



Program/Youth Committee

February 14, 2023 | 8:30 am - 10:00 am

NKADD | 22 Spiral Drive | Florence

<https://zoom.us/j/95098411240>

AGENDA

1. **Call to Order and Introductions** (8:30)
2. **Self-Identification of Members** - Any member of the committee having a potential conflict of interest regarding any issue on today's agenda should self-identify.
3. **Approval of Minutes** – December 11, 2022 (**Action required**) (8:35-8:40)
4. **PROGRAMMING**
 - Dean McKay (8:40 – 8:45)
 - RFP Update - Tonia Slone (8:45 – 8:50)
 - Brighton Center Update – Douglas Beard (8:50 – 9:00)
5. **PARTNERSHIP**
 - GROW NKY – Update – (9:00 - 9:10) – Correy Eimer
6. **ACCOUNTABILITY/TRANSPARENCY**
 - Compliance Review – Tonia Slone (9:10 – 9:20)
 - Fiscal KPI – Liberty Kordish (9:20 – 9:30)
7. **OTHER**
 - Director's Update – Correy Eimer (9:30 – 9:40)
 - *Business Services Specialist* for Work for Success Introduction
 - *Quality Assurance and Data Specialist* Introduction
 - New Business - (9:40 – 9:45)

Adjourn

Reminder – the next Program/Youth meeting is Tuesday, April 11, 2023 at 8:30 am.

NKWIB 2021 – 2025 Strategic Plan Elements

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.

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.

2. 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.

Diversity, Equity and 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.

FY2022 MINUTES
PROGRAM/YOUTH COMMITTEE | Zoom Meeting
Tuesday, December 6, 2022 | 8:30 AM

MEMBERS PRESENT	GUESTS
Lisa Blank	Douglas Beard, Brighton Center
Sherra Dunlap	Melissa Hall Sommer, Brighton Center
Ryan Henson	Lauren Allhands, Brighton Center
Dean McKay	Ellen Bates, Brighton Center
Dr. Randy Poe	
Dave Schroeder	
Shannon Starkey-Taylor	STAFF PRESENT
	Correy Eimer
	Tonia Slone
MEMBERS ABSENT	Simon Boxall
Joe Buerkley	David Klokner
Colleen Kirkpatrick	Liberty Kordish
Jarrold Tiemeier	Melinda Ford
Matthew Turner	Katie Jo Kirkpatrick
Alecia Webb-Edgington	Melissa Patchell
Kristie Henry Willoby	

CALL TO ORDER

The meeting was called to order at 9:05 AM by Dean McKay, committee chair, with a quorum.

SELF-IDENTIFICATION OF MEMBERS

No members identified as having any conflict of interest with the agenda items.

APPROVAL OF MINUTES

Dave Schroeder motioned to approve the minutes for the committee meeting held on October 11, 2022. Shannon Starkey-Taylor seconded. All voted aye. The **motion carried** and the minutes have been approved.

PROGRAMMING

- Tonia Slone proposed the expenditure of funds of \$10,000 through the Brighton Subcontractor Contract to lease outreach/training tools that would assist in connecting job seekers to different occupations. It is a virtual reality (VR) program that provides job seekers the ability to interact and experience high demand positions. This method has also been successful in the Bluegrass region.
- The calculations for the VR expenditure from different revenue streams will be determined by Liberty Kordish, who stated there is an under-utilization in youth, adult, and dislocated worker funds that can be capitalized in this endeavor.
- Dr. Randy Poe motioned to authorize the expenditure, purchase and implementation to utilize VR in the Career Centers. Someone suggested the use be evaluated after one year, Shannon Starkey-Taylor seconded the motion. All voted aye. **Motion passed.**

RFP (Request for Proposals) Process – Timeline Review

- Tonia Slone, NKWIB Project Manager, reviewed the upcoming timeline for the RFP process as both RFPs for the One-Stop Operator and Direct Services Provider was passed by NKWIB after being recommended by this committee.
 - Release of the RFP will be January 11, 2023
 - Proposals will be due February 8, 2023
 - The received proposals will be presented to this committee March 20, 2023

- The NKWIB will approve the contract award/funding recommendation April 11, 2023
- The Chief Local Elected Official will approve the contract prior to the implementation date July 1, 2023

Brighton Center Update

Douglas Beard, Direct Services Representative

- KCC Orientations take place every Thursday to bring the public back into the Career Center.
- Continuing Outreach to sites outside the career center, including high schools and Opportunity House at NKU
- Internal File Reviews are also taking place. The goal is to have all active files reviewed twice prior to December 19th.
- Developing a report out tool for the reviews and other steps that were covered in the BC's action plan.

PARTNERSHIP

Partnership Update - Tonia Slone, NKWIB Project Manager

- Tonia Slone, NKWIB Project Manager, updated the committee on a new grant received recently from Statewide Reserve Funds, Work for Success. The amount received is \$289,457 and will be used to assist recovery clients in attaining self-sufficient employment.
- Tonia Slone also reported that the Youth Response Team is slowly coming back online after a break during COVID. A handout was included in the packet reminding the committee of the group's goals. The committee was also informed that staff of the response team will be presenting to the Bartlett Educational Center

Grow NKY Update – Correy Eimer, NKWIB Director

- The RFP posted for the governance structure was awarded to NKU, and they are collecting and reviewing data.

