

KENTUCKY WORKFORCE INVESTMENT BOARD

September 20, 2005, Meeting Record

5:00 p.m. – 7:00 p.m.

Holiday Inn

Frankfort, Kentucky

I. Call to Order

Mr. George Burkley, Chair, Kentucky Workforce Investment Board (KWIB), began introductory comments at 5:10 p.m. Since it appeared that a quorum would not be met, Mr. Burkley stated that the September 20 meeting would serve as an informational session.

Mr. Burkley asked board members and audience to introduce themselves, including a statement regarding the entity they represented.

Swearing in of New Members:

Judge Reed Rhorer, Circuit Family Court Judge, administered the Commonwealth of Kentucky oath of office to four new members: Mr. Don Doty, Ms. Kimberly Maffet, Mr. Bill Parson, and Ms. Nancy Spivey.

Roll Call:

The following members were present: Ms. Sharon Bird, Mr. George Burkley, Representative Larry Clark, Mr. Don Doty, Deputy Commissioner Andrew Frauenhoffer, Ms. Kimberly Maffet, Senator Vernie McGaha, Mr. Todd Mills, Mr. Bill Parson, (Retired) General James Shane, and Ms. Nancy Spivey.

The following members were absent: Mayor Jerry Abramson, Senator Charlie Borders, Mr. John Cary, Governor Martha Layne Collins, Secretary of State Trey Grayson, Judge/Executive Bill May, Dr. Michael McCall, Mr. Ken Oilschlager, Mr. Ted Richardson, Mr. Russell Starkey, and Ms. Sue Tamme.

Establishment of Quorum:

The quorum was not met with only 11 of 22 appointed members present.

Associate Secretary of State Allen Eskridge attended as Secretary of State Trey Grayson's representative. The audience was made up of Local Workforce Investment Area directors, representatives from partner state agencies, and other interested individuals.

Comments:

Mr. Burkley stated that while a full board meeting had not been held since late April, considerable activity had occurred including meetings with staff, Executive Committee meetings, attendance at several Local Workforce Investment Area meetings, attendance

at a national state chairs meeting in Oregon, and individual meetings and conversations with board members regarding the KWIB and its role. He stated the importance of finding a way to conduct business, reviewed the planned agenda, and acknowledged the national recognition of the Kentucky Secretary of State's official website.

Ms. Hack reported that the KWIB website (<http://www.kwib.ky.gov>) had been revised.

II. Action Items

Action on the April 25, 2005, KWIB minutes was not taken because of the lack of a quorum.

III. Committee Reports

Executive Committee Report

Statement of Executive Authority and Rules of Procedure (Bylaws):

The revisions to the bylaws as proposed by the Executive Committee were presented by Mr. Burkley and Ms. Hack as an information item. The official first reading of the revised bylaws leading to a decision regarding their approval will be made at the next quarterly meeting. The three significant changes are allowing a proxy, revising the committee structure, and the increased Perkins Act oversight responsibilities given to the KWIB.

Perkins Act Responsibilities Plan:

Emil Jezik, Executive Director of the Office of Career and Technical Education, presented the information given in the agenda book regarding the Perkins Act funding, requirements, and programs. All Perkins activities are administered through the Office of Career and Technical Education. Data is collected through OCTE's Technical Education Database System (TEDS). Federal requirements mandate that a state-level board have responsibility for Perkins Act programs; therefore, the KWIB has been given responsibility for Perkins oversight and plan approval. Mr. Jezik stated that the role of the KWIB is to monitor and approve the state plan, and to serve as an advisory committee.

Following Mr. Jezik's presentation, several KWIB members raised questions about Perkins Act funding mechanisms, procedures, and the factors that led to the loss of performance incentive funding for the 2003-2004 year. Mr. Jezik responded that the loss of performance related incentive funds was primarily the result of data collection issues that have since been resolved. In addition to OCTE's use of Perkins funds, adult education and postsecondary education (primarily the Kentucky Community and Technical College System (KCTCS)) also use Perkins Act funds and have responsibility for meeting performance standards. Mr. Burkley requested that Mr. Jezik apprise the KWIB of issues in sufficient time for the KWIB to take action should performance and data collection issues threaten receipt of incentive funds in the future.

