



FY19 MINUTES

PROGRAM AND YOUTH COMMITTEE MEETING

Tuesday April 9, 2019

NKADD

22 Spiral Drive, Florence, KY 41042

MEMBERS PRESENT	MEMBERS EXECUSED
Kevin Bonhaus	Natalie Cummins
Catrena Bowman-Thomas	Chad Day
Dana Dobbs	Chris Fridel
Tim Hanner	Dave Schroeder
Ryan Henson	Alecia Webb-Edgington
Francis O'Hara	
Polly Lusk Page	MEMBERS ABSCENT
	GUESTS
	Jennifer Wiley - Brighton Center
	Eric Owsley – Brighton Center
	Talia Frye – Brighton Center
	Melissa Sommer – Brighton Center
	Ellen Bates – Brighton Center
	Correy Eimer – Brighton Center
STAFF PRESENT	
Jason Ashbrook	
David Klokner	
Katie Jo Kirkpatrick	
Tonia Slone	
Liberty Kordish	
Dena Shea	

Chair Dana Dobbs called the meeting to order at 8:33 am.

Self-Identification of Members

No member self-identified as having a potential conflict with agenda items.

April 9, 2019, 2018

Kristi Henry motioned to approve the minutes from [August 14, 2018](#). Tim Hanner seconded the motion. The motion carried.

Subcontractor performance review and funding request

Jason Ashbrook gave an overview of the Contracted Services. Effective July 1, 2017, Brighton Center, Inc. became the One-Stop Operator and the lead WIOA Direct Services Provider for the local Kentucky Career Center (KCC) system, selected by the Northern KY Workforce Investment Board through a competitive-bidding (Request for Proposal/RFP) process.

The Brighton Center as the WIOA Direct Service Provide is responsible for providing the leadership, coordination, and delivery of all WIOA workforce development services to Adults, Dislocated Workers, Youth, and Business/Employers in Northern KY.

As the One-Stop Operator, Brighton Center is responsible for the following key functions at the Kentucky Career Center: Customer Service and First Impressions, Coordination of partner services, Continuous Quality Improvement, Outreach/ Marketing/ Social Media, Safety/ Security/ Wellness, Collaboration, Staff/partner communication, verification of WIOA eligibility, and maintaining a professional firewall between the Direct Services Provider (a function also being delivered by Brighton Center).

Based on the results of the annual contract monitoring activity, Brighton Center's Direct Service Provider and One-Stop Operator's overall performance during this review period was noted as excellent.

FY2020 Projected Available Funding Request

Jason Ashbrook, Tonia Slone, and Liberty Kordish reported on the Projected Funding Request and Budget Analysis. The Committee Members had several questions on the carryover in past years and the shortfall for FY20. Tonia reminded Committee Members of the withdraw of Medicaid/SNAP funding.

Motion

Tim Hanner moved to approve the FY2020 projected budget, pending available funding, with the Board staff and Brighton Center working on a contingency plan to reconcile the budget shortfall, with as minimal service impact as possible, and reporting the revised budget back to the Program/Youth Committee at the June 11, 2019 meeting.

Partnership

Opportunity Youth Response Team

Tonia Slone reported the Opportunity Youth Meeting will be held on May 17, 2019 at 9:00 am at NKADD.

Accountability/ Transparency

Key Performance Financial Report

Jason Ashbrook reported on the Key Performance Indicator Financial Report for FY19. As of February 2019, we are through 67% of the fiscal year and the overall expenditures are 56%.

Meeting Adjourned 9:34 am

dd/ds