



**Executive Committee**  
**December 30, 2013**  
**BGADD**  
**Lexington, KY**

Executive Committee Members Present	Staff Present
Bushnell, James	Compton, Jennifer
Kidwell, Monica	Leacock, Lynn
Lindeman, Barry	
Manuel, Mark	
Smith, Daryl	
Walker, Lynette	
	Guest Present
	David Dutlinger
	Mayor Baker

**Call to Order**

Chairman Smith called the meeting to order.

**Community Involvement Report**

- Monica: no reports.
- Mark: no, we are closed until January 6<sup>th</sup>.
- Barry: no, we have been closed since before Christmas.
- Lynette: pleased that the Consortium status was achieved and dated back to May of 2012. Now we should be able to start looking at grants and now we can follow suit with Louisville where anyone who is a member of the Consortium would be able to share references that aren't just date of hire and position held. It has been in place in Louisville for quite some time and it was challenged in court and upheld.
- Barry: Mark and I were at a Commerce Lexington luncheon in December and I met Raymond Daniels, a Waffle House franchise owner who has worked with David Boggs at OWL. David recommended him as a great person for us to meet because we can help hire employees. I am also pleased to report that the same day our staff followed up with Raymond to let him know the services that we can provide.

**Consent Agenda**

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

1. Minutes (November 25, 2013)
2. Financial Report (November)
3. Staff Report (November)

Mayor Baker asked if there was any way that she could receive the packet before the meeting so that she would have time to review it. Daryl said that Jennifer would take care of it.

Daryl stated that normally it is mailed out to board members but due to holiday schedules it was difficult last month.

Motion: To approve items 1 through 3 listed on the consent agenda.

Made by: Mark Manuel

Second: Monica Kidwell

Motion passed

### Financial Report

- Mark: 1<sup>st</sup> page of Financial Report—Trade money has just come in.
- Page 3—Rapid Response funds, we have a negative balance in staff. That is never a good thing but there was more RR than we anticipated. We have requested more money and that should be coming.
- Jennifer: Rapid Response and Trade dollars are requested as needed to the state so that when there are companies that lay off or trading type companies, we request money from the state and they provide it to us as needed. So randomly throughout the year you will see that we have received funding for Trade dollars and Rapid Response.

### **OLD BUSINESS**

#### Strategic Plan

- Jennifer Compton gave everybody a copy of the 2014 Revised Strategic Plan. We are following the same funnel concept model as we did last year. It was about this time last year that we implemented that. Our Strategic Focuses have stayed the same, along with our vision and mission. There are some added directionals on page 5 in response to what was included in our local plan and also in response to the community forums that we conducted in October.
  - **Focus 1**-The last two directionals, C and D, to present the annual Workforce Summit and address employer needs. We have incorporated this into our Strategic Plan. Also to explore Teacher Academies. We currently have Boyle County that is doing Teacher Academies, Madison has done it in the past and they have looked at revitalizing that and Fayette County typically does it every year, however this last year with the turnover in Executive Director they are exploring that.
  - **Focus 2**-Directional B is the Business Service redesign. This is something that Owen and his team has been working on all year so we have included it. We have also worked with Ian Moores at ECU in partnership with that the Business Service redesign is reaching out to Chamber of Commerce, Economic Developers, anyone who is providing services to the community and to employers and coming together and providing a united front to employers. Directional C-Establish partnership with higher education throughout the Bluegrass. This is something that we have been working on with Bluegrass Tomorrow and the Bluegrass Higher Education Consortium. This is actually placing that in our Strategic Plan as it is noted in our Local Plan.
  - **Focus 4**-Directional C-Explore Opportunities to Accelerate Learning. This would be the Accelerating Opportunities Program at BCTC which is in our Local Plan and has been for the last couple of years. This would also be additional maintenance program at BCTC in Winchester, that is partnership between the Economic Development and the business there to where high school students in their senior year would take one year of industrial maintenance and then when they graduate they would have one year left. I think they are calling it 1 plus 1.

Objectives will be submitted to the Board in January. Basically, staff will go through and provide objectives as to how they will carry out each of these directionals.

- Daryl Smith- Stated that he is very pleased because this document solidifies our work as being what impacts the economy. We are out to help business solve their workforce challenges and help individuals find jobs. This keeps our focus on the big picture items going forward and I am very pleased with this document.

Motion: To approve the new Focus additions.

Made by: Monica Kidwell

Second: Mark Manuel

Motion passed

Daryl Smith added that a lot of good work has taken place in that category this year and I am very pleased with the effort and I know that in particular as we talk about the marketing plan and some of those other elements are in our local plan and going forward some of the things we talk about that the good work that we do people still don't know about.

Shift focus:

- Thank Lynette for establishing the three Ad Hoc committees.
  - First was a Professional Services Committee whose job has been completed. It was to establish criteria for obtaining an attorney and we have completed that.
  - Second was the Finance Ad Hoc committee to look at how data is reported to the board. The committee will make recommendations on how additional financial information to provide to the board to ensure its transparency. The board will also make recommendations to ensure proper financial controls and checks and balances are in place. It will ensure that all expenditure requests have been approved for disbursement by the BG WIB. Our treasurer, Mark Manual as Chair of that group. The work of that group will continue and I can see as we move forward the necessity as we amend our bylaws there needs to be a standing Finance Committee. But one thing is asked of Mark and your committee is that we do need to work on a budget for 2014.
  - Third, is our local plan. We did get some feedback and there were a few revisions. The state asked us about our Veterans affairs that Jennifer is going to clear up and has been signed by the Chief elected official and approved by the Board and is in place now.
- Jennifer stated that we received a letter from the state indicating that our plan had been conditionally approved. They want us to make two corrections to the Veterans questions. They want us to indicate that Veterans with barriers to employment are referred to the Disabled Veterans Outreach Program specialist and to make a clarification on Veterans that are job seekers utilizing the Career Centers can only be referred to the Disabled Veterans Outreach Program Specialist if they are disabled or if there are barriers to their employment. We will submit those two clarifications on Section C questions 15 and 16 and then the plan will be approved.