Mr. Jeff Mosley, General Counsel of the Education Cabinet, presented background information regarding the rationale and process for giving

responsibility for Perkins Act programs to the KWIB. Detailed information is provided in the agenda packet. In response to questions, Mr. Mosley noted that no additional action is required by the KWIB at this time due to the lack of a quorum because of action taken by the Executive Committee at its June 22, 2005, meeting. However, the actions of the Executive Committee regarding the Perkins program need to be ratified by the full board.

Mr. Burkley noted that the KWIB's responsibility for Perkins Act programs and the rationale and process for assigning this responsibility to the KWIB, which had been previously examined in detail and approved by the Executive Committee, will be ratified when a quorum is present.

Labor Market Information Report:

Mr. Carlos Cracraft, Director of the Office of Employment and Training's Research and Statistics Branch, gave a brief summary report regarding Labor Market Information, also known as workforce information. Comprehensive information was included in the agenda packet. Mr. Cracraft noted that because the plan was due 45 days after receipt of plan requirements, Kentucky's "Workforce Information Core Products and Services" plan had been submitted to and approved by the KWIB's Executive Committee. A response has since been received from the U.S. Department of Labor that Kentucky's 2005-2006 grant request for \$571,783 was approved. He noted that a report is due to the USDOL 90 days after the end of each fiscal year. Mr. Cracraft also pointed out the number of organizational customers served, the accuracy of the data compiled, and the availability of customized reports when requested. New KWIB member Nancy Spivey noted her appreciation of the data available and the services offered by the Research and Statistics Branch.

Committee Memberships Assignments

Mr. Burkley reported that he has contacted the individuals listed as chairs of the new KWIB committees. He had made an effort to match skills and interests with committee assignments but encouraged board members to let him know if they would prefer assignment to a different committee. Mr. Burkley summarized the role of each committee as noted in the agenda packet.

IV. Administrative Reports

Dr. Penny Armstrong provided a summary report of the Office of Employment and Training's new structure. She reported that since the Education Cabinet's reorganization had not been approved in the previous legislative session, a revised reorganization was required. Subsequently, the Office of Employment and Training provided an opportunity for the necessary revisions. The biggest change was the merger of the former Division of Employment Services and the Division of Training and ReEmployment into the Division of Workforce and Employment Services. The new Division has one component of 28 local offices and another component of other USDOL programs.

Within the OET, the Program Management & Evaluation Section was added to the Research and Statistics Branch. This Branch will provide information about and for Kentucky's workforce beyond federal requirements.

To a question about how the new research section will work with other existing research entities, Dr. Armstrong responded that the OET would be happy to accept recommendations, that there is a need to see what all is available now, and that the section must work within the requirements regarding data elements that can be shared. While this section does not have trained economists, it can tap this expertise from other sections.

Susan Craft gave a brief update on Workforce Investment Act reauthorization, noting that the 369 page Senate Report 109-134 is under review. Anticipated provisions include increased state flexibility regarding fund use, preservation of existing LWIAs, and protection of special populations. Ms. Craft noted that there may be some concerns resulting from the possible consolidation of funds.

Ms. Craft also noted participation in Katrina victim relief efforts, particularly in Louisville and western Kentucky, with smaller numbers of evacuees in other areas of the state. A National Emergency Grant request has been submitted to help cover Katrina costs.

General James Shane reported his involvement in the BRAC initiatives. A report regarding these initiatives is to be presented at future KWIB meetings.

The performance report was rescheduled for a later meeting.

Ms. Sheila Clark, Director of the Western Kentucky Workforce Investment Area, spoke on behalf of the Local Workforce Investment Area directors, summarizing multiple areas of concern.

KWIB members noted their interest in and appreciation for LWIA directors' report and requested that the LWIA directors provide written reports, propose solutions to the issues and concerns that had been noted for which the KWIB could then provide support, and that arrangements be made for the directors to come before either the full KWIB or committees at future meetings.

The meeting was adjourned at 7:30 p.m.