

**KACo - Frankfort, KY**  
**1:30 pm**



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**1:30 CALL MEETING TO ORDER**

Minutes of November 2018 KWIB Meeting.....*Hugh Haydon, Chairman*  
*Kentucky Bioprocessing, Inc. of Owensboro*

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**1:35 PRESENTATION, DISCUSSION AND ACTION**

Education and Workforce Cabinet Updates and Discussion.....*Derrick Ramsey, Secretary and Member*  
*Education and Workforce Development Cabinet*

Kentucky Health Update/Jobs for American Graduates Partnership.....*Kristi Putnam, Deputy Secretary*  
*Education and Workforce Development Cabinet*

Unemployment Insurance Legislation Opportunity.....*Ray Leathers, Commissioner*

**Updates on WorkReady STRATEGIC PLAN – An Urgent Call to Action**

- Measuring Success for the Plan – Metrics Dashboard.....*Josh Benton, Deputy Secretary*  
*Education and Workforce Development Cabinet*
- Implementation Update – the KYWORKS Collaborative.....*Melissa A. Aguilar, Executive Director*  
*Kentucky Workforce Innovation Board*
- Employer Engagement and Education Attainment and Completion.....*Kevin Smith, Co-Chair*  
*Jim Beam Brands*  
*and*  
*Pat Murphy, Co-Chair*  
*UPS*
- Workforce Participation.....*Amy Luttrell, Chair*  
*Goodwill Industries*
- Resource Alignment.....*Kim Menke, Chair*  
*Toyota*

Rules of Procedure – Modifications Suggested.....*Hugh Haydon, Chairman*  
*Kentucky Bioprocessing, Inc. of Owensboro*

WorkReady Communities Certifications.....*Kristina Slattery, Executive Director*  
*Cabinet for Economic Development*

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**3:35 OTHER BUSINESS / DISCUSSION**

Open Comment Period – State Plan Modifications

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**3:45 ADJOURNMENT**

**MEMBERS PRESENT:** Hugh Haydon, Danette Wilder, Secretary Derrick Ramsey, Rob Southard, Pat Murphy, Amy Luttrell, Terry Sexton, Kim Menke, Dr. Aaron Thompson, Adam Hinton, David Boggs, Carla Webster, Governor Matt Bevin, Heidi Margulis, and Scott Pierce

**KWIB STAFF PRESENT:** Melissa Aguilar and Christy Henry

**CALL TO ORDER**

Chair, Hugh Haydon called the meeting to order at 12:32 pm.

Minutes of August 2018 KWIB Meeting was requested to be approved. Scott Pierce made a motion to accept and Amy Luttrell seconded. All was in favor and none opposed.

**PRESENTATION, DISCUSSION AND ACTION**

**KWIB COMMITTEES**

**No Quorum Present**  
**No Action Taken**

Pat Murphy updated the board on the recent meetings for the Education & Employer Engagement Committee. He explained there had been a significant amount of work on the Perkins Leadership application process. A subcommittee will be reviewing the applications. Additionally the same subcommittee will be reviewing the CTE certifications. A survey is currently out to employers throughout the Commonwealth as well as the local boards. Data was pulled from KYStats as well on demand occupations per sector. Everyone is asked to complete the survey and share it with colleagues to complete as well. Melissa has been presenting to counties via the WorkReady Communities initiative. She has had great luck in working to motivate communities to think differently about the system and engaging employers. All members are invited to attend those presentations.

Amy Luttrell updated the group on the work that is currently being done by the Workforce Participation Committee. She mentioned the Collaborative's work, which will be helpful in reviewing and analyzing the self-sustainability and benefit cliff related to the issues at hand. Amy discussed reducing the silo effect and help getting the word out to the populations on what is available to get assistance and how to do so. Hugh asked about the timeline. Amy stated that the timeline is not too long for reduction of the barriers. It is believed that it will be in the next few months.

Kim Menke talked about the collaboration with the Workforce Participation and the Resource Alignment Committees for reduction of barriers. Implementation of a "one-stop shop" for meeting the local needs throughout the state is present but needs to become more effective. The committee visited the Lincoln Trail Career Center and is scheduled to visit northern Kentucky next. There also is upcoming work on the career center certification from a criteria and policy standpoint. Additionally, the committee is reviewing the MOU process and the related cost structure of the career center system.

Melissa explained an audit by the Department of Labor was performed. The Resource Alignment committee will dive deeper into some of the policy work related to the audit in the coming months.

Governor Bevin Arrived to speak with the Board. He explained the he criticalness of the workforce issues for what is happening in Kentucky and for the future of the state. He also explained there is a significant amount of job growth and businesses moving into Kentucky. Additional 1000 six-figure jobs may also be a possibility in the near future, posing another opportunity for the Commonwealth. The impact will be exceptional. He explained, "My passion is fierce" when speaking about workforce development opportunities. He mentioned that Indiana, Tennessee, and Ohio is losing businesses to us. He vocalized his appreciation for all for the work that everyone is doing. He explained the EO will be signed and approved and has his full commitment; however, he and his staff wanted to ensure an adequate review had taken place to make the system effective. He challenged everyone to be good stewards for what they are responsible for in their respective capacities. He also challenged everyone in their areas to look for ways to as effective as possible in utilizing and leveraging dollars focused on workforce, education, training etc.

#### **UPDATE ON METRICS DASHBOARD**

Deputy Secretary Josh Benton presented the dashboard for local board performance. He explained the dashboard gives us an idea of how the system functions across the state. He also explained the refinement of the dashboard would allow everyone to understand the local areas and how to support local areas in delivering services effectively. The dashboard will assist the KWIB in understanding what is going on in the career centers, customer satisfaction levels and in program areas such as registered apprenticeships. This dashboard will show how many individuals and businesses are register with the KCC's, who obtains employment, and other data as related.

He also explained it is critical that we pay close attention to how long are people on unemployment benefits and how many people went through the entire unemployment benefit process before obtaining a new job. Other areas of the dashboard will show data related to percentage of people that do not have a HS diploma but have a GED, employer penetration rate, etc.

This dashboard will be available to everyone and Melissa will circulate the link to the group.

#### **KENTUCKY CHAMBER OF COMMERCE BRIEFING**

Dr. Thompson and Kate Shanks presented on the Chamber's most recent report released. A copy was given to all members and can be accessed on their website.

Senator Higdon spoke about the importance of preschool and how important it is for young people to be educated and start out with what they need. Additional conversation ensued on preparing high school students for workforce, the importance of soft skills, co-ops, and apprenticeships.

Dr. Thompson spoke on the career pathways being implemented into the school systems.

Pat Murphy mentioned the criticalness of employers being engaged and the impact this will make on the local areas and the workforce.

Commissioner Lewis stated we have tremendous work to do on culture and in working with parents and educators to help them understand that we are in this to do everything we can to prepare our kids for a "top notch" education. He stated preparedness is key.

Kim Menke commented that "it's not a once size fits all" across our state. Equitable opportunity is also key.

#### **EDUCATION AND WORKFORCE CABINET UPDATES AND DISCUSSION**

Secretary Ramsey thanked everyone regarding welcoming him to the team and made a report on his thoughts in creating a common goal for workforce development. He spoke on his Maysville Middle school trip on Dec 3, 2018. There, in speaking with the students, he stated his surprise that the kids that are aware of what is going on in our state and how the issue is effecting the workplace. He additionally spoke about the success of Adam Hinton's program related to apprenticeship.

#### **WORKREADY COMMUNITIES**

Josh Benton presented the recommendation to the board for Spencer County to become certified as WorkReady.

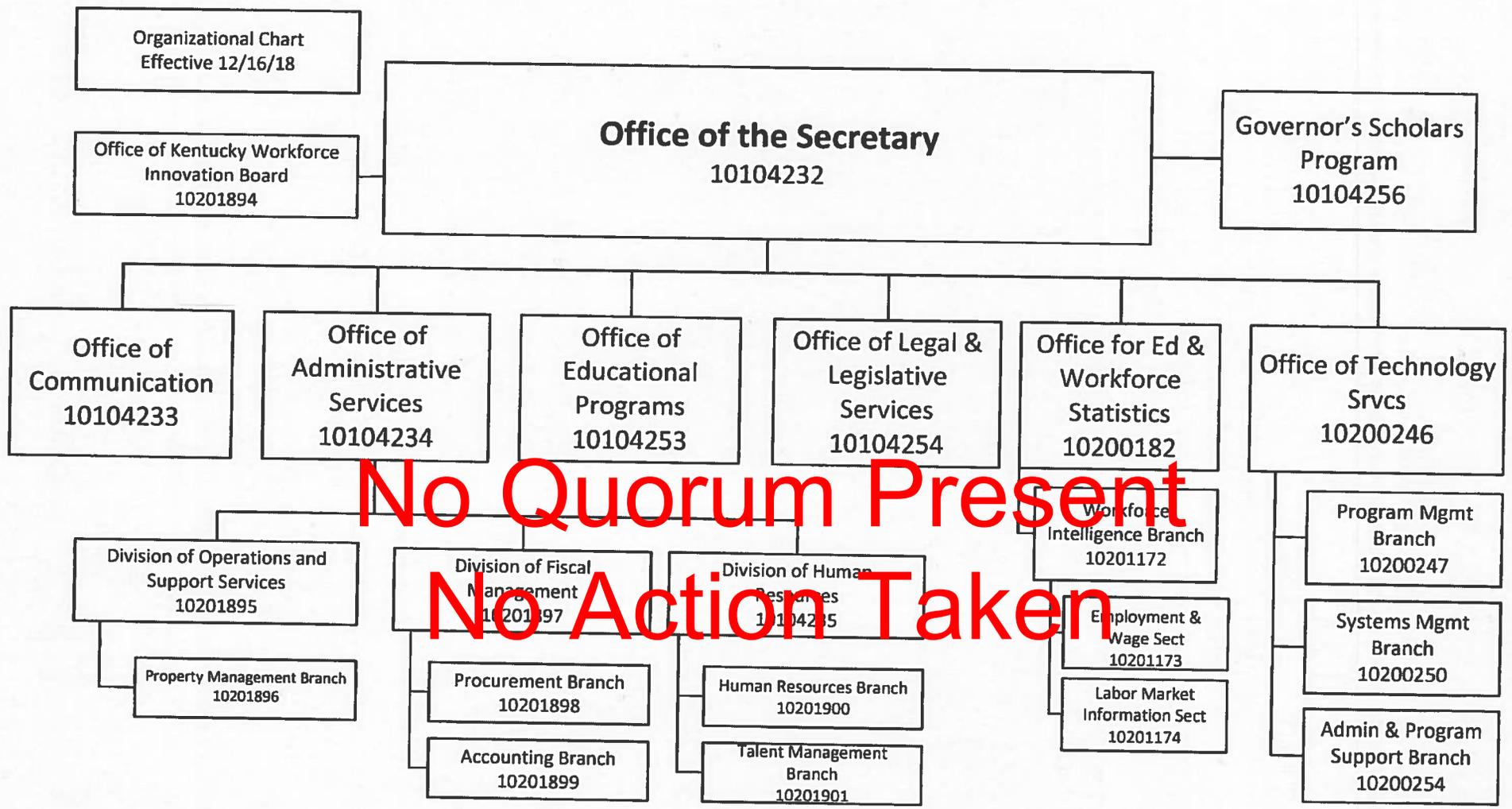
Josh recommended that Woodford County (WorkReady) Russell and Ballard counties (WorkReady in Progress) be approved.

