



FY21 Workforce Investment Board Agenda
Tuesday, September 14, 2021 – 9:30 am
In Person or Via Zoom | Meeting ID: 965 650 3011

1. Call to Order and Welcome – Michelle Cestaric (9:30am)

Workforce Innovation Awards

2. Workforce Innovation Awards Introductions – Tara Johnson-Noem (9:35am)
3. Keynote Speaker – Johnny Pittman, KWIB Youth Subcommittee Chair (9:40am)
4. Workforce Innovation Awards Presentations – Jamie Parsons (10:00am)
5. Awards Conclusion – Tara Johnson-Noem (10:25am)

NKWIB Board Meeting

6. Confirmation of quorum – Jamie Parsons (10:30am)
7. 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.
8. Approval of Minutes – July 13, 2021 Meeting **action requested**
9. Committee Status Reports
 - Business Services Committee – Brian Bozeman (10:35am) **action requested**
 - Program/Youth Committee – Dean McKay will report (10:45am)
 - Membership & Board Operating – John Baines will report (10:50am)
10. Program Updates – Tara Johnson-Noem (10:55am)
11. Adjourn

**The next NKY Workforce Investment Board meeting will be
Tuesday, November 9, 2021**



FY22 MINUTES
NORTHERN KENTUCKY WORKFORCE INVESTMENT BOARD
MEETING | Tuesday, July 13th, 2021 | 8:30 am
NKADD and Via Zoom

MEMBERS PRESENT	MEMBERS ABSENT	GUESTS
John Baines	Nick Birkenhauer	Mindy Puckett, Brighton Center
Dr. Vicki Berling	Brent Cooper	Correy Eimer, Brighton Center
Kevin Bonhaus	Kristie Henry	Talia Frye, Brighton Center
Catrena Bowman-Thomas	Ryan Henson	Elizabeth Adams, Brighton Center
Brian Bozeman	Jamie Johnson	Natalie Ruppert, Kenton Co Public Library
Michelle Cestaric	Lisa Morris	Leisa Mulcahy, NKY Chamber of Commerce
Dana Dobbs	Jamie Parsons	
Gina Douthat	Dr. Randy Poe	
Dr. Fernando Figueroa	Dr. Robert Stafford	STAFF
Janet Harrah	Shannon Starkey-Taylor	Tara Johnson-Noem
Colleen Kirkpatrick	Jared Tiemeier	Melinda Ford
Anna Larson		Katie Jo Kirkpatrick
Dean McKay		David Klokner
Dr. Francis O'Hara		Liberty Kordish
Kimberly Rossetti		Melissa Patchell
Connie Schnell		Tonia Slone
Dave Schroeder		
Carissa Schutzman		
Gina Stough		
Michelle Tyson		
Alecia Webb-Edgington		

Chairperson Michelle Cestaric called the meeting to order at 8:34 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

Dave Schroeder motion to approve the April 29th, 2021 Special Meeting minutes and Alecia Webb-Edgington seconded the motion. The motion carried. Connie Schnell made a motion to approve the May 11th, 2021 minutes, and Dean McKay seconded the motion. The motion carried.

MISSION MOMENT *Mindy Puckett – Brighton Center and Natalie Ruppert – Kenton County Public Library*

Natalie Ruppert presented Jeffery's story for the mission moment. He was a strategic operations professional for Macy's for more than 15 years and was laid off in 2020. Jeffery worked with WIOA direct service staff and received funding to receive Operations Training. He was active with the NKY Accountability Group and became Lean Six Sigma Black Belt Certified. Jeffery is now working at Amazon Logistics in operations.

ACCOUNTABILITY/TRANSPARENCY

Program/Youth Committee

Dean McKay – There was no Program Youth meeting in June due to lack of action items.

Business Services Committee

Brian Bozeman – Follow-up on the committee meeting held June 16th, 2021:

- The Business Services Committee hosted staff from the Council on Post-Secondary Education for an overview of their 60 by 30 goal. Currently, Boone, Campbell and Kenton Counties are on track to meet the goal in advance of 2030, while our more rural counties are further behind. Also shows challenges in tracking credential / certificate attainment. The discussion on how to address these challenges will continue.

Membership & Board Operating Committee

John Baines – Follow-up on the committee meeting held June 22nd, 2021:

- Cara Brooks, Duke Energy, Mike Flannery, Amazon and Colleen Kirkpatrick, Ethos Laboratories were nominated as new board members. Motion made by Janet Harrah and second by Brian Bozeman. All voted in favor and motion passed.

