

FY21 Workforce Investment Board Agenda

Tuesday, July 13, 2021 – 8:30 am

Via Zoom | Meeting ID: 965 650 3011 | Password: NKWIB

1. Call to Order – Michelle Cestaric (8:30am)
2. Self-Identification of Members
At this time any member of the board having a potential conflict of interest regarding any issue on today’s agenda should self-identify.
3. Approval of Minutes – April 29, 2021 Special Meeting **action requested**
4. Approval of Minutes – May 11, 2021 **action requested**
5. Mission Moment – Mindy Puckett and Natalie Ruppert (8:35am)
6. Committee Status Reports
 - A. Program/Youth Committee – Dean McKay will report (8:40 am)
 - B. Business Services Committee – Brian Bozeman will report (8:45 am)
 - C. Membership & Board Operating – John Baines will report (8:55 am)
 - Board Member Nominees **action requested**
 - Member Spotlight, Gina Stough
 - D. Executive Committee – Michelle Cestaric will report (9:05)
7. Partner Spotlight | Kenton County Public Library – Natalie Ruppert (9:10)
8. Activity Updates:
 - A. Director’s report – Tara Johnson-Noem (9:20)
 - Updates and New Programs
 - KPI – Financial
 - KPI – Programmatic
 - B. Career Center Operator and Direct Services Reports (9:30)
 - Correy Eimer and Mindy Puckett
9. Guest Speaker | Zach Morgan, KY Chamber, Talent Pipeline Management (9:45)
10. Adjourn

**The next Workforce Investment Board meeting will be
Tuesday, September 14, 2021**



FY21 MINUTES
NORTHERN KENTUCKY WORKFORCE INVESTMENT BOARD
SPECIAL MEETING | April 29, 2021 | 8:30 am
Via Zoom

| MEMBERS PRESENT | MEMBERS ABSENT | GUESTS |
|-----------------------|------------------------|-------------------------------|
| Kevin Bonhaus | John Baines | Eric Owsley, Brighton Center |
| Michelle Cestaric | Dr. Vicki Berling | Correy Eimer, Brighton Center |
| Brent Cooper | Nick Birkenhauer | |
| Dana Dobbs | Chad Day | |
| Gina Douthat | Sherra Dunlap | |
| Dr. Fernando Figueroa | Jamie Johnson | |
| Dave Fleischer | Anna Larson | |
| Janet Harrah | Dean McKay | |
| Kristie Henry | Dr. Randy Poe | |
| Ryan Henson | Carissa Schutzman | |
| Lisa Morris | Shannon Starkey-Taylor | |
| Jamie Parsons | Alecia Webb-Edgington | |
| Kimberly Rossetti | | |
| Connie Schnell | | STAFF |
| Dave Schroeder | | Tara Johnson-Noem |
| Dr. Robert Stafford | | Melinda Ford |
| Gina Stough | | Katie Jo Kirkpatrick |
| Jared Tiemeier | | David Klokner |
| Michelle Tyson | | Liberty Kordish |
| Rhonda Whitaker-Hurtt | | Tonia Slone |
| | | |

Chairperson Dana Dobbs called the meeting to order at 11:35 am with Business (12) and Overall Attendance (21) Quorums achieved.

Chairperson Dana Dobbs outlined the timeline provided by the Kentucky Cabinet for Education and Workforce Development to create the Local and Regional WIOA Plan for 2021-2025. Ms. Dobbs noted that the original deadline was set at June 30, then the state changed it to March 31, then settled upon April 30. Dana called upon NKWIB Director Tara Johnson-Noem to provide an overview of the process undertaken to complete the Local and Regional WIOA Plan for 2021-2025. Ms. Johnson-Noem noted that this work has been ongoing since late December, including a survey, committee meetings and collaboration with other WIBs in our region. Tara explained that feedback for creation of the plan was gathered from employers, the education community and workforce partners as well as local elected officials, resulting in the creation of a 250+ page comprehensive plan documents that outlines how the NKWIB allocates and monitors the WIOA dollars. The NKWIB staff held a 30-day public comment period as well as a public hearing. Public advertisements were taken out in newspapers across the eight-county region. Social media posts were made on a regular basis as well, seeking feedback about this plan. Feedback received during the public hearing was all positive. The document has been available on the website and will continue to be accessible there.