Dr. Thompson made a motion to approve and Senator Higdon seconded. All were in favor.

#### **ADJOURNMENT**

A motion was made by Scott Pierce and seconded by Mayor Watson to adjourn at 2:55 pm.

**No Quorum Present  
No Action Taken**



No Quorum Present  
No Action Taken

ORGANIZATIONAL CHART  
EFFECTIVE 12/16/16

EDUCATION & WORKFORCE DEVELOPMENT CABINET - 51  
10104223

COMPLIANCE ASSISTANCE  
BR  
10201843

MONITORING BR  
10201844

DEPT OF WORKFORCE INVESTMENT  
(51-531) - 10104257

UNEMPLOYMENT INSURANCE  
COMMISSION  
10201842

KY APPRENTICESHIP COUNCIL  
10201375

OFFICE OF UNEMPLOYMENT  
INSURANCE  
10201845

OFFICE OF EMPLOYER AND  
APPRENTICESHIP SERVICES  
10201873

OFFICE OF CAREER DEVELOPMENT  
10201874

OFFICE OF ADULT  
EDUCATION  
10201893

OFFICE OF VOCATIONAL  
REHABILITATION  
10201835

DIVISION OF FIELD SERVICES  
10201838

PROGRAM POLICY & SUPT BR  
10201836  
SUPPORT SEC  
10201837

BENEFITS BR  
10201846  
STATE & FED CLAIMS SEC  
10201847  
EMPR CHARGEABILITY SEC  
10201848  
CALL CENTERS SEC  
10201849  
INTERSTATE SEC  
10201850  
RECORDS/IMAGING SEC  
10201851

QUALITY CONTROL BR  
10201861  
DATA VALIDATION/REPRGTG SEC  
10201862  
UI I PERFORMS SEC  
10201863

ADJUDICATION BR  
10201864  
DISPUTED CLAIMS RVST SEP SEC I  
10201865  
DISPUTED CLAIMS RVST SEP SEC II  
10201866  
ADJUDICATION NON-SEP SEC  
10201867

UI INTEGRITY BR  
10201868  
BENEFITS PAYMNT CNTRL SEC  
10201869

UI APPEALS HEARING I BR  
10201870  
UI APPEALS HEARING II BR  
10201871  
SUPPORT BR  
10201872

SYSTEMS MGMT BR  
10201875

SOUTH REGION BR  
10201876  
SOMERSET AREA SEC  
10201877  
BOWLING GREEN AREA SEC  
10201878

EAST CENTRAL REGION BR  
10201879  
COVINGTON AREA SEC  
10201880  
LEXINGTON AREA SEC  
10201881

WEST CENTRAL REGION BR  
10201882  
LOUISVILLE AREA SEC  
10201883  
ELIZABETHTOWN AREA SEC  
10201884

WEST REGION BR  
1021885  
DUNBAR AREA SEC  
10201886  
HOPKINSVILLE AREA SEC  
10201887  
OWENSBORO AREA SEC  
10201888

EAST REGION BR  
10201889  
MOREHEAD AREA SEC  
10201890  
HAZARD AREA SEC  
10201891  
PRESTONSBURG AREA SEC  
10201892

OVR WEST CENTRAL REG BR  
10201839  
CENTRAL KENTUCKY BLIND SVCS  
SEC  
10201840  
LOUISVILLE DISTRICT SEC  
10201841

OVR EAST REGION BR  
10201844  
EAST KENTUCKY BLIND SERVICES  
SEC  
10201845  
ALBANY DISTRICT SEC  
10201846  
RESPONSIBILITY DISTRICT SEC  
10201847

OVR SOUTH REGION BR  
10201849  
BOWLING GREEN DISTRICT SEC  
10201850  
SOMERSET DISTRICT SEC  
10201851

OVR WEST REGION BR  
10201852  
WEST KENTUCKY BLIND  
SERVICES SEC  
10201853  
PADUCAH DISTRICT SEC  
10201854

OVR EAST CENTRAL REGION BR  
10201855  
COVINGTON DISTRICT SEC  
10201857  
FLORENCE DISTRICT SEC  
10201858  
LEXINGTON DISTRICT SEC  
10201859

OVR SOUTH CENTRAL REGION BR  
10201860  
MADISONVILLE DISTRICT SEC  
10201861  
DANVILLE DISTRICT SEC  
10201862

ASSISTIVE TECHNOLOGY BR  
10201863  
COMM REHAB PROGRAMS BR  
10201864  
EMPLOYER SERVICES BR  
10201865

DIVISION OF BLIND SERVICES  
10201866

IND LIVING/OLDER BLIND BR  
10201867

CHARLES EDOWELL REHAB  
CTR  
10201868

CONSUMER SERVICES SEC  
10201869

VOCATIONAL PREPARATION SEC  
10201870

DIVISION OF KENTUCKY BUSINESS  
ENTERPRISE  
10201871

CARL D. PERKINS VOCATIONAL  
TRAINING CENTER  
10201872

BUILDINGS AND GROUNDS SEC  
10201873

STUDENT SRVS BR  
10201874

CUSTOMER SUPPORT SEC  
10201875

SECURITY AND DORMITORY SEC  
10201876

COUNSELING & RECREATION SEC  
10201877

ASSISTED LIVING BR  
10201878

VOCATIONAL SERVICES BR  
10201879

No Quorum Present  
No Action Taken

## UPDATE: Kentucky HEALTH Implementation Timeline as of 1/31/2019

The phased-in approach for the implementation of Kentucky HEALTH has been extended to allow additional time for beneficiaries to prepare for any changes to accessing healthcare benefits. The extension is part of the program's efforts to provide additional support for beneficiaries who will need to meet new requirements.

### Kentucky HEALTH program timeline updates:

- **On April 1, 2019 Kentucky HEALTH will begin a phased rollout and beneficiaries will either be part of the Alternative Benefit Plan or the Medicaid State Plan.**
  - Income-Eligible Adults will be on the Alternative Benefit Plan. Beneficiaries on the Alternative Benefit Plan will use their My Rewards Account to access non-medical vision and dental services starting on April 1, 2019.
    - More than 480,000 Kentucky HEALTH beneficiaries have accrued over \$70 million My Rewards dollars in their account as of January 31, 2019.
    - Kentucky HEALTH beneficiaries have been able to earn My Rewards dollars since January 2018. Since April 2018, beneficiaries have had the ability to log in to [CitizenConnect.ky.gov](http://CitizenConnect.ky.gov) to see their My Rewards Account balance and manage their account.
  - For a list of activities that qualify for My Rewards, as well as a list of non-medical dental and vision services that My Rewards dollars can apply towards, please visit the [Parts → My Rewards Account page](#) of the Kentucky HEALTH website.
  - Those in the Medicaid State Plan include: Children, Pregnant Women, Former Foster Youth Up to Age 26, Medically Frail, Survivors of Domestic Violence, beneficiaries who receive Transitional Medical Assistance (TMA), and Income-Eligible Parents/Guardians.
    - These eligibility groups will have non-medical dental and vision services covered through their Managed Care Organization (MCO).
    - In addition, these eligibility groups will have Non-Emergency Medical Transportation (NEMT) covered by Medicaid.
- **While Kentucky HEALTH benefits changes will begin on April 1, 2019, all Kentucky HEALTH beneficiaries will have their April premium payments waived.**
  - Income-Eligible Adults, Income-Eligible Parents/Guardians, and beneficiaries who receive Transitional Medical Assistance (TMA) will transition to the premium payment plan as a part of Kentucky HEALTH. However, these beneficiaries will not pay premiums for services in April.
  - Kentucky HEALTH beneficiaries who are cost-share optional (meaning they can choose to pay a premium to have access to their My Rewards Account) will also have their premium payments waived for April.
  - The month of April 2019 will still count for one of the 12 months of enrollment in Kentucky HEALTH.