Member Spotlight – Gina Stough, CVG

- Gina talked about being raised in Dayton, her son, and being a Sol del Caribe Classic Salsa Orchestra member.
- Before starting at CVG in February, Gina worked in the nonprofit sector as a bilingual civil rights investigator and human resources leadership, including a human resources director in Panama.
- Gina selected Colleen Kirkpatrick as the next member spotlight.

Executive Committee

Michelle Cestaric – Update on the committee meeting held July 7th, 2021:

- The new officers and committee chairs are
 - Chair Michelle Cestaric
 - Vice-Chair Jamie Parsons
 - Secretary Catrena Bowman-Thomas
 - Treasurer Dave Schroeder
 - Business Services Chair Brian Bozeman
 - Membership and Board Operations Chair John Baines
 - Program and Youth Chair Dean McKay
- The officers and committee chairs introduced themselves.

Partner Spotlight

Kenton County Public Library – Natalie Ruppert

- Natalie presented an overview of the Kenton County Public Library, their workforce development goals, partnerships and accomplishments.
- Programs include GED prep classes and testing sites, digital skills programming, laptop and hotspot available for check out, beginning career change classes, foundational workshops, and advanced job search programming.
- Tech Specialists and Career Navigators based throughout the library system work with patrons to address their needs.
- The NKY Accountability Group has been credited for helping many professionals find sustainable employment.

PROGRAMMING

Director's Report

Tara Johnson-Noem Director's Report included:

- Highlights from FY21:
 - Completed Local and Regional WIOA Plan,
 - Completed 2021-2025 Strategic Plan
 - Completed RFP for Operator and Direct Services
 - Nearly completed Biennial Board Certification
 - Certified Affiliate and Access Points in KCC system locally
 - Achieved sign on for a new Interlocal Agreement with all the eight county fiscal courts
 - Updated a number of internal policies to better serve employers and job seekers
 - Navigated the pandemic world and changes at the state level

- News:

- Kable Academy has expanded their Cybersecurity/IT training from Cincinnati into Northern Kentucky. A few clients have signed up for this opportunity.
 - Making use of funds through the National Dislocated Worker grant – we are funding a max of 10 spots in the Commonwealth Coders app and web development training program. We received a statewide reserve grant to purchase loaner laptops for local participants. Starts in August.
 - With both Kable Academy and Commonwealth Coders being full time "boot camp" style trainings, we had concerns about accessibility for people who need to maintain income so we are working with United Way of Greater Cincinnati on a pilot program to test the effectiveness of stipends. Eligible clients will receive an additional \$236/week to support them during their training.
 - Announcing this week that NKY will be the location of an expansion of Code Louisville. Code Kentucky will be gearing up for this fall to offer part-time course work. The NKADD will host the Code Kentucky staff and work to integrate them into our workforce and training ecosystem. I'm looking forward to connecting this program into the Cincinnati chamber's Apprenti group and KY Chamber's Talent Pipeline Management (TPM) program to ensure that we are hearing employers' needs as to the types of tech training that is needed.
- Items to watch – need to spend down Youth Work Experience funds, spend down National Dislocated Worker funds, and overcome an estimated \$145,000 cut in our adult/dislocated worker funds, which we plan to do by applying for state Rapid Response Layoff Aversion dollars.

David Klokner provided an overview of the programmatic KPI, while Liberty Kordish reviewed the financial KPI.

Direct Services Report/Update

Mindy Puckett on Direct Workforce Services – highlights from the presentation:

- The Veteran's Career Cruise-in on June 17th was a success and thank you, Gateway Community and Technical College, for the use of your parking lot. The upcoming job fair on August 17th at the Kentucky Career Center – Williamstown is a partnership with NKU Grant County and the Grant County Chamber of Commerce. There will be a KCC-Williamstown Open House at the same time.
- In-Demand Career Days have received positive feedback from clients and will continue.
- Talent Development Services updates include 6 new WIOA eligibility enrollments since May, 4 A/DW started training services, and under the NDWG – 18 participants enrolled in Career Services, 7 obtained employment, and 10 customers in the pipeline for potential eligibility.
- Technical training opportunities include Kable Academy and Commonwealth Coders. Youth programming.
- The Youth Talent Development Services team participated in a City Futures event, worked with 3 young adults to start internships, CISCO Comp-U-Dopt, and future developed collaborations.
- Through the SAMSHA/Lift UP grant, the Talent Development Services staff is working with 53 active customers, have had 16 job placements, and 4 pursuing educational pathways.

