

FY22 Executive Committee Agenda Wednesday, December 14, 2022 | 3:30-5:00 pm 22 Spiral Drive, Florence, Kentucky 41042

1. Call to Order and Roll Call	3:30 PM							
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 – August 2022 – Michelle Cestaric, Chair	action requested							
4. Performance Monitoring Update	3:35 PM							
Status of GrantsWork for SuccessCovington Works	3:50 PM							
6. Impact Opportunities – Board of ConsequenceBoard Member Retreat	4:00 PM							
7. Encouraging in-person Attendance & Engagement	4:20 PM							
8. Committee Status Reports								
PY Committee – Dean McKay	4:25 PM							
MBO Committee – John Baines	4:30 PM							
DEI Committee – Catrena Bowman	4:35 PM							
Business Services Committee – Brian Bozeman	4:40 PM							
Board Chair Updates – Michelle Cestaric	4:45 PM							
9. New BusinessDean McKay – memorializing Talia Frye	4:50 PM							
10. Adjourn	5:00 PM							

The next Executive Committee meeting will take place on February 22, 2023 at 3:30pm at NKADD, 22 Spiral Drive, Florence

Diversity, Equity, Inclusion Statement

The Northern Kentucky Workforce Investment Board embraces the need for diversity, equity and inclusion to be a component of everything we do. We strive to create a network that meets business needs while it also supports the dignity of our clients. We respond to regional employment needs through the perspectives of local employers' demand for talent and economic empowerment. We are a catalyst for equity, inclusion and life-changing results for all our clients. These priorities are supported through the values below and outlined in our diversity, equity and inclusion action plan.

NKWIB Strategic Plan Elements

1. Employer Services

Engage employers in the design of services that support talent recruitment, incentivize workforce participation and remove employment barriers.

- Monitor and respond to employer feedback on Career Center business services.
- Serve as a trusted resource and collaborator for employer and workforce partners.
- Assess and deploy WIOA resources as available to support hiring and upskilling.

Jobseeker Services

Prepare individuals to enter and advance along the talent pipeline by aligning with P-12, adult and post-secondary education to provide lifelong opportunities for the rapidly shifting realities of work.

- Monitor and assess outcomes for individuals utilizing Career Center and WIOA services.
- Leverage partnerships and resources to effectively engage clients in work and training opportunities.
- Connect educational and training partners with employers to further align career pipeline preparation.

3. Board Governance

Maintain strong leadership and community connectivity by fostering board member recruitment, retention and education efforts with an emphasis on diversity, equity and inclusion.

- Create a Diversity, Equity and Inclusion Committee comprised of board and community members to report regularly to the board and oversee DEI Action Plan.
- Create and implement a Diversity, Equity and Inclusion Action Plan.
- Increase initiatives designed to engage current board members and attract new board members from all five in-demand industry sectors and all eight counties in our region.

4. Data-Driven Decision Making

Respond to changing employer and individual needs by effectively leveraging local, state and federal resources and benchmarking impact through data and metrics through an equity lens.

- Collaborate with regional workforce partners to assess and drive progress toward local and statewide goals.
- Update financial and programmatic key performance indicators and analyze regularly through the NKWIB and its committees.
- Establish innovative workforce policy and funding using regional labor market information and local Career Center performance data.

Vision Statement

Every Northern Kentucky community thrives as a result of sustained economic prosperity.

Mission Statement

We drive innovative policy and direct funding for workforce investment through strong community partnerships to promote: engaged employers, skilled jobseekers and collective impact.



FY2022 MINUTES EXECUTIVE COMMITTEE | NKADD and Teams Meeting April 27, 2022 @ 3:30 PM

MEMBERS PRESENT	STAFF PRESENT	
John Baines	Tara Johnson-Noem	
Catrena Bowman-Thomas	Simon Boxall	
Brian Bozeman	David Klokner	
Michelle Cestaric	Liberty Kordish	
Dean McKay	Tonia Slone	
Dave Schroeder		
MEMBERS ABSENT	GUESTS	
N/A	N/A	

Chairperson Michelle Cestaric called the meeting to order at 3:33 PM. A quorum was present.

SELF-IDENTIFICATION OF MEMBERS

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

MINUTES - April 27, 2022

Dean McKay made a motion to approve the minutes from April 27, 2022. Dave Schroeder seconded the motion; all voted aye. The motion carried.