Dana recognized the staff and the committee chairs for the work undertaken over the last few months in order to achieve completion of this document. She explained that it will be voted on by the WIOA Local Governance Board (comprised of our eight county judges/executive) on the following day, in order to be submitted by the deadline. Dana asked for a motion to approve the plan. Dr. Fernando Figueroa motioned to approve the plan, which was seconded by Janet Harrah. All voted in favor and the motion carried unanimously.

There being no other business on the agenda of this special meeting, chairperson Dana Dobbs adjourned the meeting at 11:42 AM.

FY21 MINUTES
NORTHERN KENTUCKY WORKFORCE INVESTMENT BOARD
MEETING | Tuesday, May 11, 2021 | 8:30 am
Via Zoom

| MEMBERS PRESENT | MEMBERS PRESENT | GUESTS |
|------------------------|------------------------|-------------------------------|
| John Baines | Gina Stough | Eric Owsley, Brighton Center |
| Dr. Vicki Berling | Jared Tiemeier | Correy Eimer, Brighton Center |
| Nick Birkenhauer | Michelle Tyson | |
| Kevin Bonhaus | Alecia Webb-Edgington | |
| Catrena Bowman-Thomas | Rhonda Whitaker-Hurttt | |
| Brian Bozeman | | |
| Michelle Cestaric | | |
| Brent Cooper | | |
| Dana Dobbs | | |
| Gina Douthat | MEMBERS ABSENT | |
| Dr. Fernando Figueroa | Chad Day | |
| Dave Fleischer | Sherra Dunlap | |
| Janet Harrah | Jamie Johnson | |
| Kristie Henry | Anna Larson | STAFF |
| Ryan Henson | Dr. Randy Poe | Tara Johnson-Noem |
| Dean McKay | | Melinda Ford |
| Lisa Morris | | Katie Jo Kirkpatrick |
| Jamie Parsons | | David Klokner |
| Kimberly Rossetti | | Liberty Kordish |
| Connie Schnell | | Tonia Slone |
| Dave Schroeder | | |
| Carissa Schutzman | | |
| Dr. Robert Stafford | | |
| Shannon Starkey-Taylor | | |

Chairperson Dana Dobbs called the meeting to order at 8:32 am with Business and Overall Attendance Quorums achieved.

SELF-IDENTIFICATION OF MEMBERS

No one self-identified as having a potential conflict of interest with agenda topics.

MINUTES APPROVAL

Connie Schnell made a motion to approve the March 9, 2021 minutes, Catrena Bowman-Thomas seconded the motion. The motion carried.

MISSION MOMENT *Eric Owsley – Brighton Center*

Eric Owsley described Bridgett’s story for the mission moment. Bridgett has been a part of the Brighton Center’s chemical dependency program at the Campbell County Detention Center. Starting in September 2019, she started working with the Career Center staff and found a job with the Waffle House. Due to COVID-19 pandemic, her hours were cut and she struggled to meet her financial obligations and relapsed in her recovery. She leaned on her aftercare program connections and came back to work with the Career Center staff. After just a few weeks, she was able to find a new job at CAMCO. Working with the Career Center staff, she was able to get additional training to qualify her for a line supervisor position at CAMCO, where she earns not only a higher salary but also benefits she has never had before.