Kentucky Career Center Operator Update - Correy Eimer

Correy provided an overview of the Operator's responsibilities.

Guest Speaker –

Zach Morgan, KY Chamber, Talent Pipeline Management Project Manager-Northeast, presented an overview of the TPM program. He discussed how TPM is modeled after the supply chain approach and the strategies used to communicate employers' needs and manage the talent supply chain. Zach highlighted accomplishments in the local manufacturing and healthcare sectors while also looking forward to future collaborations.

ADJOURNMENT – Chairperson Michelle Cestaric adjourned the meeting at 10:04 am.

FY21 Workforce Investment Board | Policy Change Recommendation
On-the-Job Training Policy

Background

In early 2021, NKWIB learned that we could be using WIOA dollars to fund Incumbent Worker Training. We worked internally and with partners to propose a new policy to advance this plan as a compliment to our existing On-the-Job Training policy and desired to roll out the two programs to the region simultaneous as offerings to local employers needing to upskill existing labor force (incumbent worker) or hire new employees who might not yet be trained in the required skill set to meet employee needs (OJT). As we began work to implement Incumbent Worker Training funding, it became clear that major revisions would be needed to the OJT policies in order for them to be relevant to the current economic conditions and meet employer needs. The current policies have not been updated since 2015, and there hasn't been an OJT contract between the NKWIB and an employer partner in anyone's recent memory. Primarily the feedback we have heard on why no OJTs have been done include challenges such as the required paperwork being cumbersome, however, analysis of the parameters and performance requirements show that beyond needing a refresh of the documentation, a full review of the program policies was needed.

Based on feedback from the following groups and resources the following recommendations are proposed with regard to changes to the NKWIB's On-the-Job Training policy.

NKWIB Business Services Committee
NKWIB Executive Committee
NKWIB staff (NKADD)
WIOA Business Services Representatives (Brighton Center)
Northern Kentucky Tri-ED
TENCO Workforce Investment Board
WIOA regulations 20 CFR 680.700 – 680.780

Rationale for these recommendations

The new 2021-2025 NKWIB Strategic Plan element about Employer Services calls for us to “assess and deploy WIOA resources as available to support hiring and upskilling.” After the NKWIB voted to include funds for OJT in the FY22 budget, the staff has been working to update our policy, contracts and other documentation needed to restart the OJT program, which we believe will be helpful as an additional regional resource for employers and for employees to earn jobs and new skills.

Basic details on OJT

NKWIB would create a contract with an employer to hire individuals who are WIOA eligible and not currently at the skill level required for their long-term employment. The contract would outline the job description and skills that a prospective OJT hire would need to acquire during their on the job training period (no longer than six months).

Recommended changes:

1. Max per participant increase from \$5,000 to \$7,000 to reflect higher starting salaries
2. Minimum pay for a position that would be eligible for an OJT contract increase from \$10/hour to \$15/hour

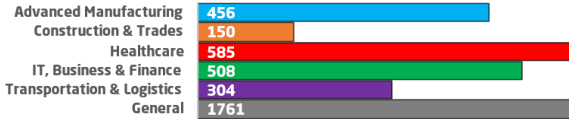
3. Performance measures of success currently require employers to retain 85% of OJT employees during the contract period and 92% in the subsequent six months following the training period. While we aspire to high standards, these levels do not reflect the current workforce realities of extremely high turnover rates and really set our employer partners and ourselves up for failure. These levels are at the discretion of the board.

Our staff recommendation is to build from our state negotiated performance rates for WIOA eligible adults and dislocated workers as a guide for new performance guidelines in the OJT policy.

New performance recommendation – 70% of OJT contract employees complete training period and 60% of the total contract number remain employed six months following the training period.