Additional Update – Correy Eimer, NKWIB Director

- Correy informed the committee that the Workforce Division also received \$150,000 from the City of Covington to offer employment services to Covington residents.

ACCOUNTABILITY/TRANSPARENCY

Fiscal KPI – Liberty Kordish, Senior Financial Specialist

- Liberty Kordish reviewed the expenditures in the FY22 budget.
- The subcontractor, Brighton Center has also requested the transfer of funds, \$40,000, from Dislocated Workers to Adult and requested a motion to approve this transfer.
 - Dave Schroeder motioned for the transfer of \$40,000 from Dislocated Workers to Adult. Seconded by Ryan Henson. All voted in favor. **Motion carried.**

MEETING ADJOURNMENT

The meeting was then adjourned at 9:30 AM by Dean McKay, committee chair.

FY23 as of December 31, 2022 (50% of Fiscal Year)	WIOA Formula Funds Totals	Statewide Reserve (Special Projects) Total	National Dislocated Worker Grant (NDWG)	Grand Total	YTD Expended	% Expended
Actual Carryover From FY 2022						
Grant 27122 (Dislocated Worker Program)	\$ 393,365.21			\$ 393,365.21		
Grant 27222 (Dislocated Worker Program)	\$ 72,115.30			\$ 72,115.30		
Grant 27022 (Adult Program)	\$ 37,730.54			\$ 37,730.54		
Grant 27322 (Adult Program)	\$ 165,395.20			\$ 165,395.20		
Grant 27422 (Youth Program)	\$ 207,908.47			\$ 207,908.47		
Grant 27421 (Youth Program)	\$ 41,568.20			\$ 41,568.20		
272DW21 (Dislocated Worker Program)	\$ 763.53			\$ 763.53		
271DW21 (Dislocated Worker Program)	\$ 4,901.31			\$ 4,901.31		
273AD20 (Adult Program)	\$ -			\$ -		
258CV20 NDWG	\$ -		\$ 8,847.83	\$ 8,847.83		
	\$ -			\$ -		
	\$ -			\$ -		
Actual Carryover	\$ 923,747.76	\$ -	\$ 8,847.83	\$ 932,595.59		
Actual Allocation						
Adult	\$ 425,050.57			\$ 425,050.57		
Dislocated Worker	\$ 846,529.02			\$ 846,529.02		
Youth	\$ 420,271.70			\$ 420,271.70		
*Rapid Response Funding (Requested from State as Pass Thru)	\$ 128,000.00			\$ 128,000.00		
SWR -Work for Success	\$ -	\$ 289,457.40		\$ 289,457.40		
Actual Allocation	\$ 1,819,851.29	\$ 289,457.40	\$ -	\$ 2,109,308.69		
Total Available	\$ 2,743,599.05	\$ 289,457.40	\$ 8,847.83	\$ 3,041,904.28		
Obligations						
*NKWIB Subgrant Recipient/Fiscal Agent	\$ 805,527.01	\$ 125,673.71	\$ 1,513.45	\$ 932,714.17	\$ 334,503.09	36%
*OS Operator Contracted Provider (Brighton Center)	\$ 208,453.00			\$ 208,453.00	\$ 80,288.62	39%
*OS Direct Workforce Services Contracted Provider (Brighton Center)	\$ 1,056,194.00		\$ 5,547.49	\$ 1,061,741.49	\$ 483,566.38	46%
Set-aside Obligations						
JOBS EQ Data Base Agreement	\$ 4,400.00			\$ 4,400.00	\$ 2,216.94	50%
Outreach	\$ 15,000.00			\$ 15,000.00	\$ 344.51	2%
GROW	\$ 27,880.00			\$ 27,880.00	\$ 27,880.00	100%
Training						
Youth Work Experience	\$ 167,311.75			\$ 167,311.75	\$ 67,430.60	40%
Work For Success Work Experience	\$ -	\$ 150,000.00		\$ 150,000.00	\$ -	0%
Incumbent Worker	\$ 70,000.00			\$ 70,000.00	\$ -	0%
Transitional Jobs	\$ 35,000.00			\$ 35,000.00	\$ -	0%
Youth Education/Career Funds	\$ 50,000.00			\$ 50,000.00	\$ -	0%
*Individual Training Accounts (ITA's)	\$ 175,000.00			\$ 175,000.00	\$ 60,477.16	35%
Supportive Services	\$ 10,000.00			\$ 10,000.00	\$ -	0%
Total Obligations	\$ 2,624,765.76	\$ 275,673.71	\$ 7,060.94	\$ 2,907,500.41	\$ 1,056,707.30	36%
Remaining Balance	\$ 118,833.29	\$ 13,783.69	\$ 1,786.89	\$ 134,403.87		