ACCOUNTABILITY/TRANSPARENCY

Program/Youth Committee

Jamie Parsons – Follow-up on the events of the Program and Youth committee meeting held April 13, 2021:

- Eric Owsley provided an overview of direct WIOA services to the committee.
- The committee reviewed an existing board policy that previously allowed WIOA training recipients to receive up to \$3,500 per year for two years for a total of \$7,000. The Committee voted in favor of the staff recommendation to allow up to \$5,000 for the first year, but retaining the \$7,000 total over two years.
- Ryan Henson provided an overview of services provided by Career Center partner, Office of Vocational Rehabilitation.
- Contract monitoring of the WIOA Operator and Direct Services was undertaken by the NKWIB staff. No findings were identified, observations uncovered have been addressed through training with the Brighton Center staff.
- Performance was reviewed and determined to be meeting goals.
- The FY22 budget was reviewed by the committee and the group voted in favor of the staff recommendation.
- The Committee voted to recommend a one year contract renewal for Brighton Center.

Tara Johnson-Noem described a new policy option for incumbent, or existing, workers through WIOA, with the goal of encouraging employee retention. Kimberly Rossetti emphasized the need for upskilling the current workforce through on the job training. Rhonda Whitaker Hurtt asked about the criteria and if it could help someone who is underemployed and Tara explained that it is only for companies who have already been employed with a company for six months. The program will be promoted through GROW, Tri-ED and other economic and workforce development partners.

Rhonda motioned to approve the new incumbent worker training program. Carissa Schutzman seconded and all voted in favor. The vote passed.

With regard to Shannon Starkey Taylor motioned to update the training funding policy that will allow up to \$5,000/year for time intensive programs and Rhonda Whitaker Hurtt seconded. This vote was passed unanimously as well.

Next the staff presented the budget. The projected budget figures are based on planning numbers from the Cabinet for Education and Workforce Development. These planning figures predict a cut under adult and dislocated worker of \$145,000. The National Dislocated Worker Grant extends through March 2022 and the Youth Work Experience funding rolls over through June 30, 2022. The budget allocates funding for incumbent worker training, on the job training and outreach. The Rapid Response figures were estimated based on last year's allocation. Brent Cooper motioned to approve the budget and Dave Fleischer seconded that motion. All voted in favor, with no opposed or abstentions. The motion carried.

The final action item under this section of the agenda was renewal of the subcontractor contract for Brighton Center. Tara Johnson-Noem reviewed the performance for quarters one and two, which shows that all performance goals have been met, as well as the contract monitoring, which revealed zero findings. In her recommendation to extend the contract for one year, Tara outlined the myriad challenges over the last year navigating the pandemic and changes in state policy which Brighton Center has shown flexibility and willingness to adapt. Dean McKay motioned to extend the contract and Michelle Cestaric seconded. All votes were in favor with none opposed and none abstaining.

Business Services Committee

Dave Fleischer – Follow-up on the committee meeting held April 21, 2021:

- Dave Fleischer acknowledged the committee attendance recently and noted his appreciation for the participation from the group. He provided an update about the status of the industry certifications work, which is now in the hands of KDE and the KWIB. Tara serves on a state committee that is working to improve the process of updating the list moving forward.
- Dave outlined the call for an ad hoc committee to update the programmatic KPI document, which will include Dr. Figueroa and Janet Harrah.
- The locations of the career center have been going through a certification process. The Business Services Committee recently reviewed the Williamstown Career Center location, which is an affiliate site. The affiliate site certification process is more extensive because multiple partners are active at the location. Kristie Henry, board member from Grant County, was the review team lead. Dollie Hollan from Bluegrass WIB, David Spansel from Browning Country Ham, and Marie Mahan from Goodwill all participated on the review team as well. Review team recommended approval of the Williamstown Career Center as an affiliate site, citing its convenient location and co-location partnership with NKU and Gateway. The review team recommended increased signage both near the road and at the entrance for handicapped accessible parking. Dave Schroeder motioned for approval and Connie Schnell seconded. Everyone voted in favor, with none opposed and no abstentions.

