



**Executive Committee
November 20, 2012
BGADD
Lexington, Kentucky**

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

Call to Order

Chairman Smith called the meeting to order.

Community Involvement Report

- **Fayette**
 - Mark Manuel reported that Adult Education would be moving from the High Street location in Lexington to the new facility on Newtown Pike.
 - Lynette Walker reported that planning is underway for the 2013 Medical Career and Science Institute. This year the committee is planning on having two sessions of the camp – Beginners and Advanced.

Consent Agenda

Chairman Smith presented the Consent Agenda which included the following items:

1. Minutes (September 4, 2012)
2. Discussion Summary (October 16, 2012)
3. Financial Report (September)
4. Staff Report (September)
5. Staff Report (October)
6. Youth Council Report (October)

Motion: To approve items 1 through 6 listed on the consent agenda.

Made by: Barry Lindeman

Second: Lynette Walker

Motion passed

Old Business

- Strategic Plan
Jennifer Compton discussed the progress made throughout the year. Staff had sent out a survey to the full board regarding the Strategic Plan and results were distributed for review. The Executive Committee went through the action steps to determine if it needed to remain on the Strategic Plan, or if it should be removed/changed/updated.

- Scorecard Update

Alonzo Allen reported that he has a meeting with Dr. Alison Davis of CEDIK to review information to include in the scorecard. The following information will be included in the scorecard:

- Unemployment
- Sector Trends
- Available jobs including skill sets/education
- Inflow data (age, wage, job)
- Exterior (who's commuting outside for work – what industry)

The goal is to have the scorecard completed in order to give a presentation at the January meeting.

New Business

- Financial Report

Treasurer Mark Manuel went over the financial report for October. The total percentage obligated for Youth, Adult and Dislocated worker is 100% for FY13.

Motion: To approve October financial report with no changes.

Made by: Lynette Walker

Second: Barry Lindeman

Motion passed

- Board Members

Jennifer Compton reviewed the composition of the board, and indicated which seats had terms that will expire on 12-31-12. The members reviewed the attendance records over the past year as well as member involvement within their communities to determine which private sector seats need to be filled. Boyle, Clark, Estill, Jessamine, Nicholas, Powell, Scott and Woodford Counties are vacant seats.

Crystal Saunders has contacted the Judge Executive in each of the counties listed above requesting a nomination for a private sector representative with optimal policy making and/or hiring authority for his/her company. Forms are due on November 21st.

The following members have an expiration date of 12-31-12 but have been active in their community and with the BGWIB, and are recommended to continue serving.

- Beonka Stockton – Anderson County
- Matt Belcher – Lincoln County
- Robert Akin - Labor Organization
- Buddy Hoskinson - Local educational entity
- Lynette Walker – At Large
- Mark Manuel – Local educational entities, adult education and literacy activated under WIA Title II
- Celeste Collins – Title V Older Americans Act of 1965
- Jeanne Devers – programs authorized under Wagner-Peyser Act, Ch 2 of Title II of Trade Act of 1974, activities authorized under Ch 41 of Title 38 US Code, programs authorized under state unemployment compensation laws

Chairman Smith will contact them to determine if they would like to continue serving.

The following seats expire on 12-31-12 and will need to be filled:

- At Large

- Community Based Organization
- Community Based Organization, employment and training carried out under Community Services Block Grant Act
- Economic Development
- Labor Organization
- Title I of Rehabilitation Act of 1973

- Consortia Reports

- Healthcare - Jennifer Compton introduced Donna Mason, Project Manager for Bluegrass Healthcare Consortium. Donna reported that she has been working on the 501(c)3 application, and has been in contact with each of the consortium members to schedule meetings with each of them. Donna met with Marissa Aull of CEDIK to get a report on the asset mapping project and is working on a plan on how to announce the results.
- Advanced Manufacturing – Mona MacCormack, Project Manager for Advanced Manufacturing Consortium reported that she has been busy meeting with each of the consortium members, and recruited 2 new members as well from Hitachi and Wausau Paper. She created an overview of the initiative, including the vision, goals and planning steps as well as percentage of completion.

The skills gaps survey results have been finalized, and Mona will forward them to the Executive Committee for review. The results indicated an immediate need for higher/better basic education knowledge and soft skills improvements of applicants. An urgent long-term need for qualified maintenance skills was also indicated. Understanding of troubleshooting basics ranked nearly as high as maintenance skill needs.

- KWIB Initiatives

- Chairman Smith discussed the 25 initiatives that the Kentucky Workforce Investment Board is currently working on and the amount of work it has added to staff at the local levels. He thanked staff for their hard work and dedication and announced that the Department of Labor has recognized Kentucky for being a model state on workforce development.
- Work Ready Community Initiative - Recently Boyle and Franklin Counties submitted applications for certification to KWIB. Boyle County was certified as a Work Ready Community, and Franklin County was certified as a Work Ready Community in Progress. To date, a total of 4 counties in the Bluegrass Region have gone through the process. Woodford County was one of the first counties certified by the KWIB as a Work Ready Community back in February, and Madison County was certified in May as a Work Ready Community in Progress. Staff are currently working with key representatives from Bourbon, Clark, Fayette and Harrison Counties on the Work Ready Community Initiative.

Adjournment

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

Motion: *To adjourn meeting.*

Made by: *Lynette Walker*

Second: *Mark Manuel*

Motion passed