ACCOUNTABILITY/TRANSPARENCY - COMMITTEE STATUS REPORTS

<u>Program/Youth Committee – Dean McKay</u>

Update from the August PY Meeting:

- The One-Stop operator RFP was approved and will be presented to the board at the September meeting for final approval.
- The Direct Services RFP is needing final revisions before it is ready to be moved on to the committee. Next PY Committee meeting will vote on this RFP to be passed on to the board.
- A policy update was also passed to be recommended to the NKWIB regarding the support services for adults to ailgin with the legal wording and a set limit per individual.

Membership and Board Operations – John Baines

Update from the August MBO Meeting

- Intentional work on the factors of demographic and geographic recruitment for new board members. The
 committee held the meeting with members from the DEI committee to discuss these recruitment objectives.
 Several people have been recommended for the committee to reach out to and will move forward with asking if
 these people will be interested.
- The committee passed the nomination of two people to be approved by the full board for appointment to the NKWIB.
 - o Matthew Turner, Superintendent of Boone County Schools
 - Natasha Bowsher, Vice President of Abrapower Inc.

<u>Diversity, Equity, and Inclusion Committee – Catrena Bowman-Thomas</u>

Update from July DEI meeting:

- The committee disucsssed providing board members to attend or be presented short trainings such as, 'what does ethnicity mean' and other topics that need attention according to the recent surveys.
- The goal for these trainings would be to stick to 5 minutes and consistent at each meeting.
- Michelle Cestaric was in support of this plan.
- Catrena Bowman-Thomas addressed a concern on the timing of the executive meeting due to the NKY chamber's
 DEI committee occurring at the same time. John Baines recommended having Ryan Henson, an NKWIB DEI
 committee member, as a proxy for Catrena at the Chamber's meeting.

Business Services – Brian Bozeman

Update from August BSC Meeting:

- The committee approved the new KPI format that was created by David Klokner, NKWIB Data Specialist.
- Kimberly Spreader presented several metrics for the committee to chose what metrics needed to be tracked and reported. Below were the metrics chosen:
 - o Employer Participation Rate
 - o Repeat Business Customers

Board Chair Update – Michelle Cestaric

Resources are being shifted on the state level to Eastern Kentucky, according to the KWIB.

DISCUSSION ON NON-NKWIB COMMITTEE MEMBERS

- By-laws allow non-NKWIB members to attend committees as a committee member, except MBO and Executive committee.
- Staff is asking for guidance in creating a standard procedure regarding appointments of committee members who
 are not also board members.
- Dean McKay recommended to use the opportunity to appoint non-board members that may become board members in the future as a succession pipeline. Using non-board members as a proxy for a person who needs 'optimum policy-making authority' as stated in the by-laws and federal requirements.
- One procedure could be through a recommendation by board member for a non-board member to join the committee but a method of vetting and approval should also be required.
- Committee Chair can make the decision to appoint non-board members to the committee. It is recommended for
 the chair to ask the NKWIB director for confirmation as a way to control who sits on the committees and vetting
 needed for new committee members.
- Dave Schroeder raised a question regarding if there should be term limits established for non-board members.
- The role to confirm non-board committee members was also discussed. It could be the MBO, NKWIB Director, or the committee chair.
- According to the by-laws, non-board members do not have voting powers on action items.
 - o Non-board members can still count towards quorum.
- A discussion on the language relating to membership requirements in the comparisons between the by-laws and federal regulations. Such as who can qualify for membership and composition requirements.

<u>Director's Report</u> – Tara Johnson-Noem

• The new NKWIB Director, Correy Eimer, will be starting on August 29th and will be the attending Director for all upcoming meetings.

Key Performance Indicators (KPI)

- Liberty Kordish reviewed the July FY23 KPI, representing 8% of the fiscal year.
- David Klokner and Tara Johnson-Noem reviewed the new program KPI format.

NEW BUSINESS

There was no new business.

ADJOURNMENT

Chairman Cestaric adjourned the meeting at 5:06 PM.