No Quorum Present  
No Action Taken

- **While Kentucky HEALTH will begin on April 1, 2019, PATH Community Engagement requirements will not begin before July 1, 2019.**
  - The PATH Community Engagement requirement will begin across Kentucky in phases.
  - The timeline for the phased rollout of PATH Community Engagement is being finalized, but the requirement will begin no sooner than July 1, 2019.
  - Although the Kentucky HEALTH PATH Community Engagement requirement will begin no sooner than July 1, 2019, Kentucky HEALTH beneficiaries can still access resources like job skill trainings, educational courses, and volunteer opportunities in their communities. Beneficiaries can find opportunities in their area at [CitizenConnect.ky.gov](http://CitizenConnect.ky.gov) or through a local Kentucky Career Center (more information available at [KCC.ky.gov](http://KCC.ky.gov)).
  - More information about what PATH Community Engagement means and who has the requirement is available at [KentuckyHEALTH.ky.gov](http://KentuckyHEALTH.ky.gov).
  - Delaying the start of the PATH Community Engagement requirements gives the Commonwealth time to:
    - Increase access to job training, education and career services for all Kentuckians.
    - Create a more efficient and consistent customer experience in communities across the Commonwealth.
    - Provide consistent high-quality services to diverse communities across the Commonwealth.

**No Quorum Present**  
**No Action Taken**

The table below shows a detailed overview of updates to the different parts of Kentucky HEALTH as of January 31, 2019.

**Kentucky HEALTH Program Updates for April, 2019 Program Start:**

Program Component	Updates
<b>Benefit Plan Type</b>	<ul style="list-style-type: none"> <li>• When Kentucky HEALTH begins on April 2019, beneficiaries will move to either the Alternative Benefit Plan (ABP) or the State Benefit Plan.</li> <li>• Income-Eligible Adults (Non-Medically Frail) will move to the ABP premium plan on April 1, 2019 and will have an active My Rewards Account. All other Kentucky HEALTH beneficiaries will be on the State Benefit Plan.</li> </ul>
<b>Premium Requirements</b>	<ul style="list-style-type: none"> <li>• No Kentucky HEALTH beneficiaries will have to pay premiums for April coverage. Income-Eligible Adults and Income-Eligible Parents/Guardians will be required to pay premiums beginning in May 2019.</li> <li>• MCOs will not send invoices for premiums for the month of April.</li> </ul>
<b>Copays</b>	<ul style="list-style-type: none"> <li>• Kentucky HEALTH beneficiaries who are part of the Alternative Benefit Plan will not have to pay copays for services in April.</li> <li>• Non-Kentucky HEALTH Medicaid beneficiaries will continue to pay copays according to existing Medicaid rules.</li> </ul>
<b>Conditional Eligibility &amp; Fast Track</b>	<ul style="list-style-type: none"> <li>• Conditional Eligibility and the Fast Track option for payment will be available starting May 1, 2019.</li> </ul>
<b>Medically Frail</b>	<ul style="list-style-type: none"> <li>• MCOs begin sending Medically Frail Approval letters in February 2019 to individuals who were approved as Medically Frail through a Provider Attestation.</li> <li>• MCOs begin sending Medically Frail Approval letters in March 2019 to those who were approved as Medically Frail through claims data.</li> </ul>
<b>PATH Community Engagement</b>	<ul style="list-style-type: none"> <li>• While Kentucky HEALTH will begin on April 1, 2019, PATH Community Engagement requirements will begin no sooner than July 1, 2019.</li> </ul>
<b>Penalties</b>	<ul style="list-style-type: none"> <li>• The Voluntary Withdrawal Penalty will be active starting May 1, 2019.</li> <li>• The Report A Change Penalty will be active starting May 1, 2019.</li> </ul>

No Quorum Present  
No Action Taken

## Several comparisons that places Kentucky at a competitive disadvantage:

- Compared to our bordering states as well as the 10 southeastern states, KY pays a higher Maximum Weekly Benefit: \$502 compared to an average of \$344
- KY has the highest average Benefit Duration: 18.4 weeks compared to 13.5 weeks
- KY has the highest Maximum Weeks Eligible: 26 weeks compared to an average of 14.1 weeks
- KY pays a larger percent of average income

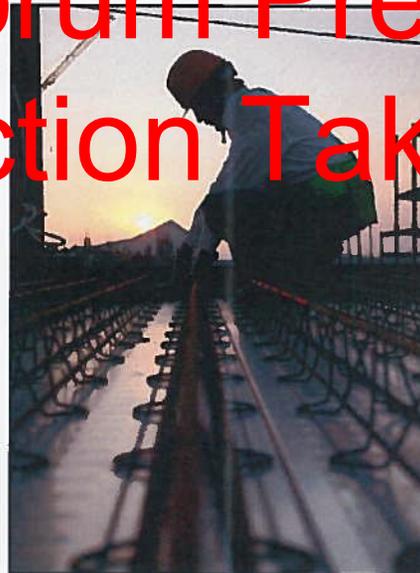


## Unemployment Insurance Modifications

**No Quorum Present  
No Action Taken**

### To assist in making Kentucky more competitive:

- Lower the Maximum Weeks Eligible from 26 to 20
- Tier down weekly benefit payments
  - 125% for 5 weeks
  - 100% for 5 weeks
  - 75% for 5 weeks
  - 50% for 5 weeks
- Reduce the Wage Replacement Rate Percentage 1.1923 to 1.0555





MATTHEW G. BEVIN  
GOVERNOR

EXECUTIVE ORDER

Secretary of State  
Frankfort  
Kentucky

2019-011  
January 3, 2019

**RELATING TO THE CREATION OF THE  
KENTUCKYWORKS COLLABORATIVE**

WHEREAS, the Commonwealth of Kentucky recognizes that the continual development of Kentucky's workforce is imperative to meeting the needs of Kentucky's current employers, prospective employers and the citizens of the Commonwealth; and

WHEREAS, the state's workforce development system must encourage Kentuckians to embrace work and reduce reliance on public assistance so that Kentucky will see positive economic growth and stable employment at competitive wage levels; and

WHEREAS, the Workforce Innovation and Opportunity Act of 2014 ("WIOA") requires Governors to establish a State Workforce Development Board to assist in the development of a state plan that enhances the capacity and performance of the workforce development system, aligns and improves the Commonwealth's workforce programs and investments, and promotes economic growth; and

WHEREAS, pursuant to Executive Order 2017-0643, the Kentucky Workforce Innovation Board ("KWIB") was created to fulfill the requirements of WIOA; and

WHEREAS, the KWIB commissioned a study to identify the challenges limiting the success of Kentucky's workforce development system and also reviewed the findings of an additional study commissioned by the Commonwealth of Kentucky known as the Work Matters Task Force Report as a predicate to the KWIB developing a strategic plan to address those challenges; and

WHEREAS, the KWIB relied upon the findings of the study and as well as the recommendations from the Work Matters Task Force Report to develop a strategic plan that would improve the effectiveness of the Commonwealth's workforce development

No Quorum Present  
No Action Taken



MATTHEW G. BEVIN  
GOVERNOR

EXECUTIVE ORDER

Secretary of State  
Frankfort  
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2019-011  
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system and, on February 15, 2018, the KWIB approved the strategic plan, formally known as *Kentucky Work Ready: An Urgent Call to Action* ("Strategic Plan"); and

**WHEREAS**, the Strategic Plan recognizes that the quality and availability of educated and skilled people is the single biggest factor driving business growth and expansion, and that Kentucky's workforce development system needs to include the currently established network of Kentucky Career Centers, primary, secondary, and postsecondary institutions, and adult education programs, and must also include a comprehensive focus on career and technical education; and

**WHEREAS**, the Strategic Plan also recognizes that alignment of all education, workforce and economic development efforts under WIOA is crucial to provide both employers and job seekers with the support that is necessary to create healthy, prosperous communities and sustainable economic growth; and

**WHEREAS**, the Strategic Plan further observes that the complexity of the workforce development system creates its own set of challenges for policymakers and for the employers and citizens who attempt to navigate the maze of agencies and programs that have been established to support them in the areas of workforce development and job seeking, respectively; and

**WHEREAS**, the Strategic Plan suggests a series of steps that require a sustained commitment from state and local policymakers and local workforce boards as well as the support of Kentucky's business community, including (1) actively engaging employers to drive Kentucky's workforce development system, (2) aligning and integrating elementary and secondary education, postsecondary education and adult education to provide lifelong learning opportunities for Kentuckians that prepare them for higher skills needed in the workplace, (3) increasing Kentucky's workforce participation rate and (4) focusing

No Quorum Present  
No Action Taken



MATTHEW G. BEVIN  
GOVERNOR

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January 3, 2019

available resources on the most effective initiatives in order to improve the return on Kentucky's workforce investment; and

**WHEREAS**, I concur with the Strategic Plan and its assessment of the challenges that must be addressed in order to enhance the effectiveness of Kentucky's workforce development system; and

**WHEREAS**, I have determined that state agencies and stakeholder partners with vested interests in the workforce development system must collaborate and work together to enable successful implementation of the Strategic Plan; and

**WHEREAS**, these state agencies and partners include (a) state and non-state agencies that provide job training, counseling, career development, technical assistance and support services to employers and job seekers; (b) federal agencies that provide job training and workforce-related support services; (c) private employers; and d) local workforce boards charged with locally coordinating resources for job seekers, students and employers; and

**WHEREAS**, it is essential to bring these resources together in order to collaborate and make longstanding commitments to the development of Kentucky's workforce development system in order to accomplish the objectives set forth in the Strategic Plan:

**NOW THEREFORE**, I, Matthew G. Bevin, Governor of the Commonwealth of Kentucky, by virtue of the authority vested in me by Sections 69 and 81 of the Constitution of the Commonwealth of Kentucky and KRS 12.028 and otherwise, do hereby Order and Direct the following:

- I. The KentuckyWorks Collaborative ("Collaborative") is hereby established and created for the purpose of ensuring the implementation of the Kentucky Workforce Innovation Board's strategic plan, *Kentucky Work Ready: An Urgent Call to Action*, and drawing the necessary workforce development system partners together in one group so that all available resources may be



MATTHEW G. BEVIN  
GOVERNOR

EXECUTIVE ORDER

Secretary of State  
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January 3, 2019

efficiently and effectively aligned and measured in order to enhance and improve Kentucky's workforce development system;

- II. The Collaborative shall consist of eighteen (18) members as follows:
- 1) The Governor, or designee;
  - 2) Secretary of the Education and Workforce Development Cabinet, or designee;
  - 3) Secretary of the Cabinet for Economic Development, or designee;
  - 4) Secretary of the Labor Cabinet, or designee;
  - 5) Secretary of the Cabinet for Health and Family Services, or designee;
  - 6) Secretary of the Kentucky Justice and Public Safety Cabinet, or designee;
  - 7) Chair of the Kentucky Workforce Innovation Board, or designee;
  - 8) President of the Council on Postsecondary Education, or designee;
  - 9) Commissioner of the Kentucky Department of Education, or designee;
  - 10) Convener for the Council on Post-Secondary Education Conference of Presidents, or designee;
  - 11) Executive Director of the Kentucky Commission on Military Affairs, or designee;
  - 12) President of the Kentucky Chamber of Commerce, or designee;
  - 13) Executive Director for Kentucky Housing Corporation representing U.S. Housing and Urban Development serving Kentucky, or designee;
  - 14) Director of a Jobs Corps Center serving Kentucky recommended by a majority of the seven Job Corp Centers located in Kentucky;
  - 15) A Chief Local Elected Official recommended by the Kentucky Association of Counties;
  - 16) A local Workforce Innovation Board Director recommended by the Local Workforce Innovation Board Directors group;
  - 17) State Director of the Kentucky National Federation of Independent Business, or designee; and
  - 18) Executive Director of the Kentucky Human Development Institute, or designee.
- III. The Governor or his or her designee shall serve as Chair of the Collaborative.
- IV. The Collaborative shall meet no less than eight (8) times between January 2019 and June 2020 to perform its initial responsibilities under this Order, and will continue to convene at least quarterly thereafter to provide partner agency support of the KWIB's efforts to measure and improve the effectiveness of the workforce development system.
- V. Meetings shall be held at regularly scheduled intervals or at the call of the Chair.

No Quorum Present  
No Action Taken



MATTHEW G. BEVIN  
GOVERNOR

EXECUTIVE ORDER

Secretary of State  
Frankfort  
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2019-011  
January 3, 2019

- VI. The Collaborative shall collectively fund and develop, or have developed by a qualified third party, a State of the Workforce Funding Report that identifies all federal and state funded workforce-related education, training and support service activities in the past five years provided by the Collaborative's respective agencies or entities, as well as any and all associated funding related to these services. The Funding Report shall specifically identify all funds and their sources. The Funding Report shall indicate, to the extent feasible, the return on investment for each of the past year's funding streams that have been identified in the Funding Report. Further, beginning on January 1, 2020, and every year thereafter, this Funding Report and all funds included in the report shall be updated and audited by a third party on a yearly basis, reviewed by the Collaborative and delivered to the KWIB for review and recommendations on improving the effectiveness of the workforce development system.
- VII. The Collaborative shall collectively fund and analyze, or have analyzed by a qualified third party, the available data and resources regarding the population of Kentucky in order to determine an earnings standard that represents the minimum level of income by which a Kentucky resident can be considered self-sufficient. This self-sufficiency standard shall be determined for households of various compositions and must reflect what is needed to adequately meet the basic needs of Kentucky citizens in representative regions of the state absent public or private assistance. This report should include the ability to also analyze the benefit cliff with regard to individuals who are receiving state assisted benefits in comparison to the determined self-sufficiency wage via the private sector. Beginning on January 1, 2020, and every two years thereafter, this standard shall be reported to the KWIB and may be updated at that time to reflect changes in the economic condition of the state.
- VIII. The partners represented on the Collaborative shall work to establish cooperative and mutually beneficial relationships to successfully accomplish the following commitments: (1) support in streamlining statewide identification and sharing of common core services by function rather than by agency applicable to each partner's program at the local level; (2) effective blending of funds by function rather than by agency identified in the Funding Report allocated to the partner's program for workforce development to the extent not inconsistent with Federal law; (3) participation in a common referral system; (4) participation in a common case management information system; and (5) achievement of established performance goals grouped by function rather than by agency, as defined by the KWIB and the Education and Workforce Development Cabinet.
- IX. The state agency members of the Collaborative shall ensure provision of services by function rather than by agency in each comprehensive Kentucky Career Center by way of creating a state level Memorandum of Agreement in which state partners define for their local staff and contractors the roles, responsibilities, contributions and metrics by function in providing the

No Quorum Present  
No Action Taken



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following workforce development services in the Kentucky Career Center system listed as: (1) assisting individuals in obtaining employment that leads to self-sufficiency; (2) providing employers with access to qualified and appropriately skilled employees who have been assessed, trained and possess appropriate credentials and certifications; (3) delivering effective programs offered through a seamless and integrated workforce development delivery that eliminates duplication of services; (4) reducing administrative costs and accommodating the needs of employers; (5) holding participant organizations accountable for costs, appropriate use of state and federal funding, performance, and metrics; and (6) reacting to the current demand for skilled workers by specific industries and identified sectors of unfilled jobs.

- No Quorum Present  
No Action Taken**
- X. The local workforce boards shall work to ensure that the following operational outcomes are achieved within the local area: (1) the development of a comprehensive, fully integrated workforce development system that appropriately balances partner roles, responsibilities and accountability; (2) assurance that every employee, job seeker and employer is aware of and has universal access to utilize the full continuum of available workforce development programs and services in Kentucky; (3) increasing the supply of appropriately skilled workers for high demand industries; (4) the elimination of unnecessary duplication of services; and (5) a reduction in administrative costs. The local workforce boards will report quarterly to the KWIB on measured success and continuous improvement of each of the above listed outcomes to ensure fulfillment of WIOA requirements.
- XI. All cabinets, departments, agencies, and officers of the Commonwealth, or any political subdivision thereof, are hereby authorized and directed to cooperate with the Collaborative in implementing the provisions of this Order according to law.
- XII. The Finance and Administration Cabinet, Office of State Budget Director and the Personnel Cabinet are directed to initiate all actions that are necessary to effectuate the provisions of this Order.

  
MATTHEW G. BEVIN, Governor  
Commonwealth of Kentucky

ALISON LUNDERGAN GRIMES  
Secretary of State



MATTHEW G. BEVIN  
GOVERNOR

EXECUTIVE ORDER

Secretary of State  
Frankfort  
Kentucky

2019-011  
January 3, 2019

REORGANIZATION PLAN

INTRODUCTION

The Education and Workforce Development Cabinet (EWDC) is seeking to establish the KentuckyWorks Collaborative ("Collaborative") to facilitate the implementation of the Kentucky Workforce Innovation Board's strategic plan, *Kentucky Work Ready: An Urgent Call to Action* ("Strategic Plan"). The Collaborative will bring together necessary partners in the workforce development system from the local, state and federal governments, educational institutions, and the business community in order to effectively identify and allocate workforce development resources in a collective and strategic manner. Currently, there are multiple stakeholders who share common interests in developing a successful workforce development system for the Commonwealth, and the need to identify and coordinate those interests and resources has become apparent through the work of the Kentucky Workforce Innovation Board. It is recognized that the state's workforce development system must encourage Kentuckians to embrace work and reduce reliance on public assistance so that Kentucky will see positive economic growth and stable employment at competitive wage levels.

Summary of the Plan

The Workforce Innovation and Opportunity Act of 2014 ("WIOA") requires Governors to establish a State Workforce Development Board to assist in the development of a state plan for the workforce development system that aligns and improves the Commonwealth's workforce programs and investments. Pursuant to Executive Order 2017-0643, the Kentucky Workforce Innovation Board ("KWIB") was created to fulfill the requirements of WIOA. The KWIB commissioned a study to identify the challenges limiting the success of Kentucky's workforce development system and thereafter developed a strategic plan formally known as *Kentucky Work Ready: An Urgent Call to Action*.

The Strategic Plan recognizes that the quality and availability of educated and skilled people is the single biggest factor driving business growth and expansion in the Commonwealth of Kentucky, and that Kentucky's workforce development system needs to include the network of Kentucky Career Centers, as well as primary, secondary and postsecondary institutions, and adult education programs, and must also include a comprehensive focus on career and technical education. The Strategic Plan suggests a series of steps that require a sustained commitment from state and local policymakers and local workforce boards as well as the support of Kentucky's business community, including: (1) actively engaging employers to drive Kentucky's workforce development system, (2) aligning and integrating elementary and secondary education, postsecondary education and adult education to provide lifelong learning opportunities for Kentuckians that prepare them for higher skills needed in the workplace, (3) increasing Kentucky's workforce participation rate and (4) focusing available resources on the most effective initiatives in order to improve the return on Kentucky's workforce investment.

