

**BLUEGRASS WORKFORCE INVESTMENT BOARD**  
**October 18, 2011**  
**BGADD**  
**Lexington, Kentucky**

<b>Members Present</b>		<b>Staff/ Guests Present</b>
Akin, Robert	Manuel, Mark	Bradlee Burtner
Allen, Alonzo	Roberts, Troy	Jennifer Compton
Belcher, Matt	Smith, Daryl	Lori Ewing
Bushnell, James	Stockton, Beonka	Erica Lupson
Dyer, Ruth	Stoltz, Lenny	Crystal Saunders
Elam, Lelia	Sullivan, BJ	Chris Turley
Hoskinson, Buddy	Vater, Tami	
Huguelet, Guy	Walker, Lynette	
Lindeman, Barry	Wright, Jim	

Call to Order/Welcome	Chairman Smith called the meeting to order.	
Member Engagement Report	<p>Chairman Smith asked for community involvement reports including workforce issues, challenges and successes from each county.</p> <p><b>Anderson</b> – Bluegrass Energy doesn't have a high turnover rate; not much industry in the county, so a lot of people commute for work</p>	

	<p><b>Bourbon</b> – Construction businesses are experiencing challenges on getting bids. With 20 to 30 contractors placing bids, profit margins are a lot lower. Work has increased in Northern Kentucky, Louisville and Tennessee.</p> <p>A new type of drug test is being used to be able to detect synthetic drug use.</p> <p><b>Estill</b> – With the assistance of the National Emergency Grant we have a total of 8 workers placed in Raevenna and Irvine. A lot of residents in the county have to commute to work. Would like to host a community event on Kentucky Teleworks and working from home opportunities.</p> <p><b>Franklin</b> – There has been a commitment to open up Jubilee Jobs in Frankfort.</p> <p><b>Garrard</b> – Mine Shield has made their first shipment to China. If it goes well, could possibly have positions open up.</p> <p><b>Lincoln</b> – The technical school in Lincoln County is having challenges recruiting students. Would like to capitalize on the technical school in Scott county and find some similarities.</p> <p><b>Scott</b> – Scott County schools are partnering with BCTC and currently have 37 students participating, with a target</p>	
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of 100 students. Students can take two classes per semester and financial scholarships are available on a need base.

**Woodford** – The county is working together and has developed a Work Ready Community group that is completing the application to become a Work Ready Community. They are looking at expanding the group to include more partners to help with areas of criteria that are covered in the application process.

**Public Seats:**

The drug problem in Kentucky is receiving national attention. At the Conference of Mayors meeting last month there was an expressed interest in establishing a voluntary drug free workforce programs. In order for this to work we would have to establish a policy that you can't be hired unless you pass a drug test. This is in the early stages of discussion, but if we have the support from the employers in the region, the Bluegrass Region could eventually be recognized as a drug free workforce.

The Healthcare Industry is in debate regarding a BSN (Bachelor of Science in Nursing) and an AND (Associates Degree in Nursing). Currently more and more employers are only accepting applicants with a BSN. This could lead to a problem with current nurses having a problem finding a job.

	<p>Bluegrass Community and Technical College just started building a new campus on Newtown Pike in Lexington.</p> <p>Number one challenge is work ethic. People might have the training and experience with no work ethic. Jubilee Jobs has proven that participants that have criminal backgrounds can be great employees. They continue to work with employers to get a commitment to consider hiring participants that have completed their program.</p>	
Consent Agenda	<p>Chairman Smith presented the Consent Agenda which included the following items:</p> <ol style="list-style-type: none"> <li>1. September 26, 2011 Minutes</li> <li>2. September Financial Report</li> <li>3. September Staff Reports</li> <li>4. October Youth Council Summary</li> <li>5. October One-Stop Committee Summary</li> </ol> <p>Jennifer Compton further explained the financial report which included the FY13 percentages obligated for each program. These figures do not include the additional allocations that we will receive in October.</p> <p>James Bushnell, Youth Council Chair, explained that the Youth Council is going to produce an instructional video to better explain each event category of the Youth Competition. This year's competition is going to be held on March 9<sup>th</sup> at Spencerian. Each board member was</p>	<p>Motion was made by Guy Huguelet with a second by Lynette Walker to approve items one through five on the consent agenda. Motion passed.</p>

