

Executive Committee Meeting/Call

3/13/2020

1:00pm – BCTC – Georgetown Campus

Attendees: Kim Menke, Pat Murphy, John Lyons, Melissa Aguilar, Heather Seward, Kevin Smith (P), Heidi Marguils (P), Scott Pierce (P), Amy Luttrell (P), Karla Tipton (P)

*(P) Phone attendance

Melissa provided an update from the Governor's office regarding all meetings now being virtual.

Discussion regarding the KWIB Meeting:

- Capacity for Board Members via Zoom? Viewing participants is required
 - Poll who has the technology
 - Livestream to make it a public meeting
- Do we move forward with the meeting? What are currently needed approvals?
 - Minutes from August
 - Perkins Approvals
 - CTE Certificate approval
 - KCC Certification Guidance/Application approval
 - State Plan Approval
 - Work Ready Community Certification Approvals
 - Rules of Procedures Amendment
 - Emergency procedure clause for virtual public meetings
 - Executive Committee acting for the Board
- Additional possible discussion points:
 - Preliminary Resource Map Updates
 - Review of Dashboard

Pat Murphy made executive decision to move forward with the KWIB Meeting due to need for multiple approvals. Melissa will be the initiator of the Zoom Meeting.

Review of the Agenda Items:

1. Perkins: full utilization, no cutting PD for post-secondary next year, but next year will need to show request with return on investment (ROI). Guidance is being included that Higher Ed may be denied without justification. Funds will be allocated in other places if not awarded to Higher Ed; funding will not be lost. This has been the second request and still no metrics were provided. Sub-Committee recommendation is to support one more year. Karla could suggest where the dollars can be spent effectively, or if new requests can be taken. Approximately a \$25k total request. The Sub-Committee also recommended that guidance stating without a strong explanation the funds will not be approved again.

Karla joined the call. Pat reviewed the Sub-Committee recommendation with her for background. The Executive Committee questioned if they did not want to approve the CPE PD requests, what would happen to the funding. She said it could be put out for RFP or wait and add it to next year's dollars, but that it could not be added to other budgets without them redoing their budgets for it (like OSHA for example). Scott said he preferred it not roll over into

the next year. Karla said those that provided the ROI could be approved for the dollars and that the consequences of not funding would be that the requestors would be upset and that they would be unable to get the funding elsewhere. Kim noted that the approval is only for a small group but want the message to go to the larger group regarding the importance of the requested explanation. Karla suggested having a conference call with them as a group, Melissa suggested by entity, after the 19th to reiterate the importance of the ROI piece and to explain that it was almost not approved.

The Executive Committee recommended to accept the Sub-Committee recommendation, but include language in the meeting to the three requestors regarding their dissatisfaction with not meeting the requested requirements. This was unanimously approved.

2. CTE Certificates: Valid industry credential listing. This is the same with the two new certifications being in Manufacturing. This is only evaluated every two years. All Education consultants suggested these be added. Kim suggested adding the KYSTATS/KDE report for certifications metrics to go with it. The Executive Committee approved going forward with this document.
3. KCC Certification Guidance and Applications: Kim gave an update on the Sub-Committee, which included updated related to the Dept. of Labor (DOL) request to provide additional guidance for Comprehensive, Affiliate and Access locations. There was representation from four Local WIBs. The guidance includes updated applications for each center. The KWIB is responsible for criteria, the local Boards are responsible for certifications of the centers. KWIB gives the certificate of recognition. The Sub-Committee is trying to get a list of business people from the State Board to help with representation if needed in local areas. He also reviewed the new piece of the application, including updates in innovation.

Compliance with all ADA requirements was also discussed and Kim relayed that there was a very in-depth discussion in the Sub-Committee regard Access Points and ADA compliance, but also mentioned that the language says they “should” be, but all others are required. He also explained the difference in an Access Point to the Executive Committee, and that the Sub-Committee was working with the state ADA Coordinator.

The Executive Committee approved the Sub-Committee recommendation for the KCC Certification Guidance and Applications unanimously.

4. Resource Map Updates: Heather reviewed the updates on the Resource Map, starting with the update from CPE. After a call with Morehead State and reviewing line by line, the agreement was that there were many line items that would not be applicable to workforce development dollars (research specifically). Lee Nimocks then contacted KWIB to say overall state dollar amounts would probably be better for them to work with and that CPE would provide. Kim suggested that we should be able to map those dollars back to the university for checks and balances.
5. State Plan: Melissa reviewed that the State Plan can be found on the KWIB website in its entirety, but that the summary presentation also hit all the high-level points for review.
6. Rules of Procedures: Melissa noted this currently does not allow the Executive Committee to act on behalf of the Board, and does not include a procedure for virtual meetings, which needs to be updated. The Executive Committee prefers to update these procedures to allow both.

7. Work Ready Certifications: These will be reviewed and approved during the meeting.

In addition, the tentative Retreat date has been set for 5/28; the Collaborative will need to meet prior. There should not be large changes in the members. Currently there are two business vacancies and it is possible that there will be an addition of 1 KCTCS and 1 Voc Rehab slot. This would mean an addition of 1 Workforce and 2 Business slots, so keep in mind anyone that might possible fill those slots. Pat has a possible connection through Metro College, and he will reach out to have her fill out an application and possibly get involved in a committee. Melissa mentioned Brad Clark with QA Commons and will reach out.

Meeting was adjourned at 2:20