

# KWIB Meeting Minutes

**November 21, 2013**

Energy and Environment Cabinet  
Department of Environmental Protection  
Frankfort, Kentucky

## **Members Present**

Commissioner Beth Brinly, Rick Christman, Representative Larry Clark, James Cole, Roxann Fry, Crystal Gibson, Judge Executive Joe Grieshop, Hugh Haydon, Secretary Larry Hayes (Holland Spade), Sandra Higgins-Stinson, Dr. Terry Holliday (Dr. Dale Winkler), Robert King (Reecie Stagnolia), Robert Krase, Srini Matam, Dr. Michael McCall, Dr. Lara Needham, James Neihof, Kelly Nuckols, Scott Pierce, Secretary Larry Roberts, Kevin Shurn, Daryl Smith, Mayor George Steele, Secretary Bob Stewart (Deputy Secretary Lindy Casebier), Colonel David Thompson (Retired)(Stacey Shane), Tom Volta (Scott Gregory), Richard Wilson, Secretary Tom Zawacki

## **Staff Present**

Tom West, Steve Rosenberg, Wanda Samuels

## **CALL TO ORDER**

Hugh Haydon, Vice-Chair, called the meeting to order at 1:34pm

## **NEW MEMBER SWEARING-IN**

Vice-Chair Haydon asked Roxann Fry and Srini Matam to come forward to be sworn in as new members. Judge Thomas Wingate officiated the swearing in ceremony.

## **ACTIONS**

*A motion was made by Daryl Smith and seconded by Secretary Larry Roberts to approve the August 15, 2013 meeting minutes. Motion carried.*

## **Work Ready Communities**

Crystal Gibson, Chair, Work Ready Review Panel reported that the panel met on October 9<sup>th</sup>, 2013 to review six Work Ready Communities applications. The panel is recommending the certification of one county as Work Ready, four as Work Ready in Progress and one county is recommended to move from Work Ready in Progress to Work Ready.

*A recommendation in the of form a motion was presented by Ms. Gibson and seconded by James Neihof to certify Shelby County as Work Ready Community, and Bullitt, McLean, Nelson and Webster Counties as Kentucky Work Ready Communities in Progress. The Board also changes the status from Work Ready in Progress and certifies Madison County as a Work Ready Community. Motion carried.*

After the motion passed, those representing Bullitt, Madison, McLean, Nelson, Shelby and Webster Counties were welcomed forward to receive their certificate, certification packet and signage.

## **Work Ready Communities “Tool Kit” Awards**

Vice-Chair Hugh Haydon congratulated Crystal Gibson and the Work Ready Communities Steering Committee having received two awards for the Work Ready Communities Communication Tool Kit. Vice-Chair Haydon also acknowledged Stephanie Apple of Hartland Communications who designed the tool kit. The awards received were from the Southern Economic Development Council and the Louisville Landmarks of Excellence.

## **High Impact Workforce Investment Board Certification**

Daryl Smith reported the High Impact Workforce Investment Board Review Panel met July 16<sup>th</sup>-17<sup>th</sup> to review Lincoln Trail Workforce Investment Board High Impact Application and then again July 24<sup>th</sup>-25<sup>th</sup> to review Kentuckiana Works Workforce Investment Board High Impact Application. The panel is recommending that the Lincoln Trail Workforce Investment Board and the Kentuckiana Works Workforce Investment Board be certified as a High Impact Workforce Investment Boards by the Kentucky Workforce Investment Board.

*A recommendation in the form of a motion was presented by Daryl Smith and seconded by Kelly Nuckols to certify the Lincoln Trail Workforce Investment Board as a High Impact Workforce Investment Board. Motion carried.*

*A recommendation in the form of a motion was presented by Daryl Smith and seconded by Kelly Nuckols to certify the Kentuckiana Works Workforce Investment Board as a High Impact Workforce Investment Board. Motion carried.*

After the motion passed, those representing the Lincoln Trail and Kentuckiana Works Workforce Investment Boards were welcomed forward to receive their certificate.

### **STRATEGIC PLAN ACTION ITEMS:**

#### **Ratification of Executive Committee Action “Memorandum of Understanding with Gateway Community and Technical College”**

*A motion to approve action by the Executive Committee to approve the Memorandum of Understanding with Gateway Community and Technical College for their Health Professional Opportunity Grant, signed by Chair Holmes was made by Daryl Smith and seconded by James Cole. Motion carried.*

### **STRATEGIC PLAN ACTION ITEMS:**

#### **Unified Business Services Strategy**

Secretary Thomas Zawacki introduced James Cole, Project Champion and Gretchen Sullivan, Senior Consultant with Maher and Maher to present Kentucky Unified Business Services Recommendations.

*A motion by James Cole and seconded by Sandra Higgins-Stinson to approve the Kentucky Business Services Recommendations. Motion carried.*

#### **Unified Business Services Branding**

Secretary Thomas Zawacki introduced Mandy Lambert, Deputy Commissioner, Department for Business Development and Josh Benton, Executive Director, Workforce Development, both of the Kentucky Cabinet for Economic Development to present the Unified Business Services Branding recommendations.

*A motion by Sandra Higgins-Stinson and seconded by Commissioner Beth Brinly to approve the Unified Business Services Branding recommendations. Motion carried.*

#### **Key Performance Indicator Goals “Kentucky Workforce Scorecard”**

Hugh Haydon, Key Performance Indicators, Chair presented the Kentucky Workforce Scorecard Goals.

*A motion by Representative Larry Clark and seconded by Daryl Smith to approve the Kentucky Workforce Scorecard Goals. Motion carried.*

### **Customer Service Survey Proposal**

Commissioner Beth Brinly presented Customer Service Satisfaction Survey Recommendations.

*A motion by Commissioner Beth Brinly and seconded by Representative Larry Clark to accept the Customer Service Survey Recommendations. Motion carried.*

### **Work Ready Communities Proposed Modifications**

Project Champion Crystal Gibson reported that the Work Ready Steering Committee met on October 31<sup>st</sup>, 2013 to consider three proposed modifications to the Work Ready initiative. The steering committee is recommending all three for adoption.

*A single motion to accept all three modifications was made by Crystal Gibson, seconded by Judge Executive Joe Grieshop. Motion carried.*

### **PRESENTATIONS:**

#### **Northern Kentucky Industry Partnership**

Rick Jordan, Chairman, Northern Kentucky Industry Partnership presented a progress report and best practices of the Northern Kentucky Industry Partnership organization.

### **OTHER BUSINESS**

#### **NGA State Workforce Board Chairs Association**

Tom West reported that Chair Ed Holmes attended the National Governors Association State Workforce Board Chairs meeting in Denver, CO. Louisville was selected as the site for the summer 2014 State Workforce Chairs and Liaisons Summer 2014 meeting. Kentucky/Indiana will serve as co-host the event.

#### **KWIB Logo**

Tom West revealed the new KWIB logo; the change brings the logo in line with the Kentucky Career Center Brand family.

#### **SOAR Summit**

Secretary Thomas Zawacki spoke about the SOAR (Shaping Our Appalachian Region) Summit to be held in Pikeville on December 9<sup>th</sup>, 2013.

#### **Tom West Resignation**

Tom West announce his resignation as KWIB Executive Director as of December 30, 2013

### **ADJOURN**

With no further business, meeting adjourned at 3:00pm