FY 2022 as of July 2021 (8% of Fiscal Year)	WIOA Formula Funds Totals	Statewide Reserve (Special Projects) Total	National Dislocated Worker Grant (NDWG)	Trade Total	Grand Total	YTD Expended	% Expended
Projected Carryover From FY 2021							
Grant 27121 (Dislocated Worker Program)	\$ 325,805.10				\$ 325,805.10		
Grant 27221 (Dislocated Worker Program)	\$ 77,724.77				\$ 77,724.77		
Grant 27021 (Adult Program)	\$ 8,143.82				\$ 8,143.82		
Grant 27321 (Adult Program)	\$ 208,631.52				\$ 208,631.52		
Grant 205BE19 (Trade Training Program)	\$ -			\$ 47,222.76	\$ 47,222.76		
Grant 27420 (Youth Program)	\$ 88,306.49			\$ -	\$ 88,306.49		
Grant 27421 (Youth Program)	\$ 237,096.08				\$ 237,096.08		
NDWG COVID-19(258CV20)			\$ 551,915.02		\$ 551,915.02		
NDWG COVID-19(258CV21)			\$ 91,387.06		\$ 91,387.06		
273AD20 (Adult Program)	\$ 3,096.12	\$ 1,010.01			\$ 4,106.13		
271DW20 (Dislocated Worker Program)	\$ 13,991.39			\$ -	\$ 13,991.39		
Projected Carryover	\$ 962,795.29	\$ 1,010.01	\$ 643,302.08	\$ 47,222.76	\$ 1,654,330.14		
Actual Allocation							
Adult	\$ 498,573.47				\$ 498,573.47		
Dislocated Worker	\$ 773,954.62				\$ 773,954.62		
Youth	\$ 495,935.89				\$ 495,935.89		
*Rapid Response Funding (Requested from State as Pass Thru)	\$ 129,177.83			\$ -	\$ 129,177.83		
Trade Training Funds	\$ -			\$ 10,645.49	\$ 10,645.49		
Actual Allocation	\$ 1,897,641.81	\$ -	\$ -	\$ 10,645.49	\$ 1,908,287.30		
Total Available	\$ 2,860,437.10	\$ 1,010.01	\$ 643,302.08	\$ 57,868.25	\$ 3,562,617.44		
Obligations							
NKADD Subgrant Recipient/Fiscal Agent (approved by LEO May, 2021)	\$ 704,537.89	\$ 1,010.01	\$ 57,309.95		\$ 762,857.85	\$ 49,544.86	6%
OS Operator/Direct Workforce Services (approved by LEO May, 2021)							
Brighton Center, Inc. Operator	\$ 200,000.00	\$ -	\$ -	\$ -	\$ 200,000.00		0%
Brighton Center, Inc. DWS	\$ 1,007,977.00		\$ 33,000.00	\$ -	\$ 1,040,977.00		0%
Sub-Contractors- NDWG COVID-19	\$ -		\$ 530,992.13	\$ -	\$ 530,992.13	\$ 13,646.76	3%
Setaside Obligations							
JOBS EQ Data Base Agreement	\$ 4,300.00				\$ 4,300.00		0%
Outreach	\$ 15,000.00				\$ 15,000.00		0%
Training							
Work Experience	\$ 282,980.98				\$ 282,980.98		0%
Incumbent Worker	\$ 70,000.00				\$ 70,000.00		
OJT	\$ 20,000.00				\$ 20,000.00		
Youth Educational/Career Funds	\$ 50,000.00				\$ 50,000.00	\$ 1,940.92	4%
*Individual Training Accounts (ITA's)	\$ 175,000.00		\$ 22,000.00	\$ 57,868.25	\$ 254,868.25	\$ 7,359.82	3%
Total Obligations	\$ 2,529,795.87	\$ 1,010.01	\$ 643,302.08	\$ 57,868.25	\$ 3,231,976.21	\$ 72,492.36	2%
Remaining Balance	\$ 330,641.23	\$ -	\$ -	\$ -	\$ 330,641.23		

