



Executive Committee
December 18, 2012
BGADD
Lexington, Kentucky

Executive Committee Members Present	Staff Present
Lindeman, Barry	Compton, Jennifer
Smith, Daryl	Lupson, Erica
Walker, Lynette	Mason, Donna
	MacCormack, Mona
	Saunders, Crystal
	Turley, Chris

Call to Order

Chairman Smith called the meeting to order.

Community Involvement Report

- The Bluegrass Healthcare Consortium will be releasing the results of the resource mapping project at the beginning of February. All Human Resource Managers and CEO's of area hospitals will be invited to attend.
- A meeting has been scheduled for January 3rd with Tom Shelton, Superintendent for Fayette County Schools. The purpose of the meeting is to discuss aligning education with workforce needs of the future; creating pathways for students interested in the healthcare field.

Old Business

• **Minutes**

Chairman Smith presented the minutes from November 20, 2012 for approval.

Motion: To approve November 20th minutes as submitted.

Made by: Lynette Walker

Second: Barry Lindeman

Motion passed

• **Financial Report**

Jennifer Compton went over the November Financial report which indicated Youth, Adult, and Dislocated Worker were 100% obligated for FY13. As of today, 26% Adult funding, and 96% Youth funding has been obligated for FY14. FY14 funding has to be 80% obligated by June 30, 2012.

Motion: To approve November Financial Report.

Made by: Barry Lindeman

Second: Lynette Walker

Motion passed

- **Staff Report**

Jennifer Compton presented the PY11 Performance Report which indicated that all performance numbers were met and exceeded for the 2011 program year.

For Adult: Entered Employment – 90%, Retention – 87%, 6 Month Earning Increase - \$13,659.

For Youth: Entered Employment or Enrolled in Post Secondary Education - 60.6%, Obtained a degree or credential – 71%, Literacy & Numeracy Gains – 81.6%.

Motion: To approve November Staff Report.

Made by: Lynette Walker

Second: Barry Lindeman

Motion passed

- **Youth Council Report**

Chris Turley presented the November Youth Council report. This year, 10 programs were approved for the program year. Unfortunately a few of the programs have not succeeded in meeting their enrollment numbers they were allotted: Lincoln County Adult Education, Beef Up Your Education in Mercer County, and the YES program in Garrard County. The following chart shows the number of youth enrolled for each program, and their performance to date.

Program	# Enrolled	Lit/Num	Credential	Employed/Education
Beef Up Your Education	7	3		
Lincoln County Adult Education	5	1	3	
YES	0			

Chris Turley explained that the RFP was sent out for the program year 2013 (July 1, 2012 through September 30, 2013), and proposals were due by June 8th. The Youth Council reviewed proposals received, and sent out award letters on June 20th. All programs that scored below a 69 were also given a probationary period. The final contract was sent to each coordinator on June 22nd.

The board discussed that although the numbers for Beef Up Your Education and Lincoln Co Adult Education are lower than expected, both programs have already met goals for the literacy/numeracy level gains, and 3 youth have already obtained their credential for Lincoln County.

The YES program was placed on probation because of the overall score received on the proposal submitted. Chris Turley met with the coordinator during an onsite visit in September, and expressed concern because no students had been enrolled since July 1st. The coordinator stated that she was currently working with several youth, and just needs to get all the required documentation from each of them. The monthly report for October indicated that no youth had been enrolled. The coordinator said she had 18 in the pipeline to be enrolled, and was waiting on the required documentation from each of them. A meeting was scheduled in November for the coordinator to come into the office to discuss the problems with recruiting youth for the program. Unfortunately, the coordinator did not attend the meeting. In addition, staff received an email from the Adult Education which stated that they had made several referrals to the YES program, but has been unable to get

in touch with the coordinator. As of today, December 18th, no youth has been enrolled into the YES program. Since the enrollment period is July 1st through December 31st, staff has recommended that the program be discontinued for the remainder of the year.

Following discussion, the board recommended to discontinue the YES program so that they would still be eligible for future funding, and the numbers would not negatively affect our performance.

Motion: To discontinue the contract for the YES program effective December 18, 2012.

Made by: Lynette Walker

Second: Barry Lindeman

Motion passed

Motion: To approve Youth Council Report.