Youth Response Team Priorities Numbers within () indicate number of votes						
Permanent Connections	Health & Social Emotional	Self-Sufficiency	Education, Training, Employment	Stable Housing		
Create a network of providers who are currently trained in facilitating youth services. These providers will determine a best-practice approach, inclusive of Positive Youth Development and Trauma Informed Care, toward positive youth engagement. The providers can then cross-train others on effective ways to interact with youth so that they feel welcomed and are engaged so that needs can be identified and a connection can be made. (3)	Ask organizations to identify a contact person that can serve as a subject matter expert and/or be the person that provides the youth with a warm hand-off when a referral is made to their organization. Incorporate a screening for all Opportunity Youth when they assess programs and services for the first time, an incorporate into strategies. (4)					
Identify a coordinating group to sustain efforts long termthis will continue to advance the work of filling gaps in services, better alignment and collaboration, and expansion of key services needing to go to scale. Create a Project Manager role that would continue to oversee efforts and be responsible for grant writing (sustainable funding). Pull together a Core Steering Committee or Advisory Board for the region that the Project Manager would report too. Leadership here needs to be aligned with the five core outcomes. (4)	Remove barriers for Opportunity Youth in for non-driver IDs and supporting docum alternative verification processes; make it processes readily available and easily und transcripts as proof of identification or reelectronic transcripts); or address the new to access documents. Such IDs and supporterificate and social security cards) are continued to the continue					
Secure space that would serve as a permanent connectome to and also serve as a place where community Opportunity Youth. This location would serve as a place deliver services there on designated days and times to be available in one location as possible for this popul (3)	Identify a secure way for Opportunity Youth to access and store their legal documents (such as a database, data vault, safety deposit box). (3)					

Permanent Connections	Health & Social Emotional	Self-Sufficiency	Education, Training, Employment	Stable Housing
	To better engage Opportunity	Youth, leverage any commu	unity space (satellites) that shows	
	potential to reach this populat look across all eight counties for	_	times. Best approach here is to e folks within each county. (1)	
Create a network of providers who are currently trained in facilitating youth		_	t foot by teaching Financial High Schools. Include a credit (1)	
services. These providers will determine a best-practice approach, inclusive of Positive Youth Development and Trauma Informed Care, toward positive youth engagement. The providers can then cross-train others on effective ways to interact with youth so that they feel welcomed and are engaged so that needs can be identified and a connection can be made. (3)	Ask organizations to identify a contact person that can serve as a subject matter expert and/or be the person that provides the youth with a warm hand-off when a referral is made to their organization. Incorporate a screening for all Opportunity Youth when they assess programs and services for the first time, an incorporate into strategies. (4)		Align efforts along the career pathway and pipeline for youth from secondary to education to the world of work; make sure all those serving Opportunity Youth are engaged and informed of resource availableall resulting in better connections to jobs at all levels with a decent wage. (2)	
	Utilize the services of United Way 211 and Homeward Bound to assist with connecting Opportunity Youth to programs and services in the Northern Kentucky area. Share a comprehensive asset map.			

Permanent Connections	Health & Social Emotional	Self-Sufficiency	Education, Training, Employment	Stable Housing
Secure space that would serve center for youth (main hub) to place where community organ Opportunity Youth. This location where multiple resources could designated days and times to a service to be available in one location. Include a Peer-to-Pursue the development of an Youth and provide access to in will meet the unique needs of	come to and also serve as a izations can make a referral for on would serve as a place d deliver services there on allow as many program and ocation as possible for this Peer approach. (3) App to engage Opportunity aformation and resources that			
·	Expand prevention programs s based best practice programs.	(1)		
Identify a coordinating group to sustain efforts long termthis will continue to advance the work of filling gaps in services, better	Expand mental health and sub as access to these services) for	Increase support for transportation to work sites	Provide more options for youth to get started in	Educate landlords on positive youth engagement and
alignment and collaboration, and expansion of key services needing to go to scale. Create a Project Manager role that would continue to oversee		(bus passes).	education and employment through increased access to career coaching, career exploration, dual enrollment programs across high	partner with them to coordinate the availability of rental housing for Opportunity Youth.
efforts and be responsible for grant writing (sustainable funding). Pull together a Core Steering Committee or Advisory Board for the region			schools, and paid work experience. (2)	Create or increase access to additional transitional and permanent housing for Opportunity Youth. (1)
that the Project Manager would report too. Leadership here needs to be aligned with the five core outcomes. (4)				