	<p>encouraged to judge an event at the competition.</p> <p>Jennifer Compton explained that on page 8 of the staff report the numbers for the second quarter were reported including 1,371 total customers served.</p> <p>Chairman Smith, is serving as Chair of the One-Stop Committee until that seat is filled, and he discussed their past meeting. The Kentucky Workforce Investment Board has completed the One-Stop Certification and will be sending the criteria to each local WIB. The people that are receiving unemployment benefits continue to ride out unemployment instead of utilizing the services offered at the one-stops. Staff is working to find ways to help get people to transition to the workplace.</p>	
Old Business	<p><u>Strategic Plan</u></p> <p><b>Goal #1 - Develop a more visionary and engaged board.</b></p> <p>Chairman Smith and Jennifer Compton are continuing to meet with each board member to help them understand their role on the board. During these meetings an inventory of their expertise, passion, connections and ideas will be captured.</p> <p>Board meetings are being reformatted to allow for engagement reports surrounding workforce issues.</p>	

	<p>Feedback was solicited during the August meeting, but a formalized process is still being outlined.</p> <p>The One-Stop Committee Chair seat is vacant. With the resignation of the previous Chair, staff is still working to fill this seat. This seat also serves on the Executive Committee.</p> <p>Potential board members for the vacant private sector county seats have been identified and were confirmed at the September Executive Committee. Staff has made contact with each of them and is awaiting responses.</p> <p><b>Goal #2 – Align the operations to better meet the needs of the regional workforce community.</b></p> <p>An organizational chart has been developed and the roles and responsibilities of staff as it relates to the strategic plan are being defined.</p> <p>The One-Stop Committee is set to meet on December 2<sup>nd</sup> to further discuss the One Stop Certification criteria, developing a score card, and KWIB’s branding initiative.</p> <p>A draft satisfaction survey for employers and jobseekers has been developed and is being reviewed by the One Stop-Committee.</p>	<p>A motion was made by Todd Denham with a second by</p>
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	<p><b>Goal #3 – Align the Bluegrass Regional Workforce Solutions with the top priority sectors: Advanced Manufacturing, Information Technology, Transportation, Healthcare.</b></p> <p>An industry partnership grant was submitted to the state for the Healthcare, IT, and Advanced Manufacturing sectors. Each grant is to pay for project managers to assist with projects for each consortium. Healthcare Consortium is going to complete a community resource mapping project; Information Technology Consortium is completing a workforce skills analysis project, and the Advanced Manufacturing Consortium is working with Bluegrass Community &amp; Technical College and Toyota in the Manufacturing Development Collaborative.</p> <p>Members of the management staff are scheduled to attend a grant training at the University of Louisville this month.</p> <p>Criteria for being certified as a work ready community was presented to Boyle, Clark, Lincoln, Mercer and Franklin counties. Applications are ready to be submitted for Woodford and Madison Counties. These will be submitted in January and will be among the first in the state to apply.</p> <p><b>Goal #4 – Promote awareness of the Workforce Investment System’s purpose, programs, and services.</b></p>	<p>James Bushnell to approve the Strategic Plan as presented. Motion passed.</p>
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The BGWIB newsletter is now available online. Please visit [www.bgwib.com](http://www.bgwib.com) to sign up for the e-news to receive exciting upcoming events and/or information on services available businesses. So far 22 people have already signed up.

During the month of October, we have helped with one job fair, two Mobile Career Center events, six Chamber activities, and six community events.

### **Annual Report**

An annual report was distributed which included information for the 2011 fiscal year. A summary of services, training by industry cluster, and training providers for the fiscal year were included: 13 companies received Rapid Response services which affected 773 employees; 142 people participated in the On-the-Job training contracts with 22 different companies; 34 unique training providers with BCTC having 47% of enrollments.

