



**Board Meeting  
January 17, 2012  
BGADD  
Lexington, Kentucky**

Board Members Present		Staff/ Guests Present
Adams, Mary Ann	Lindeman, Barry	Benites, Celina
Akin, Robert	Manuel, Mark	Compton, Jennifer
Allen, Alonzo	Roberts, Troy	Ewing, Lori
Bushnell, James	Smith, Daryl	Glasscock, Amy
Collins, Celeste	Sullivan, BJ	Lupson, Erica
Davis, Sherry	Vater, Tami	Saunders, Crystal
Hoskinson, Buddy	Walker, Lynette	Stoltz, Lenny
Huguelet, Guy	Wright, Jim	Turley, Chris
Kidwell, Monica		Ford, Chris (Guest)

**Call to Order**

Chairman Smith called the meeting to order. Binders were distributed to all members that included a complete listing of board members including their positions and expiration of terms, Orientation Guide, Bylaws, Organizational Chart, Strategic Plan and a Calendar of Events scheduled to date.

**Community Involvement Report**

Chairman Smith opened the floor for community involvement reports.

- **Fayette County**

The BGADD has purchased a property in Lexington off of Trent Boulevard. This property will be utilized to help take the “Steppin’ to a New Beat” Re-Entry Program to the next level. The main focus would be to secure housing in order to move forward and provide a safe living environment for individuals and to assist them with re-entry into the community.

- **Woodford County**

A Work Ready Community application was submitted by Woodford County. A positive recommendation was received from the Kentucky Work Ready Communities Review Panel. The actual certification has to come from the Kentucky Workforce Investment Board. The board will hear the recommendations of the panel at their meeting on February 16<sup>th</sup>.

**Consent Agenda**

Chairman Smith presented the Consent Agenda which included the following items for December 2011:

1. December 20, 2011 Minutes
2. December Financial Report
3. December Youth Council Report
4. December One Stop Committee Report
5. December Staff Report

Motion: To approve items 1 through 5 listed on the consent agenda.

Made by: Tami Vater

Second: Guy Huguelet

Motion passed

## Old Business

- **Strategic Plan**

Chairman Smith discussed the past year, and how the board continues to shift from an operational board to a visionary board as identified in the strategic plan. The strategic plan was approved by the board on August 30, 2011 and is updated as needed. Each month, staff reports the progress made towards each goal and objective.

Jennifer Compton went over the progress that has been made towards each goal identified in the strategic plan. Some of the highlights included:

- Jennifer Compton and Chairman Smith have completed all but 1 of the one on one visits.
- Staff is working on establishing dates to host workforce discussions in each of our 17 county region in partnership with the local Chambers.
- All seats have been filled. Monica Kidwell will now represent the Madison County seat.
- All staff are working on redesigning their procedures to be more effective and align with the strategic plan and sector initiative.
- Board Officers attended the National Workforce Association conference in December 2011. Two additional training opportunities are being established for 2012.
- Members of management staff have completed grant writing training at the University of Louisville and facilitation training provided by Eastern Kentucky University.
- Business Services team attended the "Taking Care of Business" forum provided by the Department of Labor.
- Key staff also attended the Partner for Success event hosted by the KWIB, and will attend the Southeastern Employment & Training Association (SETA) conference in February.
- Quarterly informational sessions will be made available to discuss available resources to target populations. The first session will be held on February 16<sup>th</sup> and will be on Youth Services.
- The Bluegrass Healthcare Consortium (BHC) was one of three recipients of the Industry Partnership Grant for \$65,000. The BHC is scheduled to meet quarterly in 2012.
- Woodford County was the first Work Ready Community application submitted in the state. A total of 8 have been submitted, and 4 received positive recommendations from the review panel. Certifications will be awarded in February through the KWIB.

## New Business

- **Board Member Handbook**

Chairman Smith went over the Board Member Handbook. A BGWIB Annual Report was included in the handbook. Board Members were encouraged to read through the report and to update their judges, mayors and communities.

- **Members** - A list of board members including their employer, title, public or private sector, and the date their term expires.
- **New Member Orientation Guide** - Chairman Smith briefly went over the Orientation Guide and the role of the board members.

- ✓ Workforce Boards assume critical leadership roles in the local workforce system.
- ✓ Planning, both strategic and operational, is a key responsibility of the board.
- ✓ Sector Strategies, Labor Market Information, Building Strategic Partnerships, and Aligning Resources are critical components for all workforce planning.
- ✓ Each Board Member plays a crucial role in ensuring the success of workforce development. One main area of responsibility includes understanding and communicating the employer needs. In order to effectively address the needs of the employers, staff has to know and understand the issues or concerns that the employers have.

- **Bylaws** – The current bylaws were included for review. The Board will be reviewing and discussing possible amendments to the bylaws throughout the year.
- **Organizational Chart** – A one page organizational flowchart was included to help board members better understand everything included under the BGWIB umbrella.
- **Strategic Plan** – A copy of the strategic plan was included.
- **Calendar of Events** - A list of meetings that have been scheduled throughout the 2012 year was included. An active calendar is available on the website at [www.bgwib.com](http://www.bgwib.com).

- **2012 Slate of Officers**

The proposed slate of officers for 2012 included the following:

Chair – Daryl Smith  
 Vice Chair – Barry Lindeman  
 Treasurer – Mark Manuel  
 Secretary – Lynette Walker

*Motion: To approve 2012 Slate of Officers.*

*Made by: Troy Roberts*

*Second: Alonzo Allen*

*Motion passed*

- **Staff Recognition**

Chairman Smith discussed three cultural changes including shifting from an operational board to a visionary, engaged board; who utilizes our services; and staff.

This year the BGWIB is going to recognize staff that go above and beyond the expectations of their job responsibilities. Celina Benites was recognized for her outstanding customer service and was presented with a plaque by Chairman Smith.

- **Website**

Staci May, Communications and Marketing Specialist, has been working to improve the website to make it more user friendly. She went through an overview of what can be found on the website, and what was included under each section. She encouraged the board members to visit the website at [www.bgwib.com](http://www.bgwib.com), and send any suggestions and/or changes directly to her at [smay@bgadd.org](mailto:smay@bgadd.org).

**Adjournment**

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

Motion: *To adjourn meeting.*

Made by: *Mark Manuel*      Second: *Alonzo Allen*      Motion passed