Permanent Connections	Health & Social Emotional	Self-Sufficiency	Education, Training,	Stable Housing
			Employment	
_		unity Youth – articulate the cost o		•
youth are served comprehen	sively. This savings could be reali	gned to other programs (this hap	pened in the justice system). De	velop a case for support. (2)
		Work to identify ways to make it possible for youth to clear any charges made in their name on their credit reports that were not of their doing. This can occur, but most youth don't know what the process is or how to get started. Also, ask Duke Energy and other utilities to	Increase flexibility from state regarding teacher credentials/certification requirements. Allow people who have the proper certifications/experience for their industry to teach High School and post-secondary classes so broaden the pipeline to demand jobs.	Increase the "per diem" to cover the housing and support services for youth in the extended commitment. Pay for "room and board" fo youth attending post-secondary and living on campus during school breaks or full calendar year. Include Opportunity Youth as
		require an ID with a birth date before putting a utility in someone's name. (1)	Other partners are working on this issue, such as the Council for Post-Secondary Education. (1)	a special need population with HUD for the purpose of Section 8 Project Based Supportive Housing. (1)
		Identify a secure way for Opportunity Youth to access and store their legal documents (such as a database, data vault, safety deposit box). (3)		Change licensing regulations to allow youth with extended commitment the ability to live with another youth (such as in a 2-bedroom apartment).
				Provide State-wide resource to support housing options for Opportunity Youth (given that Transitional Living Program (TLP) federal funding is not consistent and extremely competitive).

Public Policy Issues to A	dvance			
Permanent Connections	Health & Social Emotional	Self-Sufficiency	Education, Training,	Stable Housing
			Employment	
	Remove barriers for Opportuni	ty Youth in securing ID – such	Give broader latitude in State	Provide support for
	as waive fees for non-driver IDs	s and supporting	Policy to allow for aligning	individuals who do not have
	documentation; offer and strer	ngthen alternative verification	Career Pathways at local	the information or financial
	processes; make information o	n requirements and processes	High Schools with local	means to go through the
	readily available and easily und	lerstood; allow school IDs or	needs. Currently College and	expungement process. With
	transcripts as proof of identific	ation or residency (schools are	Career Readiness is tied to	particular focus on records
	now using electronic transcript		school accountability yet	that are causing challenges
	_	iccess documents. Such IDs and	schools only get credit for	with securing housing and
	supporting documentation (bir		work done in "Approved	job opportunities. Adopt
	security cards) are critical to ac		Career Pathways". Schools	Kentucky Youth Advocates
	housing, child care assistance,		can apply for a pathway, but	policy: Expand the list of
	students get an ID before leavi		only get approval about ½	offenses that youth can
	education/workforce setting. In	•	the time. This creates a	expunge and make the
	and reach out to NKU and other	• •	barrier for schools trying to	process automatic. Increase
	Team up with groups who wan	t to see youth get ID's for	provide needed options. The	advocacy with employers so
	voting purposes. (5)		State Department of	youth are given a second
			Education is working on a	chance for employment,
			new accountability system to	similar to Nehemiah
			be rolled out in September.	Manufacturing in Cincinnati.
			This may be addressed at	Ohio also has a "Certification
			that time. Other partners	of Qualified Employment"
			such as the Northern	process removing some
			Kentucky Education Council	barriers to employment.
			may be interested in this	Partners include Children's
			issue. (2)	Law Center and Legal Aid.
				Work with KCTCS (Gateway
				Community and Technical
				College) to look at the
				provision of student housing
				through partnership.

RFP Timeline

December – State staff approval

January 11, 2023 – RFP release date (local, state, and national)

January 24, 2023 – Bidders' Conference

February 8, 2023 – Proposal's due by 4:30 p.m. EST

February 13 - 17, 2023 - Staff compliance review

March 20, 2023 – Proposals and results of staff compliance review will be provided to the NKWIB Program & Youth Committee for their information prior to the funding meeting.

April 11, 2023 – NKWIB approval of contract award/funding recommendation

TBA – Chief Local Elected Official (CLEO) approval of contract

July 1, 2023 Contract implementation date

LWDB:

