



**Bluegrass Workforce Innovation Board Full Board Meeting**  
**January 17, 2017**  
**BCTC Georgetown Campus**  
**Georgetown, KY**

Board Members Present	Staff Present
Akin, Robert	Duke, Mable
Boggs, David	Gibson, Ashley
Dougherty, Jon	Glasscock, Amy
Farmer, Lisa	Linville, Ethan
Henson, Ryan	May, Staci
Hollan, Dolly	Guests Present
Julian, Dr. Augusta	Conner, Jack
Menke, Kim	Dickinson, Elodie
Oney, Regina	Hunter, Michael
Phillips, John	
Pratt-Savage, Tracy	
Troske, Dr. Ken	

**I. Call to Order**

**a. Establish Quorum**

Chair Menke established that there was a quorum present.

**b. Introduction of Board Members and Guests**

Chair Menke allowed all members and guests present to introduce themselves.

**c. Minutes from December 14, 2016 Executive Committee Meeting**

Chair Menke and the rest of the full board reviewed the minutes from the previous executive committee meeting. A motion was then made to approve the minutes.

Motion: To approve the December 14, 2016 executive committee meeting minutes.

Motion by: John Phillips      Second by: Dr. Augusta Julian      Motion passed

**II. Finance**

**a. Financial Report**

David Boggs, Finance Committee Chair, gave a quick overview of the previous executive committee meeting. The executive

committee approved the budget modification that was presented. Mrs. Duke then reviewed the financial report:

- OJT contracts have been paid out as of November 2016.
- Work experience (OJT) will be under spent.
- Youth Contractors have been enrolling clients.
  - Very close to the 75%-25% ratio
- Operating costs continue to be the main driver of expenses.
- Outstanding legal bills need approval.

After the financial report, Mr. Boggs moved to approve the payment of legal fees for Stoll, Keenon, Ogden.

Motion: To approve the payment of legal fees for Stoll, Keenon, Ogden.

Motion by: David Boggs

Second by: John Phillips

Motion passed

### **III. Old Business**

#### **a. Youth RFP**

The full board reviewed the legal notice that was placed in the Herald Leader and the BGWIB website. They suggested looking at other ways to share the youth RFP, in order to draw interest of other programs. Currently, the BGWIB has 5 youth contracts in place.

Mable Duke, Director of Workforce Services, briefly mentioned the current job openings in the workforce department at the Bluegrass ADD: Youth Services Manager, Business Services Specialist, and WIOA Financial Officer. A workforce operational chart was given to all board members.

#### **b. State Monitoring Review Final Responses**

Mrs. Duke and the rest of the Bluegrass ADD workforce staff responded to the remaining 15 findings of the state monitoring report. This was submitted in December of 2016. Mrs. Duke expects the monitoring review to be resolved, but has not had a response from the state yet.

#### **c. Transitional Plan Input**

Mrs. Duke and the Bluegrass ADD workforce staff are currently working on the transitional plan to submit to the state. She is hoping to have it ready for review in the next two to three weeks. However, before submitting to the state, Mrs. Duke needs board input in regard to board vision, goals, and objectives.

### **IV. New Business**

#### **a. OET Reorganization**

Chair Menke and Mrs. Duke discussed the current OET Reorganization. In order for OET to “live within their means,” they will be reducing their regions from 10 to 5 and their offices from 33 to 12. Ninety-five OET employees will be moved from their current positions in the career centers into positions within the Cabinet or other areas. The reorganization will be completed by February 15, 2017. Furthermore, this will cause some Bluegrass ADD WIOA staff to have to relocate their offices.

Lexington Career Center will be the only center in the Bluegrass Region (17 counties) that will not be affected. The other five career centers will not have an OET presence, unless the board considers it necessary. Mrs. Duke provided a map showing the locations of all the career centers and a map of what the state will look like after the OET reorganization.

A committee will be set up in order to continue this discussion and to decide the next steps for the Bluegrass ADD WIOA staff, concerning their location. Jon Dougherty, Tracy Pratt-Savage, Dr. Augusta Julian, and Lisa Farmer volunteered to be on this committee.

**b. Maximum Cost per Participant**

Mrs. Duke discussed the maximum cost per participant limitations and stated her belief that \$7,000 is too low of an amount. The WIOA law does not require a maximum cost per participant or a specific amount of time to train a participant. Mrs. Duke has spoken with nine other local workforce areas and six of those areas are higher than \$7,000. Before raising the maximum cost per participant, Chair Menke suggested that he talk to the Cabinet in order to get confirmation on this issue.

After further discussion, Jon Dougherty made the motion to allow Chair Menke to look into increasing the maximum cost per participant to \$9,200 and to also eliminate/increase the time limit.

*Motion: To allow Chair Menke to look into increasing the maximum cost per participant to \$9,200 and to also eliminate/increase the time limit.*

*Motion by: Jon Dougherty*

*Second by: Tracy Pratt-Savage*

*Motion passed*

**c. Success Stories**

Staci May, Communications and Marketing Specialist, presented the success stories of Brenda Jones and Amteck.

**d. Survey for 2017 Meeting Schedule, Committee Service, & Election of Officers**

Chair Menke directed all board members to the survey in the packet. This will help to determine the best time/place for Bluegrass WIB meetings. At the next full board meeting, the board will elect officers, establish committees, and set the 2017 meeting schedule. An electronic survey will be sent out to all members in order to set the next full board meeting date.

**V. Adjourn**

There was no motion to adjourn.

DRAFT