



Diversity, Equity, and Inclusion Committee | Agenda  
May 23, 2023 | 2:00-3:00pm  
Via Zoom | Meeting ID: 965 650 3011

1. **Call to Order** – *Catrena Bowman, Committee Chair* 2:00pm
2. **Welcome and Introductions** – *Catrena Bowman*
3. **Roll Call of Members** (if necessary) – Correy Eimer, Director, *NKWIB*
4. **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 – *Catrena Bowman*
5. **Approve Minutes** from January meeting – Catrena Bowman 2:05pm  
*action requested*
6. **Proposed Committee Objectives** – *Catrena Bowman* 2:10pm  
*action requested*
7. **Discuss DEI Trainings** (next one July 11) – *Catrena Bowman* 2:30pm
8. **New Business** – *All* 2:50pm
9. **Adjourn** – *Catrena Bowman* 3:00pm

**Next meeting: July 25, 2023 at 2PM**  
**via Zoom**

#### **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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**WIB** Northern Kentucky  
**WorkforceInvestment**  
B O A R D  
**DIVERSITY, EQUITY, AND INCLUSION COMMITTEE | FY 23 MINUTES**

**Tuesday, January 31, 2023 – 2:00PM**

**Via Zoom | Meeting ID: 965 650 3011**

**Present:**

Catrena Bowman, Chair  
Gina Douthat  
(NKKWB Member) Kate Doolittle  
Ashleigh DuBois

**Not Present:**

John Baines

**Staff:**

Correy Eimer  
Simon Boxall  
Liberty Kordish

**CALL TO ORDER**

The meeting began at 2:05 PM. The Chair, Catrena Bowman, started the meeting with introductions from all those present.

**SELF-IDENTIFICATION**

No members identified as having a conflict of interest.

**APPROVAL OF MEETING MINUTES**

Gina Douthat made a motion for the approval of the minutes from the September meeting. Ashleigh DuBois seconded. All voted aye, the motion carried.

**Committee Objectives**

- To be intentional in the recruitment methods and will hold joint meetings with the MBO committee
  - Future dates will be discussed with John Baines to hold two joint meetings
- Ensuring that the NKKWB reflects the communities we serve as representatives of our community, with respect to traditionally underrepresented groups.
- To align the DEI committee, Catrena Bowman recommended having an objective for each category of the NKKWB's strategic plan.

**DEI Training**

- Gina Douthat will be presenting the definition of Diversity, Equity, & Inclusion at the next board meeting in March
- Catrena Bowman will present Race & Ethnicity in May.
- John Baines will present Sexual Orientation & Identity at the first meeting of the next fiscal year.
- Ashleigh DuBois brought up the question of when the definition would be broken down. Catrena recommended doing a presentation as a group at the following meeting.
- Ashleigh DuBois & Kate Doolittle highlighted the usefulness of including DEI discussions in new member orientation.
- Before each presentation, the committee should state the why - "The reason for these trainings is to provide information and a survey will be sent out to the board when the trainings are complete."



**NEW BUSINESS**

- The committee discussed the NKY Career Center's process for collecting demographic information from individuals who use KCC services.

**ADJOURN**

Catrena Bowman adjourned the meeting at 3:15 PM.

Next meeting will be held on March 28, 2023, at 2pm.



**Correy Eimer, Director**  
**Michelle Cestaric, Board Chair**

Northern Kentucky Workforce Investment Board (NKWIB)  
Diversity Equity and Inclusion (DEI) Committee

Objectives

- Equip NKWIB board members with pertinent information, relative to DEI matters, to position the NKWIB to take appropriate measures to ensure NKWIB workforce development strategies and investments are equitable and inclusive.
- Advise NKWIB Member & Board Operating (MBO) Committee with regard to prioritizing *diversity* when it comes to board member recruitment, keeping in mind that *diversity* may come in various forms, such as race, ethnicity, age, disability status, etc.
- Work with the WIOA Operator and Direct Services Provider to ensure collection of demographic data on individuals served at NKY Career Centers, and work toward identifying and addressing potential outcome disparities on WIOA-registered individuals.
- Collaborate with partner organizations, such as the NKY Chamber of Commerce, to align DEI efforts to maximize collective impact.