Membership & Board Operating Committee

John Baines – Follow-up on the committee meeting held April 27, 2021:

- There were two new member nominations. The first nomination was for Ryan Henson. Carissa Schutzman motioned to approve the nomination and Dave Fleischer provided a second. All voted in favor, none opposed. Ryan Henson abstained.
- The second nomination was for Michelle Cestaric. Rhonda Whitaker Hurtt voted to approve the nomination and Carissa Schutzman seconded. All voted in favor with none opposed. Michelle Cestaric abstained.
- John thanked Dana Dobbs, Michelle Tyson and Carissa Schutzman for their contribution as officers and Executive Committee members.
- John presented the slate as recommended by the Membership and Board Operations Committee. The recommended officer slate presented was: Michelle Cestaric, Chair; Jamie Parsons, Vice Chair; Catrena Bowman-Thomas, Secretary and Dave Schroeder, Treasurer. In addition the following were recommended for committee chair positions: John Baines, MBO; Dean McKay, Program and Youth; and Brian Bozeman, Business Services. Rhonda Whitaker Hurtt “enthusiastically” made the motion to approve the slate and Brent Cooper seconded. The following individuals abstained from the vote: Michelle Cestaric, Jamie Parsons, Catrena Bowman-Thomas, Dave Schroeder, Dean McKay and Brian Bozeman. All others voted in favor of the slate and the vote passed.

Director Spotlight – Tara Johnson-Noem, NKWIB Director

- Tara provided an overview of her background and experience, as she had not had a chance to do so previously since she started in the role in January 2020 not long before the beginning of the COVID-19 pandemic.
- Gina Stough will be the member spotlight in July.

Executive Committee

Dana Dobbs – Update on the committee meeting held April 28, 2021:

Dana explained that the WIOA Local and Regional Plan was passed on April 29 as a comprehensive document that explains all of the details of this work. The Strategic Plan was created with the leadership of the Strategic Planning Committee over the course of several months to reflect the board’s values and priorities. Catrena Bowman-Thomas asked that we add “through an equity lens” under the paragraph describing data driven decision-making. Dave Fleischer motioned to approve the strategic plan and Gina Stough seconded. All voted in favor, with none opposed and none abstained.

PROGRAMMING

Director’s Report

Tara Johnson-Noem took a moment to say thank you to the NKWIB staff and Brighton Center staff for all the work involved in moving all of the action forward. Also, mark your calendars for September 14th in the morning for the annual awards event – in-person!

Direct Services Report/Update

Eric Owsley on Direct Workforce Services – highlights from the presentation:

The Veteran’s Career Cruise-in will take place on June 17th. The Brighton Center Recovery Center is seeing positive impacts for clients in partnership with the Lift Up Grant through the Job Search Success Workshops. Career Center WIOA staff are working in partnership with Grant County Chamber of Commerce to provide skills workshops in Grant County. Youth Work Experience: Outreach to 400 students with youth events since April in Carroll County, Owen County, Campbell County and Cooper High School. Expungement Fair – hosted an event to connected justice involved individuals to services to clear their records.

Kentucky Career Center Operator Update - Correy Eimer

Among the highlights about the operations of the career center, Correy is watching the volume of calls coming into the Career Center, which have doubled. This is due in part to many other career center locations in other regions still not having their phones turned on. Employer satisfaction rata has increased to 97.6%.

ADJOURNMENT – Chairperson Dana Dobbs adjourned the meeting at 9:59 AM.

MEMBERSHIP NOMINATION FORM LOCAL WORKFORCE DEVELOPMENT BOARD

NEW NOMINATION

or

TERM RENEWAL

or

REPLACEMENT

By: Name: Brent Cooper

Agency: NKY Chamber of Commerce

Position: President

Address: 300 Buttermilk Pike Fort Mitchell, KY
41017

Phone: 859-578-8800

Initial Term: July 13, 2021-July 12, 2023 2nd Term: _____ 3rd Term: _____

(Beginning & Ending Dates Required for All Terms When Applicable)

* If a **New Nominee** to represent (check one): Business Education Organized Labor
 CBO Economic Development One-Stop Partner

Workforce Sector (if representing Business): Business/IT/Finance / Public Utility

*If a **Replacement** – Name of Former Member: Rhonda Whitaker Hurtt
 - Group Represented: Duke Energy

*If a **Term Renewal** - CLEO signature is required with all term renewals as well as new nominees & replacements.