Made by: Barry Lindeman

Second: Lynette Walker

Motion passed

- **Strategic Plan**

Jennifer Compton discussed the progress made throughout the year, and planning for 2013. The “Funnel Concept” builds on the strategic plan by creating a method to continuously pull relative plans forward that will effectively meet the needs of the customers. The system engages board members to think with a visionary approach to future position of the BGWIB, and to develop current year objectives, mid-year checks, and end of year reflections. Staff are involved by creating the annual plan along with action plans and implementation through visual management and monthly monitoring.

The plan will focus on four strategic focus areas:

- Impact the growth of the economy
- Become the catalyst for Workforce Issues
- Develop a visionary 100% engaged board
- Create a qualified pool of work ready candidates

The projection and directional plans for each focus were identified. Each directional plan will have an annual plan established which will include benchmark/deadlines, and key staff assigned. The strategic plan will be revised and presented at the January Full Board meeting.

Motion: To approve 2013 Strategic Plan.

Made by: Lynette Walker

Second: Barry Lindeman

Motion passed

- **Board Members**

We are still trying to fill the following private sector county seats: Anderson, Boyle, Estill, Jessamine, Nicholas, Powell, and Scott.

New members have already been nominated for each of the following:

Clark County – Keith Welsh, Alltech

Woodford County – Keith Barnes – Quad Graphics

Community Based Organization – James Coles – Community Ventures

Economic Development – Kristel Smith – Eastern Kentucky University

Vocational Rehabilitation – Brad Mills

- **ERISS Survey**

Jennifer Compton reported that the ERISS survey has an anticipated end date of January 31st, 2013. A draft report summarizing the results will be available by March 15th. Some results were already received and were distributed for review. These results included a list of employers with positions that were expected to open within the next 90 days. A total of 659 positions were included for 105 different employers.

- **Economic Impact Study**

Conservations are being held with Pentagon, Army Element and Systems Contracts to acquire data and secure ongoing support for the Economic Impact Study. Progress reports will be submitted regularly, and forwarded for review.

- **Industry Partnership Grants**

Healthcare

Donna Mason, Project Manager reported the following for the month of November:

- The state approved the extension of the Healthcare Industry Partnership Grant through June 30, 2013, with monthly reports required, and a detailed plan for expenditures.
- Project Manager visited 6 hospitals throughout the month of November.
- A skills/gap survey has been distributed to all consortium members.
- Planning for the 2nd annual Medical Career and Science Institute is underway. Two sessions of the camp will be available: Beginners Session will be held June 10-14, and the Advanced Session will be June 17-21.
- 501(c)3 application has been submitted.
- 2013 quarterly meetings have been scheduled: January 17, April 18, July 18, October 17. All meetings will be held at the Bluegrass Area Development District at 8:30.

Advanced Manufacturing

Mona MacCormack, Project Manager, reported the following for the month of November:

- Supporting the Madison County Soft Skills initiative through assisting with the development of a skills matrix connecting needed “soft” skills and existing programs
- Assisting United Way in Danville with establishment of Goals & Measurables by participation in the Income Advisory Council
- Supporting the addition of a technology-oriented curriculum at the BCTC Winchester through conduction of a needs assessment
- Assisted with recruiting representative for Boyle County
- Attended various regional consortia and Industrial Authority meetings for networking purposes and to build knowledge and support around BAMP initiative

New Business

- **Officer Nominations**

Staff sent out a survey to all board members and received 15 responses that all agreed with the nominations submitted by the Executive Committee. With no additional nominations made, the current Officers will be re-elected for the 2013 year.

Motion: *To approve the 2013 Slate of Officers.*

Made by: *Lynette Walker*

Second: *Barry Lindeman*

Motion passed

- **Board Orientation**

The Board Orientation is tentatively set for February 22nd. Staff is working with the National Association of Workforce Boards, and Tim Aldridge will be conducting the orientation. More information will be provided at the January Board meeting.

- **Unsolicited Proposal**

Staff has received an unsolicited proposal for contracted housing from Divine Providence. The proposal is asking for \$12,000 to secure 8 beds at their facility for one year to assist with transitional housing for re-entry participants. This partnership would allow many men and women in the Steppin' to a New Beat Re-Entry program the opportunity to secure housing to help them be successful as they transition back into society.

Motion: To approve \$12,000 funding for transitional housing with Divine Providence.

Made by: Lynette Walker

Second: Barry Lindeman

Motion passed

Adjournment

With no further business, the meeting was adjourned by Chairman Smith.

Motion: To adjourn meeting.

Made by: Lynette Walker

Second: Barry Lindeman

Motion passed