The state agencies and partners with vested interests in the success of the workforce system include: (a) state and non-state agencies that provide job training, counseling, career development, technical assistance and support services to employers and job seekers; (b)

No Quorum Present  
No Action Taken



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federal agencies that provide job training and workforce-related support services; (c) private employers; and d) local workforce boards charged with locally coordinating resources for job seekers, students and employers. Accordingly, the Collaborative consists of the following eighteen (18) members: (i) the Governor, or designee; (ii) Secretary of the Education and Workforce Development Cabinet, or designee; (iii) Secretary of the Cabinet for Economic Development, or designee; (iv) Secretary of the Labor Cabinet, or designee; (v) Secretary of the Cabinet for Health and Family Services, or designee; (vi) Secretary of the Justice and Public Safety Cabinet, or designee; (vii) Chair of the Kentucky Workforce Innovation Board, or designee; (viii) President of the Council on Postsecondary Education, or designee; (ix) Commissioner of the Kentucky Department of Education, or designee; (x) Convener for the Council on Post-Secondary Education Conference of Presidents, or designee; (xi) Executive Director of the Kentucky Commission on Military Affairs, or designee; (xii) President of the Kentucky Chamber of Commerce, or designee; (xiii) Executive Director for Kentucky Housing Corporation representing U.S. Housing and Urban Development serving Kentucky, or designee; (xiv) Director of a Jobs Corps Center serving Kentucky recommended by a majority of the active Job Corps Centers located in Kentucky; (xv) a Chief Local Elected Official recommended by the Kentucky Association of Counties; (xvi) A local Workforce Innovation Board Director recommended by the Local Workforce Innovation Board Directors group; (xvii) State Director of the Kentucky National Federation of Independent Business, or designee; and (xviii) Executive Director of the Kentucky Human Development Institute, or designee.

The Collaborative shall meet no less than eight (8) times between January 2019 and June 2020 and will continue to convene at least quarterly thereafter to provide partner agency support of the KWIB's efforts. The Collaborative is tasked with funding and developing, or have developed by a qualified third party, a State of the Workforce Funding Report that identifies all federal and state funded workforce-related education, training and support service activities in the past five years provided by the Collaborative's respective agencies or entities, as well as any and all associated funding related to these services. The Funding Report shall specifically identify all funds and their sources. The Funding Report shall indicate, to the extent feasible, the return on investment for each of the past year's funding streams that have been identified in the Funding Report. Further, beginning on January 1, 2020, and every year thereafter, this Funding Report and all funds included in the report shall be updated and audited by a third party on a yearly basis, reviewed by the Collaborative and delivered to the KWIB for review and recommendations on improving the effectiveness of the workforce development system.

The Collaborative shall also collaboratively fund and analyze, or have analyzed by a qualified third party, the available data and resources regarding the population of Kentucky in order to determine an earnings standard that represents the minimum level of income by which a Kentucky resident can be considered self-sufficient. This self-sufficiency standard shall be determined for households of various compositions and must reflect what is needed to adequately meet the basic needs of Kentucky citizens in representative regions of the state absent public or private assistance. This report should include the ability to also analyze the benefit cliff with regard to individuals who are receiving state assisted benefits in comparison to the determined self-sufficiency wage via the private sector. Beginning on January 1, 2020, and every two years thereafter, this standard shall be reported to the KWIB and may be updated at that time to reflect changes in the economic condition of the state.



**MATTHEW G. BEVIN**  
GOVERNOR

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**Secretary of State**  
Frankfort  
Kentucky

**2019-011**  
**January 3, 2019**

The partners represented on the Collaborative shall also make the following commitments: (1) streamlining statewide identification and sharing of common core services by function rather than by agency applicable to each partner's program at the local level; (2) effective blending of funds by function rather than by agency identified in the Funding Report allocated to the partner's program for workforce development to the extent not inconsistent with Federal law; (3) participation in a common referral system; (4) participation in a common case management information system; and (5) performance goals grouped by function rather than by agency, as defined by the KWIB and the Education and Workforce Development Cabinet.

In addition, the state agency members of the Collaborative shall ensure provision of services by function rather than by agency in each comprehensive Kentucky Career Center by way of creating a state level Memorandum of Agreement in which state partners define for their local staff and contractors the roles, responsibilities, contributions and metrics by function in providing the following workforce development services in the Kentucky Career Center system listed as: (1) assisting individuals in obtaining employment that leads to self-sufficiency; (2) providing employers with access to qualified and appropriately skilled employees who have been assessed, trained and possess appropriate credentials and certifications; (3) delivering effective programs offered through a seamless and integrated workforce development delivery that eliminates duplication of services; (4) reducing administrative costs and accommodating the needs of employers; (5) holding participant organizations accountable for costs, appropriate use of state and federal funding, performance, and metrics; and (6) reacting to the current demand for skilled workers by specific industries and identified sectors of unfilled jobs.

The local workforce boards shall report quarterly to the KWIB on their performance within the following areas: (1) the development of a comprehensive, fully integrated workforce development system that appropriately balances partner roles, responsibilities and accountability; (2) assurance that every employee, job seeker and employer is aware of and has universal access to utilize the full continuum of available workforce development programs and services in Kentucky; (3) increasing the supply of appropriately skilled workers for high demand industries; (4) the elimination of unnecessary duplication of services; and (5) a reduction in administrative costs.

**PERSONNEL AND FISCAL IMPACTS**

Establishment of the Kentucky Works Collaborative is budget neutral and will neither increase nor decrease state expenditures. Administration support for the Collaborative will not affect state personnel.



## DRAFT Timeline and Agenda Topics

### January – February 2019

- Governor establishes KentuckyWorks Collaborative
- Melissa meets with each member to discuss the EO and year's agenda (see below)

### February 28, 2019 (9-11 am)

- Collaborative Agenda:
  - Governor's Welcome and Intro to EO Importance
    - Mandates of EO
      - Funding Analysis Report
      - Audit of Federal and State Funds
      - Self-Sustainability and Benefit Cliff Analysis
      - MOA
  - WIOA and KY's Workforce System Overview with Metrics Dashboard
  - Areas of Importance Explained: Budget, Programs, Metrics
  - Next Steps

### March 28, 2019

- Collaborative Agenda:
  - Draft MOA given to Collaborative
    - Assignment: Review MOU with Changes Needed for April Meeting
  - Resource Alignment Discussion with Draft Fiscal Overview Given (Lt. Gov Work)
    - Assignment: Review Budget Related to Workforce, Training, Education and Bring to April Meeting
  - Establish Need for Subcommittee work: Policy, Fiscal, Communications, Metrics

### April 25, 2019

- Collaborative Agenda:
  - Review Changes for MOA and Make Changes as Needed
  - Review Budgetary Information and Begin Work to Formulate a Cohesive Report
  - Formulate Next steps for Each Entity for May Meeting

### May 30, 2019

- Collaborative Agenda
  - Finalize Draft MOA
  - Establish Cohesive Structure for Funding Mandated EO Reports – RFP / Third Party Discussion
  - In Depth Review of Metrics Dashboards
    - WIOA
    - WorkReady Communities
    - Partnering Metric Dashboards

### June 27, 2019

- Finalize MOA
- Finalize RFP / Third Party Decisions for Beginning the Mandated Report Work
- Deep Dive into Subcommittee Work
- Midway Update on Dashboard Metrics
- Begin Discussion about State Strategic and Operational Plan Merger



No Quorum Present  
No Action Taken

Entity Name	Main Contact		Designee/Proxy
Governor Matt Bevin	Secretary Scott Brinkman	<a href="mailto:Scott.Brinkman@ky.gov">Scott.Brinkman@ky.gov</a>	Bryan Sunderland
Kentucky Education & Workforce Development Cabinet	Secretary Derrick K. Ramsey	<a href="mailto:DerrickK.Ramsey@ky.gov">DerrickK.Ramsey@ky.gov</a>	Josh Benton
Kentucky Cabinet of Economic Development	Secretary Terry Gill	<a href="mailto:terry.gill@ky.gov">terry.gill@ky.gov</a>	Kristina Slattery
Kentucky Labor Cabinet	Secretary David Dickerson	<a href="mailto:davida.dickerson@ky.gov">davida.dickerson@ky.gov</a>	TBD
Kentucky Cabinet for Health & Family Services	Secretary Adam Meier	<a href="mailto:adam.meier@ky.gov">adam.meier@ky.gov</a>	Beth Kuhn
Kentucky Justice & Public Safety	Secretary John Tilley	<a href="mailto:John.Tilley@ky.gov">John.Tilley@ky.gov</a>	Denver Butler (Denny)
Kentucky Workforce Innovation Board	Hugh Haydon, Chairman	<a href="mailto:haydonh@kentuckybioprocessing.com">haydonh@kentuckybioprocessing.com</a>	Melissa Aguilar
Kentucky Council on Post-Secondary Education	Dr. Aaron Thompson, President	<a href="mailto:aaron.thompson@ky.gov">aaron.thompson@ky.gov</a>	Lee Nimocks / Jay Box
Kentucky Council on Post-Secondary Education Conference of Presidents (representing the Presidents)	Dr. Mike Benson, President of EKV	<a href="mailto:president@eku.edu">president@eku.edu</a>	Possible Ethan Witt
Kentucky Department of Education	Dr. Wayne Lewis, Commissioner	<a href="mailto:wayne.lewis@education.ky.gov">wayne.lewis@education.ky.gov</a>	David Horseman
Kentucky Commission on Military Affairs	Executive Director, Col. Blaine Hedges	<a href="mailto:Blaine.Hedges@ky.gov">Blaine.Hedges@ky.gov</a>	Russ Watts
Kentucky Chamber of Commerce	Executive Director, David Adkisson	<a href="mailto:davida@kychamber.com">davida@kychamber.com</a>	Beth Davisson
Kentucky Housing Corporation	Executive Director, Edwin King	<a href="mailto:eking@kyhousing.org">eking@kyhousing.org</a>	TBD
Chief Local Elected Official (representing the LEOs through KACo)	TBD		
Local Workforce Board Areas (representing the 10)	Executive Director, Michael Gritton	<a href="mailto:michael.gritton@kentuckianaworks.org">michael.gritton@kentuckianaworks.org</a>	Jeff Whitehead
Kentucky National Federation of Independent Business	State Director, Tom Underwood	<a href="mailto:tom@therotundagroup.com">tom@therotundagroup.com</a>	No Proxy
Kentucky Human Development Institute	Executive Director, Kathy Sheppard-Jones	<a href="mailto:kathleen.sheppard-jones@uky.edu">kathleen.sheppard-jones@uky.edu</a>	Jeff White or Katie Whaley
Job Corps (representing the 7)	Lenita Jacobs Simmons, National Director		