Representing: (Check all that apply)

Labor/Representative of Labor Employee Representative (Labor) Adult Education Vocational Rehabilitation
 Community Based Organization Youth Serving Organization Higher Education Local Education Agencies
 Joint Labor-Management Apprenticeship Program Other (Specify): _____

Category member represents:

Business Workforce Education and Training
 Government and Economic Development Other (Specify): _____

**Entity represented is primary employer of nominee.
 Nominee is an individual with optimum policy and decision making authority for the organization.*

Name of Nominee: Mr. or **Ms.** Cara Brooks Title: Community Relations Manager

Business Address: Street: 139 E 4th St

City: Cincinnati State: OH Zip: 45202 County: Hamilton

Employer: Duke Energy Business Phone: 513-287-2865

Home Phone: 513-280-1799 Email Address: Cara.brooks@duke-energy.com

Explain Basic Responsibilities: Oversee (local) Government & Community Relations for Duke Energy Kentucky. Key contact for local governmental officials on many diverse company matters, including major infrastructure improvements, a variety of operational matters and on key Duke Energy corporate initiatives impacting the DEK service area. Includes public relations activities such as foundation and sponsorship support, volunteer opportunities, and representing the company on strategic boards; also work with regional and local partners on economic development RFIs.

Organization Affiliations (Civic & Professional): I currently serve on committees including Campbell County Leadership Action Group (CLAG), Northern Kentucky Chamber Board of Advisors, Eggs 'N Issues, GROW Pillar 4 (leading Encounter NKY program), and Grant County Industrial Leadership Council. In addition, my board service on the Northern Kentucky Education Council (NKYEC) will begin July 2021. Previously, I had been a member of Tri-ED BR&E Committee, Allies for Economic Growth, Horizon Fund Summit Planning Committee, and Leadership Northern Kentucky Orientation and Economic Development Committees. I am a graduate of SOAR(2017), Leadership Northern Kentucky(2019), and will graduate from Leadership Kentucky Elevate in June 2021. Within Duke Energy, I am a member of the Business Women's Network,

Advocates for African Americans, and Together We Stand for Veterans. I have served on committees for New 2 Duke and have led the Communications Committee, Chaired the Operations Committee, and am currently serving as the Chair of the Steering Committee for the Leadership Development Network.

Within Community Relations at Duke Energy, I am actively tied to workforce programs throughout Northern Kentucky. I serve on two GROW NKY Pillar 4 committees and assist with activities to retain a qualified, diverse, and skilled workforce. In addition, I assist with multiple workforce initiatives where

Qualifying Experience: Duke Energy partners with community organizations like NaviGo and Adopt A Class.

Background information that reflects experience in human resource activities or Workforce Development related programs

For use by Chief Local Elected Official-This box must be completed entirely to meet WIOA requirements.

Appointed By:

Cleo Signature: _____

Date: _____

Printed Name: Steve Pendrey, Judge Executive or Mayor

County: Campbell

MEMBERSHIP NOMINATION FORM LOCAL WORKFORCE DEVELOPMENT BOARD

| | |
|----------------|-------------------------------------|
| NEW NOMINATION | <input checked="" type="checkbox"/> |
| or | |
| TERM RENEWAL | <input type="checkbox"/> |
| or | |
| REPLACEMENT | <input type="checkbox"/> |

| | |
|-----|--|
| By: | Name: <u>Brent Cooper</u> |
| | Agency: <u>NKY Chamber of Commerce</u> |
| | Position: <u>President</u> |
| | Address: <u>300 Buttermilk Pike, Fort Mitchell, KY</u> <u>41017</u> |
| | Phone: <u>859-578-8800</u> |

