

FY20 MINUTES

PROGRAM AND YOUTH COMMITTEE
MEETING | Tuesday, October 13, 2020 | 8:30 AM
NKADD
Zoom Meeting

MEMBERS PRESENT - Zoom	GUESTS - Zoom
Kevin Bonhaus	Gina Douthat, TANK
Sherra Dunlap	Dave Fleischer, BSC Chairperson
Kristie Henry	Talia Frye, Brighton Center
Jamie Johnson	
Jamie Parsons – PY Committee Chair	
Danita Pickett	
Randy Poe	
Dave Schroeder	
Shannon Starkey-Taylor	
Jarrold Tiemeier	
Alecia Webb-Edgington	
Dana Dobbs – WIB Chair	STAFF PRESENT
	Tara Johnson-Noem
MEMBERS EXCUSED	Tonia Slone
Catrena Bowman-Thomas	Katie Jo Kirkpatrick
Ryan Henson	David Klokner
	Liberty Kordish
MEMBERS ABSENT	Connie Madden
Chad Day	Melissa Patchell
Francis O’Hara	

The meeting was called to order at 8:30 AM by Jamie Parsons, Committee Chairperson. A quorum was present.

SELF-IDENTIFICATION OF MEMBERS

- Dave Schroeder, Kenton County Public Library, identified as having a conflict of interest on one or more agenda items and stated he would abstain from voting.
- Alecia Webb-Edgington, Life Learning Center, identified as having a conflict of interest on one or more agenda items.

APPROVAL OF MINUTES

Shannon Starkey-Taylor motioned to approve the minutes of the June 9, 2020 meeting. Kevin Bonhaus seconded the motion. The motion carried.

DATA ANALYSIS

Tonia Slone provided summary comment regarding the current subcontractor, Brighton Center. That is, Brighton Center met or exceeded all performance standards and there were no findings on the monitoring visit of Brighton Center. The committee was reminded that an email was sent out with a link to the performance documents.

PROGRAMMING

Proposals to Deliver Workforce Services to Adults, Dislocated Workers, and Youth; to Provide Business Services to Employers; and to Serve as a One-Stop Operator in the Kentucky Career Center Network in the Northern Kentucky Local Workforce Area - Beginning January 1, 2021

Applicant Introductions

Representatives from organizations submitting a Request For Proposal were introduced to the P/Y Committee:

- Brighton Center – Melissa Hall Sommer, Senior Director of Family and Economic Success
- Career Team, LLC - Anthony Terlizzi, Chief Performance Officer
- Northern Kentucky Community Action Commission - Rhonda Chisenhall, Vice President of Community Development

Discussion Regarding Late Submission

- A discussion followed regarding whether to review or not review the late submission of the new executive summary and 6-month budget by Northern Kentucky Community Action Commission.
- The committee agreed that the late submission by Northern Kentucky Community Action Commission would be reviewed and, based on the point system, would be subject to a 10-point penalty.

Motion Regarding Late Submission

- Dana Dobbs made a motion to review the late submission of the new executive summary and 6-month budget by Northern Kentucky Community Action Commission and, based on the point system, to assess a 10-point penalty. The motion was seconded by Jamie Johnson.
- The motion carried with Dave Schroeder and Alecia Webb-Edgington abstaining.

Proposal Evaluation

The floor was then opened for a question and answer session wherein committee members were given an opportunity to pose questions to the three representatives of the organizations submitting proposals and, the representatives had an opportunity to answer questions and clarify information contained in their respective proposals.

Committee Vote on the RFPs Submitted

The Meeting was recessed at 10:18 AM for 20 minutes to allow committee members to vote on the RFPs via Survey Monkey. At 10:40 AM the meeting was reconvened. At that time, David Klokner shared the results from Survey Monkey:

- 3,351 points for Brighton Center
- 2,876 points for Career Team, LLC
- 2,974 points for Northern Kentucky Community Action Commission with the 10-point reduction
- All three submissions were reduced by 5 points due to the duplicate question.
- There were no questions from the committee regarding the points.

Motion to Recommend Subcontractor to NKWIB Board

A motion was made by Shannon Starkey-Taylor and seconded by Jamie Johnson to recommend Brighton Center’s RFP to the NKWIB Board based upon a contract start date of January 1, 2021, along with a recommendation that WIB staff be allowed to negotiate the contract and final budget.

The motion passed with a roll call vote:

“Yea” Votes:

Kevin Bonhaus
Dana Dobbs
Sherra Dunlap
Kristie Henry
Jamie Johnson
Jamie Parsons
Danita Pickett
Randy Poe
Shannon Starkey-Taylor
Jarrod Tiemeier

“Nay” Votes:

None

Abstained:

Dave Schroeder
Alecia Webb-Edgington

OTHER

Director’s Update

Tara Johnson-Noem advised that we are in process of doing some certifications with our existing Career Center locations at Williamstown, CVG, and new access points in partnership with some of our local library systems. Tara will speak with Dave Fleischer regarding the review of those certifications by the Business Services Committee. This topic will be on the agenda at the NKWIB Board meeting on November 9, 2020.

Dana Dobbs extended our appreciation and thanks to all the organizations for taking time to submit their RFPs.

MEETING ADJOURNMENT

The meeting was adjourned at 10:50 AM by Jamie Parsons, Chairperson.