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## Perkins Leadership Funds SubCommittee Recommendation - 2019

**Presentation Date:** January 23, 2019

**Review Team:** Terry Manual, Scott Pierce, Kevin Smith, Rob Southard, Karen McFadyen

**Individually Reviewed By:** Terry Manual and Scott Pierce

**Applications Reviewed and Recommended**

1. Kentucky School for the Blind	\$9,875
2. Kentucky School for the Deaf	\$35,000
3. DJJ-YDJ Professional Development	\$16,000
4. Kentucky Corrections	\$66,000

**\$126,875**

**Individually Reviewed By:** Kevin Smith and Rob Southard

**Applications Reviewed and Recommended**

1. KDE - New Teacher Institute	\$390,000
2. KCTCS – Professional Development	\$270,000
3. CTE – Professional Growth and Tech Upgrade	\$100,000
4. CTE – SKILLS Program – UoL	\$30,099

**\$790,099**

**Presentation Date:** ~~January 29, 2019~~

**Review Team:** Jason Luring, Meredith Rozanski, Karen McFadyen, Linda Hampton, Pat Murphy, Terry Manual, Tonya Crum, And John Oliva

**No Quorum Present  
No Action Taken**

**Individually Reviewed By:** Jason Luring and Meredith Rozanski

**Applications Reviewed and Recommended**

1. ATCs - Non Traditional Camps	\$60,000
2. OSHA 10-4 CTE	\$36,065
3. KY Skills U	\$160,000
4. CTE – Secondary Tech Asst	\$40,000

**\$296,065**

**Individually Reviewed By:** Karen McFadyen, Linda Hampton, and Pat Murphy

**Applications Reviewed and Recommended**

1. KCTCS – Curriculum	\$115,750
2. CTE – Curriculum	\$420,000
3. KCTCS – Program Dev and Assessment	\$40,000

**\$155,750**

**Individually Reviewed By:** Terry Manual, Tonya Crum and John Oliva

**Applications Reviewed and Recommended**

1. EKU - Professional Development	\$14,250
2. Murray State - Professional Development	\$9,000
3. Morehead State - Professional Development	\$4,500
4. WKU – Professional Development	\$7,500
5. UK - Professional Development	\$4,500

**\$39,750**

**Grand Total: \$1,408,539**

➤ **KY School for the Blind-**

**Presenting: Courtney Schuster - Guidance Counselor & Mr. Ellis- CTE Teacher- Bo World**

Award Program- collaborates with the Kentucky Enterprises program to assist in preparing hands on skills instead of theory. Provide as many opportunities as possible. Would like to start a school store to help with skills to teach about customer service, how to use a cash register, use the store as a training site for their students to get the experience of serving.

- Replace “teacher” with student
- Suggests trying to take some trips to ask for money. Look for other ways to expand and look for other options. Ask other states about getting other teachers.
- What is the impact of the amount that you are asking for? Teachers and students. Bo- “Hundreds will be impacted.”
- Suggestion- market your results, brag on the achievements of the school and program.

➤ **Kentucky School for the Deaf-**

**Presenting- Jay Cloud- CTE- wood manufacturing and engineering & Mandy Burnin- Culinary Arts Instructor**  
Residential facility from Sunday @ 5pm until Fridays

- Asking for Perkins funding because it allows the latest technology that is going to be purchased for the students/residents to assist in incorporating learning activities and programs, skills, etc. These kids are visual and hands on learners. This technology will assist them when they go into the “real world”.
- “KSD works hard for our kids and we are asking for whatever will meet the needs for our kids. We teach safety and sanitation skills along with life skills. Business owners are asking for our students because they find value in what we are teaching them.”
- KSD focuses on safety. We create a sense of confidence of business owners. OSHA is taught and the students have a credential card to show employers.
- Kevin- Section G- further clarification of the measures and what the student progress is.
- What will be the impact of these dollars? Mandy- “100% of the students to earn an industry certification.”
- Provide data to show the impact is of the programs. Mandy commented that she has four students that are participating in a paid COOP at Centre College, 1 other employee that is employed by Bluegrass Pizza & Pub.
- Comment on section F- Focus on employer engagement- future references- always add that KSD is doing a lot with employer engagement since you are working with Centre College and other businesses.
- Sectors/needs familiarity- Advanced Manufacturing, transportation, engineering technology- highlight this in your future applications.

➤ **Department for Juvenile Justice- DJJ- Professional Development**

**Presenting- Brandon Bardin- Principal KDE & DJJ partner**

- DJJ offers career and technical Educational opportunities to help inmates to better themselves while incarcerated.
- Currently have 18 instructors across the state.
- The money will be used for the teachers to attend a training and conference. Send teachers for update training and pay for their travel.

- Utilize the KCC's as a handoff for those students that leave the facilities. Records are sealed. No follow-up is available. Bring career advisor from KCC's to the facilities.
- Get probation & parole involved.

➤ **Department of Corrections**

**Presenting- Roy Tapp**

The use of this money will be for the offender population and sub-population and to give them some skill sets to help provide them a future.

The teachers provide mentoring. Helps provide training for the teachers/instructors they need to help with teaching.

- Section F- Nice job of trying to align with the KWIB goals. "I would encourage you to engage more with employers and highlight that more in your application. Elaborate how you are actively engaging with KY employers. Use specific industry names.
- "How do you account for your successes? Do you keep track of measures?"
- "That is hard to track. We use written and performance examinations. Sometimes those inmates are kept as instructors. Example is a welder that had 22 years of experience, he is obviously someone that can be learned from."
- "You should market your successes and note the changes that need to be made along with the "lightbulb moments" that may come about. This is important to be able to sell the achievement of success."
- "How are you connecting with KY career centers?"
- Suggestion- How is it that we get Parole and Probation or any entity that works with offenders to make the connection between the KCC's and inmates?
- Decision- Root issues are that they only reported 40 people in their program out of all inmates.

➤ **New Teacher Institute**

**Presenting- Jody Adams**

- Anyway to measure the impact on the career ready populations?
- Yes, there is data collection, TDS, etc. Pull new teachers data with TDS data and compare.

No Quorum Present  
No Action Taken

➤ **KCTCS**

**Presenting- Kris Williams & Crystal Whitaker**

- What is the impact these dollars will have? By teacher evaluations

➤ **KCTCS- Professional Development**

**Presenting- Pamela Moore**

➤ **U of L**

**Presenting- Jody Adams**

➤ **KCTCS Curriculum**

**Presenting- Kris Williams**

This money will fund the expansion of the curriculum in alignment with the KTCS Board of Regent policy, needs of business and industry, and/or accrediting regulatory agencies to include the utilization of guided pathways, accelerated credentials, experimental learning, dual credit, and transfer credit. This money will also be used for travel, lodging, etc. according to KCTCS business policies for official representative for each college with program to attend the state curriculum meetings. Twenty-three (23) different meetings with 16 people invited to each.

- In addition, this money will fund a portion of the salary and benefits for positions to support the curriculum process; support statewide pathway alignment and secondary partnerships; support technical programs to manage the grant.
- \*There was no additional information requested by the panel

➤ **KCTCS- Technical Program Development and Assessment**

**Presenting- Kris Williams**

This money will to fund the underperforming technical programs at KCTCS; the fund assessment support, curriculum support. We are asking for 40K, 23K is for DACUM support. (Reference Page 4 of the application under operating costs.)

- The committee showed some concern in regards to the amount of money being requested and the reason and nature for the use of the requested money.
- \*There was no additional information requested by the panel

➤ **OCTE- Curriculum**

**Presenter- Pam Moore**

This money will be used for the following:

- Travel reimbursement- \$105k
- Consortium Membership Fees- \$116k
- Enhanced Membership Fee 180k
- STEM Leadership Alliance- 9k
- NCCER Master Trainer and Program Certifications- 10k

- Alignment with KCTCS curriculum.
- Pat Murphy- Is the trip a part of the amount requested. Pam “Yes it is a part of the consortium fee of \$116k
- “What is the impact if this money is not awarded to OCTE?” Answer: Pam “a significant impact would arise. The consortium membership brought us to where we are now. Projects have been “married” together to assist in assuring that all projects can be completed.”
- “What is the current number of postsecondary articulation agreements?” Answer: Pam “I can send the number to you at a later date.”
- In regards to the involvement in nationally recognized consortiums to provide access to high-quality curricular resources. (Under measures)
- “Can you please explain the stipends/travel reimbursements?” Answer: Pam- Involving substitute teachers, instructional days, up to \$125 per day. When funding is being requested internally, a request has been put in for an instructional day.

**No Quorum Present**  
**No Action Taken**

➤ **Murray State University-**

**Presenter- Brian Parr**

Requesting \$9k- to send CTE educators to one National conference and one state conference to obtain necessary information to remain current.