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|--|--|--|
| <input type="checkbox"/> Initial Term: <u>July 13, 2021-July 12, 2023</u> | <input type="checkbox"/> 2 nd Term: _____ | <input type="checkbox"/> 3 rd Term: _____ |
| <small>(Beginning & Ending Dates Required for All Terms When Applicable)</small> | | |

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|---|---|---|---|
| * If a New Nominee to represent (check one): | <input checked="" type="checkbox"/> Business | <input type="checkbox"/> Education | <input type="checkbox"/> Organized Labor |
| | <input type="checkbox"/> CBO | <input type="checkbox"/> Economic Development | <input type="checkbox"/> One-Stop Partner |
| Workforce Sector (if representing Business): | <u>Transportation/Logistics</u> | | |
| *If a Replacement – Name of Former Member: | _____ | | |
| - Group Represented: | _____ | | |
| *If a Term Renewal - CLEO signature is required with all term renewals as well as new nominees & replacements. | | | |

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|---|--|---|--|
| Representing: (Check all that apply) | | | |
| <input type="checkbox"/> Labor/Representative of Labor | <input type="checkbox"/> Employee Representative (Labor) | <input type="checkbox"/> Adult Education | <input type="checkbox"/> Vocational Rehabilitation |
| <input type="checkbox"/> Community Based Organization | <input type="checkbox"/> Youth Serving Organization | <input type="checkbox"/> Higher Education | <input type="checkbox"/> Local Education Agencies |
| <input type="checkbox"/> Joint Labor-Management Apprenticeship Program | | <input type="checkbox"/> Other (Specify): _____ | |
| Category member represents: | | | |
| <input checked="" type="checkbox"/> Business | <input type="checkbox"/> Workforce | <input type="checkbox"/> Education and Training | |
| <input type="checkbox"/> Government and Economic Development | | <input type="checkbox"/> Other (Specify): _____ | |
| <small>*Entity represented is primary employer of nominee. Nominee is an individual with optimum policy and decision making authority for the organization.</small> | | | |

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|--|---|-------------------|-----------------------|
| Name of Nominee: <input type="checkbox"/> Mr. or <input type="checkbox"/> Ms. <u>Mike Flannery</u> | Title: <u>Director of Regional Operations</u> | | |
| Business Address: Street: <u>1201 Blanchard St</u> | | | |
| City: <u>Downers Grove</u> | State: <u>IL</u> | Zip: <u>60516</u> | County: <u>DuPage</u> |
| Employer: <u>Amazon</u> | Business Phone: _____ | | |
| Home Phone: <u>317-450-1749</u> | Email Address: <u>flannery@amazon.com</u> | | |
| Explain Basic Responsibilities: <u>Responsible for strategic planning and operational execution for all Amazon Air Hub operations</u> <u>Within Amazon Air.</u> | | | |
| Organization Affiliations (Civic & Professional): _____ | | | |
| Qualifying Experience: _____ <i>Background information that reflects experience in human resource activities or Workforce Development related programs</i> | | | |

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|---|---|-------------------------|--|
| <small>For use by Chief Local Elected Official-This box must be completed entirely to meet WIOA requirements.</small> | | | |
| Appointed By: | | | |
| Cleo Signature: _____ | | Date: _____ | |
| Printed Name: <u>Steve Pendrey</u> | , <input checked="" type="checkbox"/> Judge Executive or <input type="checkbox"/> Mayor | County: <u>Campbell</u> | |