Northern Kentucky July Advertised Job Postings



Northern Kentucky
Unique Employers Served

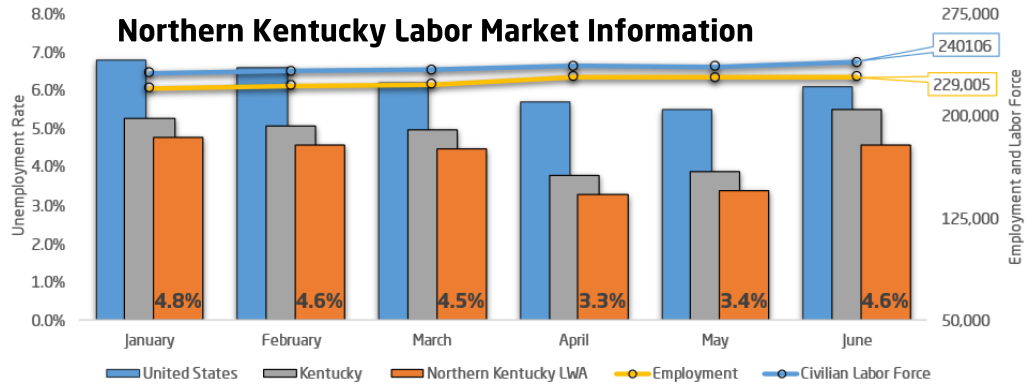
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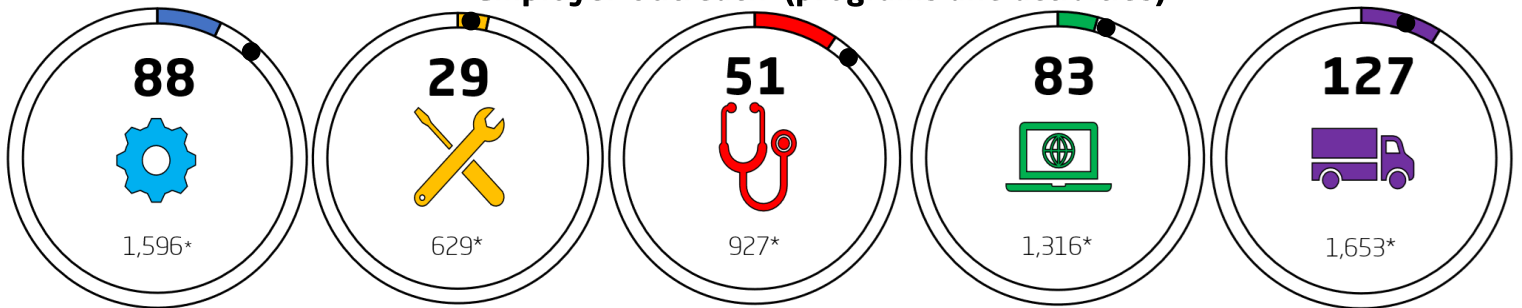
**Labor Force
Participation Rate**

NKY 67.3%
KY 56.8%
US 62.1%

Civilian Labor Force is the sum of the civilian, non-institutionalized population ages 16+ (source: KYStats 2016 Population and Labor Force Estimates by Race and Sex.)



Employer Outreach (programs and activities)



Advanced Manufacturing

Construction and Trades

Healthcare

IT, Business and Finance

Transportation & Logistics

Employer Hiring Events & Job Fairs: 40 / 518*

Employer Tours (onsite and virtual): 4 / 7*

Participating Employers: 10 / 214*

Rapid Response Assistance: 0 / 8*

Basic Career Services (in person, on site services available to all customers) : 1,552 9,069*

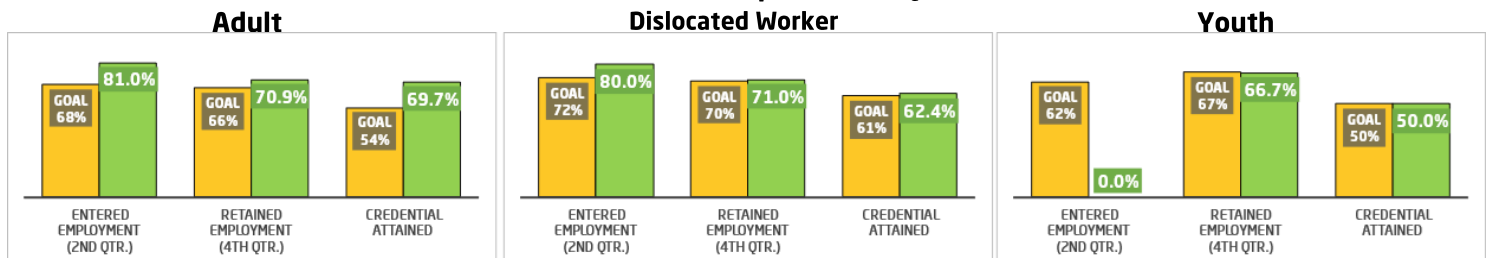
WIOA Individualized Career Services (eligibility / enrollment required) : 122 308*

WIOA Career Training Services (eligibility / enrollment required) : 17 75*

WIOA Youth Paid Work Experience / Internships : 11 17*

Advanced Manufacturing Healthcare IT, Business and Finance Transportation & Logistics General

Outcomes of WIOA Participants - 4th Qtr. FY21'



Applicant Interviews

72 2,146*

Job Placements

28 901*

Customer Satisfaction

Job Seeker 95.1% Employer 96.5%