

Meeting Agenda

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

NKADD | 22 Spiral Drive | Florence || **Zoom** | Meeting ID: 988 2414 5838

1. **Call to Order and Welcome** – *Michelle Cestaric, Board Chair* 8:30 am
2. **Roll Call of Members** (if necessary) – *Correy Eimer, NKWIB Director*
3. **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 – *Michelle Cestaric*
4. **Approval of Minutes** – January 10th meeting – *Michelle Cestaric* **action requested** 8:35 am
5. **Programmatic KPI** – *Melinda Ford, NKWIB Quality Assurance & Data Specialist* 8:40 am
6. **Fiscal KPI** – *Liberty Kordish, NKWIB Fiscal Specialist* 8:45 am
7. **Mission Moment** – *Douglas Beard, WIOA Direct Services Lead* 8:50 am
8. **Committee Status Reports**
 - a. Program/Youth Committee – *Tonia Slone will report* 9:00 am
 - b. Business Services Committee – *Brian Bozeman will report* 9:05 am
 - c. Membership & Board Operating Committee – *John Baines will report* 9:10 am
 - Member Spotlight – *Michelle Cestaric*
 - New Member Nominations **action requested**
 - Ken Muth, Duke Energy (replacing Cara Brooks)
 - Cristina Marsh, Jefferson Community and Technical College
 - d. Diversity Equity Inclusion Committee – *Catrene Bowman will report* 9:20 am
 - Presentation – *Defining Diversity, Equity and Inclusion* – *Gina Douthat*
 - e. Executive Committee – *Michelle Cestaric will report* 9:40 am
9. **Career Center Operator report** – *Lauren Allhands* 9:45 am
10. **WIOA Direct Services report** – *Douglas Beard* 9:50 am
11. **Director's Report** – *Correy Eimer* 9:55 am
12. **Adjourn** – *Michelle Cestaric* 10:00 am

Next meeting: May 9, 2023 at 8:30AM | NKADD, 22 Spiral Drive, Florence

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.

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.

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.

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FY23 MINUTES
MEETING | Tuesday, January 10, 2023 | 8:30 am
NKADD and Via Zoom

MEMBERS PRESENT		GUESTS
Dr. Vicki Berling	Jared Tiemeier	Judge Steve Pendery, Campbell County Fiscal Court
Lisa Blank	Matthew Turner	Kim Serra, Campbell County Fiscal Court
Catrena Bowman	Michelle Tyson	Judge Kris Knockelmann, Kenton County Fiscal Court
Brian Bozeman	Alecia Webb-Edgington	Melissa Hall Sommer, Brighton Center
Cara Brooks	William Weier	Douglas Beard, Brighton Center
Joe Buerkley	Kristie Henry Willoby	Lauren Allhands, Brighton Center
Michelle Cestaric		Meagan Earle, Ross IES
Dana Dobbs	MEMBERS ABSENT	Natilie Rupert, Kenton County Library
Gina Douthat	John Baines	Jame Myers, CDO
Sherra Dunlap	Nick Birkenhauer	Ellen Bates, Brighton Center
Dr. Fernando Figueroa	Natasha Bowsher	
Ryan Henson	Brent Cooper	STAFF
Colleen Kirkpatrick	Mike Flannery	Correy Eimer
Heather McClanahan	Janet Harrah	Katie Jo Kirkpatrick
Dean McKay	Kimberly Rossetti	Liberty Kordish
Dr. Randy Poe	Dave Schroeder	David Klokner
Connie Schnell	Gina Stough	Tonia Slone
Shannon Starkey-Taylor		Simon Boxall
		Melinda Ford

CALL TO ORDER

Chairperson Michelle Cestaric called the meeting to order at 8:31 am with Business and Overall Attendance Quorums achieved.

SELF-IDENTIFICATION OF MEMBERS

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

MINUTES APPROVAL

Cara Brooks made a motion to approve the November 8, 2022 meeting minutes. Dean McKay seconded the motion. All voted aye. The motion carried.

PROGRAM & FISCAL KPI PRESENTATIONS – David Klokner & Liberty Kordish

MISSION MOMENT –Douglas Beard, WIOA Direct Services Lead, Brighton Center

- Douglas shared the story of Edward Hummeldorf. Edward utilized extensive career exploration with Career Coach, Todd Typer, and found his calling in Information Technology and Education. He will be starting an internship in January.

ACCOUNTABILITY/TRANSPARENCY

Program/Youth Committee

Dean McKay – Follow-up on last month's committee meeting:

- Dean presented the plan to introduce VR job introduction training for clients, including using it for those who are incarcerated to assist once they are released.
- Michelle Cestaric motioned for approval of transfer of funds for VR training. Connie Schnell seconded the motion. All voted aye. Motion carried.

Business Services Committee

Brian Bozeman – Follow-up on last month's committee meeting:

- At the previous committee meeting, there were discussions regarding what might need to be included on the next batch of KPIs.
- The committee also discussed the new industries that are being attracted to the area

Membership & Board Operating Committee

Follow-up on last month's committee meeting:

- Board Nomination
 - Katie Doolittle, PNC Bank was been nominated to the board.
 - Brian Bozeman motioned for the approval of Kate Doolittle's nomination. Gina Douthat seconded the motion. All voted aye. Kate Doolittle's nomination was approved.
- Member Spotlight – Connie Schnell
 - Gina Douthat has been nominated for the next member spotlight
 - Nominated Michelle Cestaric for the next member spotlight

Diversity, Equity, & Inclusion Committee

Catrena Bowman – Follow-up on the last committee meeting:

- Due to the last committee meeting being cancelled, there was not a training presentation during this meeting.

Executive Committee

Michelle Cestaric – Follow-up on the last committee meeting:

- Michelle Cestaric brought the electronic signature policy to the floor that would allow documents to be signed via e-signature.
 - Shannon Starky-Taylor motioned for the approval of the policy, Cara Brooks seconded the motion. All voted aye. Motion carried.
- Another policy was presented for Transitional Jobs and reallocating funds that have not been used for on-the-job training. Transitional jobs will also utilize several other funding sources including grants.
 - Catrena Bowman recommended changing the definition of inconsistent work history to be broadened to include more people experiencing inconsistent work history.
 - Dana Dobbs asked for clarity on the "up to 100%" subsidizing pay. Tonia mentioned this wording was pulled from the federal guidance.
 - Brian Bozeman motioned for the approval of the Transitional Job policy with the adjustment to change the definition of inconsistent work history from over not holding the same job for 6 consecutive months to 9 consecutive months in two years, Dean McKay seconded the motion. All voted aye. Motion carried.

PROGRAMMING

Career Center Operator Report

Lauren Allhands, One-Stop Operator, reported:

- Large turnout for the Discover KCC event of 55 attendees.
- Upcoming New Year New Career Expo, 1/26/23
- Job posting for full time First Impression Specialist
- There is an issue with the NKY Career Center facebook page and it is in the progress of being resolved.
- Repairs completed at Covington KCC. Painting happening in January at Florence KCC. Planned move in to the Williamstown KCC on January 17th.

WIOA Direct Services Report

Douglas Beard, WIOA Direct Services Lead, reported:

Evaluating & Reporting

- WIB reporting Document sent to staff twice a month

Business Services

- New Regional Workforce Strategies Coordinator, Kaelin Scott
- Business services team will be transitioning to using LinkedIn recruiting

Director's Report

- Correy Eimer announced that the board would be organizing a NKWIB Retreat.

NEW BUSINESS

- No new business.

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