MEMBERSHIP NOMINATION FORM LOCAL WORKFORCE DEVELOPMENT BOARD

| | |
|----------------|--------------------------|
| NEW NOMINATION | <input type="checkbox"/> |
| or | |
| TERM RENEWAL | <input type="checkbox"/> |
| or | |
| REPLACEMENT | <input type="checkbox"/> |

| | |
|-----|--|
| By: | Name: <u>Brent Cooper</u> |
| | Agency: <u>NKY Chamber of Commerce</u> |
| | Position: <u>President</u> |
| | Address: <u>300 Buttermilk Pike, Fort Mitchell, KY</u> <u>41017</u> |
| | Phone: <u>859-578-8800</u> |

| | | |
|--|--|--|
| <input type="checkbox"/> Initial Term: <u>July 13, 2021-July 12, 2023</u> | <input type="checkbox"/> 2 nd Term: _____ | <input type="checkbox"/> 3 rd Term: _____ |
| <small>(Beginning & Ending Dates Required for All Terms When Applicable)</small> | | |

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|---|---|---|---|
| * If a New Nominee to represent (check one): | <input checked="" type="checkbox"/> Business | <input type="checkbox"/> Education | <input type="checkbox"/> Organized Labor |
| | <input type="checkbox"/> CBO | <input type="checkbox"/> Economic Development | <input type="checkbox"/> One-Stop Partner |
| Workforce Sector (if representing Business): | <u>Healthcare</u> | | |
| *If a Replacement – Name of Former Member: | _____ | | |
| - Group Represented: | _____ | | |
| *If a Term Renewal - CLEO signature is required with all term renewals as well as new nominees & replacements. | | | |

| | | | |
|---|--|---|--|
| Representing: (Check all that apply) | | | |
| <input type="checkbox"/> Labor/Representative of Labor | <input type="checkbox"/> Employee Representative (Labor) | <input type="checkbox"/> Adult Education | <input type="checkbox"/> Vocational Rehabilitation |
| <input type="checkbox"/> Community Based Organization | <input type="checkbox"/> Youth Serving Organization | <input type="checkbox"/> Higher Education | <input type="checkbox"/> Local Education Agencies |
| <input type="checkbox"/> Joint Labor-Management Apprenticeship Program | | <input type="checkbox"/> Other (Specify): _____ | |
| Category member represents: | | | |
| <input checked="" type="checkbox"/> Business | <input type="checkbox"/> Workforce | <input type="checkbox"/> Education and Training | |
| <input type="checkbox"/> Government and Economic Development | | <input type="checkbox"/> Other (Specify): _____ | |
| <small>*Entity represented is primary employer of nominee. Nominee is an individual with optimum policy and decision making authority for the organization.</small> | | | |

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|---|--|
| Name of Nominee: <input type="checkbox"/> Mr. or <input checked="" type="checkbox"/> Ms. <u>Colleen E. Kirkpatrick</u> | Director of Human Resources and Compliance |
| Business Address: Street: <u>29 East 6th Street</u> | Title: <u>Compliance</u> |
| City: <u>Newport</u> State: <u>Kentucky</u> Zip: <u>41071</u> County: <u>Kenton</u> | |
| Employer: <u>Ethos Laboratories</u> Business Phone: <u>859-283-4537</u> | |
| Home Phone: <u>513-571-6706</u> Email Address: <u>Colleen.kirkpatrick@ethos-labs.com</u> | |
| Explain Basic Responsibilities: <u>Responsible for overall strategic employee centric initiatives and overall business culture involving the entire employee life-cycle. Additionally, oversight into risk management, and compliance. Acts as the Compliance and Privacy Officer for the Ethos Laboratories and Ethos Research and Development Companies</u> | |
| Organization Affiliations (Civic & Professional): <u>Human Resources Practitioners of Color, SHRM-CP Certified,</u> | |
| Qualifying Experience: _____ | |
| <small>Background information that reflects experience in human resource activities or Workforce Development related programs</small> | |

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|--|-------------------------|
| <small>For use by Chief Local Elected Official-This box must be completed entirely to meet WIOA requirements.</small> | |
| Appointed By: | |
| Cleo Signature: _____ | Date: _____ |
| Printed Name: <u>Steve Pendrey</u> , <input checked="" type="checkbox"/> Judge Executive or <input type="checkbox"/> Mayor | County: <u>Campbell</u> |