- Comment- “It shows that Professional Development is doing great work”.
- “Employer engagement?” Employers are school systems. Principals and guidance counselors.
- “How does Agriculture teachers influence employer engagement?” Answer: Dr. Parr- Career fairs. Natural connections. There are multiple occasions when students are exposed to leadership and employers.
- \*Additional information has been requested by the panel for review

➤ **CTE OSHA 10-4**

**Presenter- Tom Thompson/David**

Requesting \$36,065 to train a minimum of 20 teachers (10 General industry and 10 construction)

- Influence the number of students graduating high school with OSHA 10 certification
- “Is there a wait list for teachers that want to be in the program? Why not ask for more money, such as 40k?” Answer: Tom- New teachers will not allowed to write in to the program.
- The focus is to have one teacher in every school trained.
- Jason requested that Tom/David send the contact for ECU and who gave that discount.
- \*No additional information was requested by the panel

➤ **Kentucky Skills U-**

**Presenter- Anna Larson**

For the career navigator coordinator to assist the director of strategic partnerships in convening, training, and coaching, career navigators to ensure effective transitions services.

- “Do you have baseline measures for outcome? Track progress? How will you track and how will you know this was the right thing to do at the end of the day?” / Answer- Anna- “Numbers can be sent but she is unsure if will tie into the career navigators”
- “This is measured in the CARE system.”
- “That needs to be listed in the application.”
- “Metrics are needed?”
- Budget- 63K is for travel / Anna- “Yes”
- “What is aptitude inventory?” / Anna- “It is the definition of what a student wants to versus the assessment of what they are able to do.”
- \*Additional information was requested by the panel for review

**No Quorum Present  
No Action Taken**

➤ **CTE- Secondary Technical Assistance**

**Presenter- Pam Moore:**

Provide technical assistance and support to:

- New career and technical education teachers through onsite visits and/or new teacher workshops
  - Schools and district leadership to increase awareness of career and technical education through onsite visits, training, and/or workshops.
  - Increase teacher retention by providing targeted and early assistance
  - Improve overall student achievement on transition readiness measures
  - Primary focus is to support staff travel
  - Primary focus is on new teachers
- “What is the current retention rate?” Answer: Pam- 94%
  - “An annual required evaluation to provide assistance- Are you going to focus on schools that need assistance with new or old teachers?” Answer: Pam- Both

- “How many staff are we talking about? How many workshops?” Answer: Pam- Should be less if we are working on teacher retention
- “Do we know why teachers are leaving?” Answer: Pam/Karla- No information on the “why” they are leaving.

➤ **Eastern Kentucky University- Professional Development- CTE**

**Presenter Ed Davis, Dr. Tom Ericson, Steve Barlow**

This money is for future educators to attend conferences for training and staying current with curriculum development.

- Question: Tonya- How do you know what they need? / Answer: Steve Barlow- “I have taught for 25 years and have been where they are now.”
- Meredith- “What is the process at the university level and how does this is this implemented into the curriculum of the school?”
- What is the total enrollment for all three (3) departments? (No answer)
- \*Additional information was requested by the panel for review

**No Quorum Present  
No Action Taken**

## Kentucky's Sectors

- Manufacturing
- Healthcare
- Transportation and Logistics
- Business and Information Technology
- Construction
- Support Sectors / Other



## 2019-2020 Programs of Study

- Agriculture Education
- Air Conditioning Technology
- Automotive
- Building and Apartment Maintenance Technology
- Business Education
- Collision Repair
- Computer Aided Drafting
- Computerized Manufacturing and Machining Technology
- Construction Carpentry Technology
- Construction Heavy Equipment
- Diesel Technology
- Electrical Technology
- Engineering
- Engineering Technology
- Family and Consumer Sciences
- Fire Safety
- Flight and Aviation
- Health Sciences
- Industrial Maintenance Technology
- Information Technology
- JROTC
- Law, Public Safety, Corrections & Security
- Marketing Education
- Masonry
- Media Arts
- Metal Fabrication Technology
- Middle School STEM
- Plumbing Technology
- Powersports Motorcycle
- Small Engine Repair
- Welding Technology
- Wood Manufacturing

**No Quorum Present  
No Action Taken**

*Certifications Associated with Assessment and Testing which MUST be Accepted by Industry and Relative to Industry Demands*

### Annual Process

✓ Supply / Demand Info is Generated by KY Stats

✓ Statewide Survey Created and Sent to Local Boards, Industry Associations and Chambers for Distribution

✓ Results given to Local Workforce Areas

*CTE Department Review*

*Education / Employer Engagement Committee Reviews and Makes Recommendation to KWIB*

*KWIB Approves*

*CTE Pushes Industry Cert*

*List to All School Districts for Following School Year*

## 2019-2020 Recommended Certifications for Career Technical Education

To meet employer demands, we survey employers on a yearly basis to ensure Kentucky's students are receiving the proper training and certifications relevant to your ENTRY - MID LEVEL hiring needs. Please complete the below survey for your industry to assist us in preparing our high school students for the world of work.

This is a required question

**How many employees do you have? \***

Must be a number

This is a required question

**Are you currently hiring high school students? \***

Mark only one oval.

Yes

No

This is a required question

**What city are you located in? If statewide, please tell us how many locations you have in Kentucky and where. \***

This is a required question

**Does your company participate in Work-Based Learning opportunities? Example: Apprenticeships, TRACK, KYFAME, internships, externships, etc. \***

Mark only one oval.

Yes

No

This is a required question

**Are you willing to release your contact info for us to follow up with you on your hiring/training needs? \***

Mark only one oval.

Yes

No

If you answered YES to the above questions, please give us the name and title of the point of contact.

This is a required question

**Point of Contact Email**

This is a required question

**Are you involved with the Talent Pipeline Management System? \***

Mark only one oval.

Yes

No

This is a required question

**Does your company recognize any of the following credentials?**

Check all that apply.

- WorkKeys Career Readiness Certificate
- State or Local Work Ethic/Soft Skills/Essential Skills Certification

**No Quorum Present  
No Action Taken**

- Other

This is a required question

**What is your Industry? \***

Mark only one oval.

- Manufacturing (also including Agriculture) Skip to question 11.
- Business and/or Information Technology Skip to question 34.
- Construction Skip to question 45.
- Family and Consumer Services (also includes Early Childhood) Skip to question 58.
- Healthcare Skip to question 76.
- Law and Public Safety Skip to question 101.
- Media Arts Skip to question 109.
- Transportation, Distribution and Logistics Skip to question 118.
- Other Skip to question 137.

**Question 11**

This is a required question

- Manufacturing (also including Agriculture)
- What type of manufacturing is your company involved with? \*
  - Mark only one oval.
  - Food, Beverage, and Tobacco Skip to question 12.
  - Textiles, Leather, and Apparel Skip to question 12.
  - Wood, Paper, and Printing Skip to question 12.
  - Petroleum, Coal, Chemicals, Plastics and Rubber Skip to question 12.
  - Primary Metal, Fabricated Metal, and Machinery Skip to question 12.
  - Computer and Electronics Skip to question 12.
  - Electrical Equipment, Appliances, and Components Skip to question 12.
  - Furniture Skip to question 12.
  - Aerospace Defense Skip to question 12.
  - Automotive Skip to question 12.
  - Building & Housing Skip to question 12.
  - Other Skip to question 137.

No Quorum Present  
No Action Taken

This is a required question

## Manufacturing (also including Agriculture)

Answer the demand level for the certification your company recognizes

American Society for Quality (ASQ) Certification \*

Mark only one oval.

Low

Medium

High

Not recognized

Medium

High

Not recognized

Certified Welding Inspector (CWI) \*

Mark only one oval.

Low

Medium

High

Not recognized

Revit \*

Mark only one oval.

Low

Medium

High

Not recognized

AWS Certification \*

Mark only one oval.

Low

Medium

High

Not recognized

Certified Solid Works \*

Mark only one oval.

Low

Medium

High

Not recognized

iCEV Certification \*

Mark only one oval.

Low

Medium

High

Not recognized

Fusion 360 \*

Mark only one oval.

Low

Medium

High

Not recognized

MSSC - Certified Production Technician (CPT)

Mark only one oval.

Low

Medium

High

Not recognized

NOCTI CAD 1 \*

Mark only one oval.

Low

Medium

High

Not recognized

Pesticide Operator Certification \*

Mark only one oval.

Low

Medium

High

Not recognized

MasterCAM \*

Mark only one oval.

Low

Medium

High

Not recognized

iCEV Animal Science \*

Mark only one oval.

Low

Medium

High

Not recognized

NIMS Machine Tool / Industrial Maintenance Certification \*

Mark only one oval.

Low

Medium

High

Not recognized

AutoCAD \*

Mark only one oval.

Low

FANUC Certified Robot Operator \*

Mark only one oval.

Low

Medium

High

Not recognized

No Quorum Present  
No Action Taken

NCCER (Industrial Maintenance/HVAC/Electrical/etc.) \*

Mark only one oval.

Low

Medium

High

Not recognized

FAA (Airframe/Pilot/etc.) \*

Mark only one oval.

Low

Medium

Not recognized

AMTEC \*

Mark only one oval.

Low

Medium

High

Not recognized

OSHA (10/30) \*

Mark only one oval.

Low

Medium

High

Not recognized

WCA Green Credential \*

Mark only one oval.

Low

Medium

High

Not recognized

SixSigma \*

Mark only one oval.

Low

Medium

High

Not Recognized

**Do you recognize other certifications? \***

Mark only one oval.

Yes Skip to question 139.