## **New Business**

Board Updates:

- Board submitted updates to the lease on Lexington. Attorney has submitted a red line version of the Lexington lease that staff will take a look at today because it used language in it like Central Kentucky Job Center, which is wrong. It is Kentucky Career Center of the Bluegrass.
- In our previous meeting we took action to approve the lease based on the recommendation from the attorney and the attorneys are cleaning up some language and we will see how that final process will work out. I did share with them the correspondence that Commissioner Mills sent with regard to the timeline that the lease needs to get approved on.

One thing we will be working on with Mark in 2014 is the budget. We have a category called Board with Board Expenditures. The Board just hired an attorney and we want to be judicious with the use of funding for that attorney. We don't want to waist federal resources but at the same time our work is very important to ensure that all of our contracts and agreements are up to snuff. So we want to come up with a good mechanism like a scoreboard to get a snapshot of where we are financially.

- Third item is update on discrepancies in Youth report reimbursements. The staff has done some reports on this.
- Jennifer stated that the initial finding shows that there needs to be a repayment from Lexington Fayette Urban Co Government on their Youth contract of \$6,002.69. This is basically payments that we have made out to them since September of 2012 in which they have requested reimbursement but did not provide backup documentation for that. We are offering them to either repay the \$6,002.69 or submit additional backup documentation. If for some reason they had forgotten to send some things, they still have that opportunity through January 10<sup>th</sup>. Also, with invoices that we have and have been holding in lieu of this investigation, \$7,600 in deductions from those invoices. In total we are looking at a little over \$13,000 in discrepancies from what LFUCG submitted for payment that they had submitted for reimbursement that they are not able to show backup documentation for at this time. We are going to give them another chance to show the backup documentation.

### **National Workforce Assoc. Meeting**

Daryl reported that the officers went to a National Workforce Association meeting this past month. There was uncertainty surrounding the federal budget and the partisan gridlock we face in Washington is something we need to keep our eye out for because the Workforce Investment Act was passed in 1998 and was due for reauthorization in 2003 and it is 2013 so we have a bill that is 10 years overdue for reauthorization. We have a hyper partisan climate in Washington now. Both sides believe that a business led Workforce boards are important. The experts are beginning to tell us there are no real champions for the Workforce Investment Act in congress which is going to make it extremely difficult for any future legislation to get through. We also found out that the National Workforce Association was also a part of NACO. It is anticipated that the Workforce Association will look differently that it does today.

Question by Mayor Baker: What happens if the Federal government pulls back and cuts it by 2/3 or anything? What happens to Workforce Development and the United States?

Daryl: It is going to shrink and that is why you will see contracts that are written or are subject to the availability of funds. Tennessee has already had to close doors and layoff staff because of decreasing income from the Federal government. So what you are seeing is the old style of the Feds writing the books and sending money to the states and the states disburse it down, well the money is drying up. So we are in a new place. I think what you are going to see are a lot of good organizations will not have the money to do good things going forward.

Mark: I hear talk about unemployment ending and what does that mean to us?

Daryl: We need to talk to OAT and see what the stats are.

Jennifer: It looks like 7000 Bluegrass wide. With the people on unemployment extensions, we have seen a decrease in the number of people interested in going into training, because they are staying home and drawing their unemployment. We have done a lot more services like workshops but we anticipate seeing a lot more people coming to us once the unemployment stops, which is not an ideal time for them to come.

David: What is the typical time frame for unemployment?

Jennifer: Prior to any extensions, it is 26 weeks. Employers say they are not interested in people who have big gaps in their resume. So we have been trying to take that message to the employers with our Rapid Response to let the employees know what employers are looking at and to encourage them not to wait the 26 or 99 weeks until their unemployment runs out. What they should have done is try to improve their skills while they were on unemployment.

Strategic Plan:

- They want work ready individuals.
- Creating some mechanism where we run someone through an academy that has employer driven things. The individual does these five things and then we can market that person in marketplace because they have the requisite skills to do the work.
- This shows us why our work is so important and why there is a connection between the Unemployment office and us. We need them coming to us early so they will be workforce ready. That is a huge economic challenge.
- Jennifer, Focus 4 should have been a Directional D on there on the Work Ready Applicants. One of the things that came out of our forum that got included in our local plan was this need to create a work ready applicant. We are currently creating work ready communities, but we need someone that the businesses have certified that is ready for work. We included this in our local plan and our goal is to work with employers to be able to identify what they would like to see from an individual to be able to consider them a work ready applicant. This could be anything from completing a resume class, drug screening, an assessment or whatever the employers are requesting. Out of our four community forums that we had, it came up in three and it also came up online.

*Motion: To create work ready applicants.*

*Made by: Monica Kidwell*

*Second by: Mark Manuel*

*Motion Passed*

**Dashboard Discussion**

David discussed unemployment rates in Estill County and stated they are less than the state of KY and Powell County is less than 10%. They have traditionally been the most depressed communities. These are more farming type communities and it is considerably lower than it was last year. Barry stated there was an uptick in 2013 because there were claims filed from the federal layoff. November then saw a decrease. Daryl stated that when people work outside of their community they do not get the tax base. David noted that when he went to the SOAR conference in Eastern Kentucky, there was a steady flow of traffic heading out of Powell County to work.

**Adjournment**

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

*Motion: To adjourn meeting.*

*Made by: Monica Kidwell*

*Second: Lynette Walker*

*Motion passed*