MEMBERSHIP NOMINATION FORM LOCAL WORKFORCE DEVELOPMENT BOARD

NEW NOMINATION □	By: Name: Brent Cooper
or	Agency: NKY Chamber
TERM RENEWAL	Position: President & CEO
or	Address: 300 Buttermilk Pike, Suite 330, Ft
.	Thomas, KY 41017
REPLACEMENT	Phone: 859.578.6380
	ı
	3 rd Term:
(Beginning & Ending Dates R	Required for All Terms When Applicable)
* If a New Nominee to represent (check one):	ss
CBO	☐ Economic Development ☐ One-Stop Partner
Workforce Sector (if representing Business): Healthcare	_
*If a Replacement – Name of Former Member:	
- Group Represented:	
*If a Term Renewal - CLEO signature is required with all term renew	vals as well as new nominees & replacements
in a Term remember of the definition of the defi	ado de Holl de Hott Holliniose d'Esplacemente.
D ((O) 1	
Representing: (Check all that apply)	
Labor/Representative of Labor Employee Represent	` ' <u> </u>
Community Based Organization Youth Serving Organ	
Joint Labor-Management Apprenticeship Program	Other (Specify:)
Category member represents:	
	☐ 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 a	uthority for the organization.
, , ,	, ,
	VP, Business Banking Center
Name of Nominee: Mr. or Ms. Kate Doolittle	Title: Manager- Covington
Business Address: Street: 404 Madison Ave.	
City: Covington State: KY	Zip: 41011 County: Kenton
Employer: PNC Bank Financial Services Inc.	Business Phone: 859-491-7300
Cell Phone: 513-630-2529	Email Address: Katharine.doolittle@pnc.com
	es on existing business development and community outreach
programs/events.	55 on existing business development and community editeden
	per of Commerce DEI Committee, PNC Women in Business
	,
Organization Anniations (Civic & Professionar). Certified Adv	ocate, VP Business Banking Microspace Manager
0 1111 5 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
Qualifying Experience: 10+ years in financial services indust	
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 mee	et WIOA requirements.
Appointed By:	
Cleo Signature:	Date:
Printed Name: , J	udge Executive or Mayor County:

FY23 as of October 31, 2022 (33% of Fiscal Year)	WIO Formu Funds To	la	W	National islocated orker Grant (NDWG)	(Grand Total	Υ	TD Expended	% Expended
Actual Carryover From FY 2022									
Grant 27122 (Dislocated Worker Program)	\$ 393,30	55.21			\$	393,365.21			
Grant 27222 (Dislocated Worker Program)					\$	72,115.30			
Grant 27022 (Adult Program)		30.54			\$	37,730.54			
Grant 27322 (Adult Program)	\$ 165,39	95.20			\$	165,395.20			
Grant 27422 (Youth Program)	\$ 207,90	08.47			\$	207,908.47			
Grant 27421 (Youth Program)	\$ 41,50	68.20			\$	41,568.20			
272DW21 (Dislocated Worker Program)		33.53			\$	763.53			
271DW21 (Dislocated Worker Program)	\$ 4,90	01.31			\$	4,901.31			
273AD20 (Adult Program)					\$	-			
258CV20 NDWG	œ.		\$	126,604.02	\$	126,604.02			
	\$ \$	-			\$	-			
Actual Carryover	\$ 923,74	47.76	\$	126,604.02	\$	1,050,351.78			
Actual Allocation	A 105.0								
Adult					\$ \$	425,050.57			
Dislocated Worker Youth					\$	846,529.02			
	\$ 420,2	71.70			Þ	420,271.70			
*Rapid Response Funding (Requested from State as Pass Thru)	\$ 128,00	20 00			\$	128,000.00			
Trade Training Funds	\$ 120,00	-			\$	120,000.00			
Actual Allocation	\$ 1,819,8	51.20	\$		\$	1,819,851.29			
Total Available			\$	126,604.02	Ė	2,870,203.07			
Obligations	ψ ±,1 40,0	30.00	Ť	120,004.02	Ť	2,010,200.01			
*NKWIB Subgrant Recipient/Fiscal Agent	\$ 805,5	12.05	\$	1,801.95	\$	807,314.00	\$	218,377.27	27%
*OS Operator Contracted Provider (Brighton Center)	\$ 208,4	53.00			\$	208,453.00	\$	47,149.61	23%
*OS Direct Workforce Services Contracted									
Provider (Brighton Center)	\$ 1,056,19	94.00	\$	5,575.42	\$	1,061,769.42	\$	322,338.00	30%
Set-aside Obligations									
JOBS EQ Data Base Agreement	,	00.00			\$	4,400.00	\$	1,477.96	34%
Outreach		00.00			\$	15,000.00	\$	50.51	0%
GROW Training	\$ 27,88	30.00			\$	27,880.00	\$	16,968.00	61%
Youth Work Experience	\$ 167,3	11 75			\$	167,311.75	\$	46,147.37	28%
Incumbent Worker					\$	70,000.00	\$	-3,147.37	0%
OJT		00.00			\$	35,000.00	\$	-	0%
Youth Education/Career Funds		00.00			\$	50,000.00	\$	-	0%
*Individual Training Accounts (ITA's)	\$ 175,00				\$	175,000.00	\$	55,117.16	31%
Supportive Services	\$ 10,00	00.00			\$	10,000.00	\$	-	0%
Total Obligations	\$ 2,624,7	50.80	\$	7,377.37	\$	2,632,128.17	\$	707,625.88	27%
			\$		\$				