### **One on One Meetings**

Chairman Smith went over the one on one meetings that have been held so far.

- Need to increase communication and collaboration with our partners
- Different view on workforce issues from each member depending if public or private sector

	<ul style="list-style-type: none"> <li>• Similarities in Lincoln, Powell and Estill counties, and the need to host community events to make them aware of services available.</li> <li>• Kentucky Teleworks is a legitimate work from home opportunity</li> <li>• With Re-Entry programs, accountability is placed with the participants, and we need to see what employers can help</li> <li>• Possibly ask that every board member invite private sector business leaders to group session to hear issues</li> <li>• For us to be successful we have to help the bottom line of businesses.</li> <li>• Possibilities of apprenticeships</li> <li>• Private entrepreneurs are growing</li> </ul>	
New Business	<p><b><u>Work Ready Communities</u></b></p> <p>Jennifer Compton did a presentation about work ready communities, explaining exactly what it is, the criteria included, and the application process.</p> <p>The program was designed to align education, workforce development and economic development strategies within communities by using a collaborative approach. The criteria is made up of six different measures:</p> <ul style="list-style-type: none"> <li>• Graduation Rate</li> <li>• National Career Readiness Certificate Holders</li> </ul>	

- Community Commitment
- Education Attainment
- Soft Skills Measurement
- Internet availability

**Graduation Rate**

The high school graduation rate is calculated with the method used in reporting for the State. You have to have at least 82.32% graduation rate in the county. If you are below this percentage, you can be identified as a work ready community in progress if you present a plan to raise the rate to the acceptable rate within three years.

As of now, Anderson, Lincoln, Madison, Mercer, Scott and Woodford Counties all meet the graduation rate measure.

**National Career Readiness Certificate Holders**

At least 15% of working-age adults (18-64) must obtain the NCRC. The NCRC is a measure of work readiness and is accepted across the nation.

There is a current NCRC initiative in Kentucky. As of now, we currently do not have any counties that meet this measure. In order to apply to be work ready, a plan must be presented to raise the rate to 15% within three years. This plan should include promotional strategies, training availability and encouraging employer recognition of the NCRC.

	<p><b>Community Commitment</b>  The application must show support from a minimum of 1 person within each category of stakeholders: Economic Development, Elected Officials, Education, Workforce Development, Business and Industry.</p> <p><b>Education Attainment</b>  At least 25% of working-age (18-64) adults in the community have at least a two-year degree, and present a plan to increase to 32% within three years (KY average), and 39% within five years (National average). If you do not meet the minimum of 25%, then you must present a plan to be at 25% within three years, and 32% within five years, and 39% within seven years.</p> <p>As of now, Boyle, Fayette, Franklin, Jessamine, Madison, Scott and Woodford Counties meet this measure.</p> <p><b>Soft Skills Measurement</b>  Must have a program or programs to address work ethic/soft skills development and credentialing for both secondary and post secondary adult populations. Program must address: attendance/punctuality, communication, teamwork, leadership and critical thinking. For example the Work Ethic Seal program in Clark county. If a program doesn't exist, a plan must be presented to achieve this within three years.</p>	
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	<p><b>Internet availability</b>  At least 90% of households in the community have the broadband internet availability. If a minimum percentage is not met, a plan must be presented to meet the goal within three years.</p> <p>As of now, Bourbon, Boyle, Clark, Fayette, Franklin, Jessamine, Madison, Mercer, Scott and Woodford counties all meet this measure.</p> <p>The Kentucky Work Ready Communities application package was distributed. This package includes specific information on where the percentages for the measures are obtained, and common questions about the process. More Information is available at <a href="http://www.kwib.ky.gov">www.kwib.ky.gov</a>.</p>	
Adjourn	With no further business to discuss the meeting was adjourned by Chairman Smith.	A motion was made by Mark Manuel with a second by James Bushnell to adjourn the meeting. Motion passed.