to the system through The Workforce Innovation and Opportunity ACT, additional enhancements are recommended to increase the achievements to all the local Workforce Investment Board’s throughout the state.

ADJOURNMENT – Andrew Aiello adjourn the meeting at 5:05 pm.

aa/ds