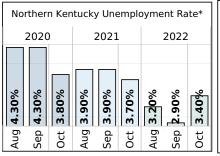


Key Performance Indicators

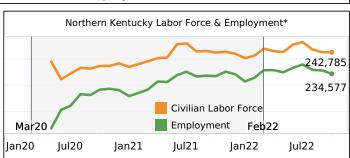
Effectiveness in Serving Employers

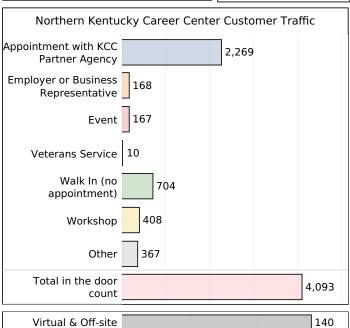
November, 2022 (FY23) July 1, 2021 - November 30, 2022

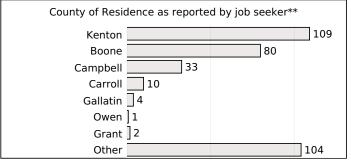
Local Workforce Development Area Labor and Unemployment Statistics

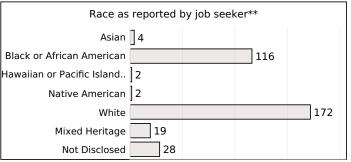




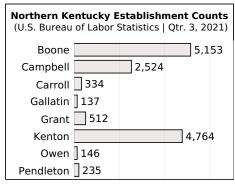


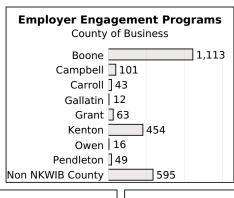


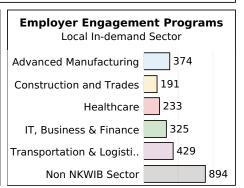




Employer Engagement (Programs and Activities / Effectiveness in Serving Employers)







Unique Employers

752

Market Penetration Rate

5.81%

Repeat Customer Rate (1st Qtr. FY23)

20.06%

Reported Job Placements

415



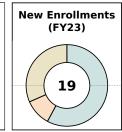
Key Performance Indicators

WIOA Direct Services

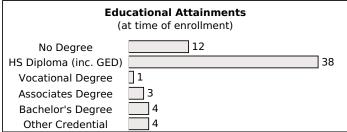
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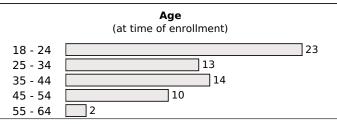
Active Workforce Cases

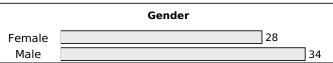


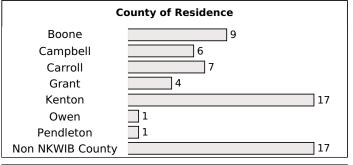


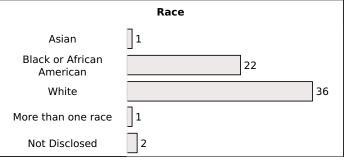




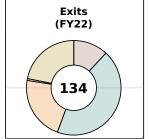


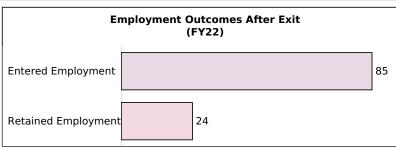






Exited Workforce Cases: Outcomes & Attainments





Median Wages (FY22) (Reported 2nd Qtr after exit)						
Hourly	\$16.23					
Weekly	\$750.00					
Yearly	\$45,000.00					

	Crede	entials Attained	i
		FY 2022	FY 2023
Associ	iates Degree	2	0
Bache	lor's Degree	1	0
Occup	ational Certificatio	24	7
Other		3	0

		1
Measurable Skills Gain (MSG)		
	FY 2022	FY 2023
Assessment Tool Test	2	0
Better Progress Report	6	1
Diploma	3	0
Educational Achievement	20	13
Skills Progression	92	25
Training Milestone	5	1