**No Quorum Present  
No Action Taken**

This is a required question

### Question 34

#### Business and/or Information Technology

Answer the demand level for the certification your company recognizes

Certiport Digital Literacy \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Coding (Games and Apps) \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Microsoft Technology Associate (HTML/Java/Python/etc) \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Microsoft Office (MOS) \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Oracle \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Help Desk Institute (CSR/Support Center/etc.) \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

CompTIA (A+/Network+/Server+/Security+/etc.) \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Testout (PC/Routing and Switching/Network/etc.) \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Adobe Certification \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

CISCO \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

This is a required question

**Do you recognize other certifications? \***

Mark only one oval.

Yes Skip to question 139.

No Quorum Present  
No Action Taken

This is a required question

## Question 45

### Construction

Answer the demand level for the certification your company recognizes

NCCER - Heavy Equipment \*

Mark only one oval.

Low

Medium

High

Not recognized

AutoCAD

Mark only one oval.

Low

Medium

High

Not recognized

NCCER - Carpentry \*

Mark only one oval.

Low

Medium

High

Not recognized

EPA Section 608

Mark only one oval.

Low

Medium

High

Not recognized

NCCER - Electrical \*

Mark only one oval.

Low

Medium

High

Not recognized

OSHA 10/30

Mark only one oval.

Low

Medium

High

Not recognized

NCCER - Masonry \*

Mark only one oval.

Low

Medium

High

Not recognized

AWS - Welding

Mark only one oval.

Low

Medium

High

Not recognized

NCCER - Plumbing \*

Mark only one oval.

Low

Medium

High

Not recognized

NGT-CM11

Mark only one oval.

Low

Medium

High

Not recognized

NCCER - Pipeline

Mark only one oval.

Low

Medium

High

Not recognized

CDL

Mark only one oval.

Low

Medium

High

Not recognized

Do you recognize other certifications? \*

Mark only one oval.

Yes Skip to question 139.

No Quorum Present  
No Action Taken

This is a required question

### Question 58

#### Family and Consumer Services

Answer the demand level for the certification your company recognizes

AAFCS Pre-PAC Early Childhood Ed \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

AAFCS Pre-PAC Family and Community Services \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

AAFCS Pre-PAC Personal and Family Finance \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Child Development Associate (CDA) \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

KY Early Care and Education Orientation \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Commonwealth Child Care Credential - Certificate of Eligibility \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Pediatric Abusive Head Trauma \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

AAFCS Pre-PAC Fashion, Textiles, Apparel \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

AAFCS Pre-PAC Culinary Arts \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

AAFCS Pre-PAC Interior Design Fundamentals \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

AAFCS Pre-PAC Food Science Fundamentals \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

AAFCS Pre-PAC Nutrition, Food and Wellness \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

AAFCS Pre-PAC Education Fundamentals \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

ProStart Certificate of Achievement \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

No Quorum Present  
No Action Taken

ServSafe Food Handler Certification \*

Mark only one oval.

Low

Medium

High

Not recognized

SERVSAFE Food Manager's Credential \*

Mark only one oval.

Low

Medium

High

Not recognized

FOOD SERVICE CERTIFICATION (E.G. FMP) \*

Mark only one oval.

Low

Medium

High

Not recognized

**Do you recognize other certifications? \***

Mark only one oval.

Yes Skip to question 139.

**No Quorum Present  
No Action Taken**

This is a required question

## Question 76

### Healthcare

Answer the demand level for the certification your company recognizes

Certified Coding Specialist \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Certified Dental Assistant \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Certified Nurse Assistant (C.N.A ; SRNA) \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Certified Pharmacy Technician \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Certified Phlebotomy Technician \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

EMT - Basic National Certification \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

FIRST AID CPR AED \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

NHA - Certified Medical Administrative Assistant \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

NOCTI Biotechnology \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

NOCTI Healthcare Core \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Patient Care Technician/Assistant \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Pharmacy Technician \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Veterinary Assisting Certification \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

EKG \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

American Heart Association Certificate \*

Mark only one oval.

- Low
- Medium
- High
- Not recognized

Basic Cardiac Life Support Certification \*

Mark only one oval.

- Low
- Medium
- High

No Quorum Present  
No Action Taken

Not recognized

CCA Certificate American Health Information Management Association (AHIMA) \*

Mark only one oval.

Low

Medium

High

Not recognized

Certified Medical Assistant (AAMA) \*

Mark only one oval.

Low

Medium

High

Not recognized

Certified Professional in Healthcare Quality \*

Mark only one oval.

Low

Medium

High

Not recognized

Certified Professional in Patient Safety (CPPS) \*

Mark only one oval.

Low

Medium

High

Not recognized

Limited Medical Radiology License (LMR) \*

Mark only one oval.

Low

Medium

High

Not recognized

PTA \*

Mark only one oval.

Low

Medium

High

Not recognized

UK Rural Health Industry Certification \*

Mark only one oval.

Low

Medium

High

Not recognized

ADVANCED CARDIAC LIFE SUPPORT (ACLS) CERTIFICATION \*

Mark only one oval.

Low

Medium

High

Not recognized

Do you recognize other certifications? \*

Mark only one oval.

Yes skip to question 13.

**No Quorum Present**  
**No Action Taken**

This is a required question

## Question 101

### Law and Public Safety

Answer the demand level for the certification your company recognizes

Emergency Medical Treatment (EMT) \*

Mark only one oval.

Low

Medium

High

Not recognized

Kentucky Certified Firefighter \*

Mark only one oval.

Low

Medium

High

Not recognized

Fire and Rescue Certification \*

Mark only one oval.

Low

Medium

High

Not recognized

NAED (Dispatch) \*

Mark only one oval.

Low

Medium

High

Not recognized

First Responder State Certification \*

Mark only one oval.

Low

Medium

High

Not recognized

FEMA Certification (IS-100b, 200b / ICS-300 \*

Mark only one oval.

Low

Medium

High

Not recognized

NOCTI - Criminal Justice \*

Mark only one oval.

Low

Medium

High

Not recognized

**No Quorum Present  
No Action Taken**

Do you recognize other certifications? \*

Mark only one oval.

Yes Skip to question 139.

This is a required question

## Question 109

### Media Arts

Answer the demand level for the certification your company recognizes

Adobe FlashAnimate \*

Mark only one oval.

Low

Medium

High

Not recognized

Adobe Premiere Pro \*

Mark only one oval.

Low

Medium

High

Not recognized

Adobe Illustrator \*

Mark only one oval.

Low

Medium

High

Not recognized

Autodesk 3ds Max \*

Mark only one oval.

Low

Medium

High

Not recognized

Adobe InDesign \*

Mark only one oval.

Low

Medium

High

Not recognized

Autodesk Maya \*

Mark only one oval.

Low

Medium

High

Not recognized

Adobe Photoshop \*

Mark only one oval.

Low

Medium

High

Not recognized

Unity Certified Developer \*

Mark only one oval.

Low

Medium

High

Not recognized

No Quorum Present  
No Action Taken

Do you recognize other certifications? \*

Mark only one oval.

Yes Skip to question 139.

This is a required question

### Question 118

#### Transportation, Distribution and Logistics

Answer the demand level for the certification your company recognizes

ASE Automatic Transmission \*

Mark only one oval.

Low

Medium

High

Not recognized

ASE Automotive Maintenance and Light Repair \*

Mark only one oval.

Low

Medium

High

Not recognized

ASE Automotive Maintenance and Light Repair \*

Mark only one oval.

Low

Medium

High

Not recognized

ASE Brakes \*

Mark only one oval.

Low

Medium

High

Not recognized

ASE Diesel Brakes \*

Mark only one oval.

Low

Medium

High

Not recognized

ASE Diesel Electrical Electric Systems \*

Mark only one oval.

Low

Medium

High

Not recognized

ASE Diesel Suspension and Steering \*

Mark only one oval.

Low

Medium

High

Not recognized

ASE Electrical / Electronic Systems \*

Mark only one oval.

Low

Medium

High

Not recognized

ASE Engine Performance \*

Mark only one oval.

Low

Medium

High

Not recognized

ASE Heating and Air Conditioning \*

Mark only one oval.

Low

Medium

High

Not recognized

ASE Manual Transmissions and Transaxles \*

Mark only one oval.

Low

Medium

High

Not recognized

ASE Suspension and Steering \*

Mark only one oval.

Low

Medium

High

Not recognized

Automotive Student Certification: Collision Repair \*

Mark only one oval.

Low

Medium

High

Not recognized

Equipment and Engine Training Council Electrical \*

Mark only one oval.

Low

Medium

High

Not recognized

No Quorum Present  
No Action Taken

Equipment and Engine Training Council Four Stroke \*

Mark only one oval.

Low

Medium

High

Not recognized

Equipment and Engine Training Council Two Stroke \*

Mark only one oval.

Low

Medium

High

Not recognized

I-CAR \*

Mark only one oval.

Low

Medium

High

Not recognized

CHRYSLER CERTIFIED

Mark only one oval.

Low

Medium

High

Not recognized

Do you recognize other certifications? \*

Mark only one oval.

Yes Skip to question 139.

**No Quorum Present  
No Action Taken**

This is a required question

**Question 137**

**Other Industry**

**What industry are you associated with?**

This is a required question

**Are there specific certifications required in your industry? If so, please describe.**

This is a required question

**Question 139**

**Other Certifications**

What other certifications does your industry recognize?

**No Quorum Present  
No Action Taken**

## CTE Certifications Survey

*Open: December 15 - January 15*

Business / IT	30	7%
Construction Trades	87	20%
Family and Consumer Science (including Early Education)	10	2%
Healthcare	34	8%
Law and Public Safety	5	1%
Manufacturing	117	26%
Media Arts	2	0%
Transportation / Logistics	21	5%
Other	138	31%
<b>Total</b>	<b>444</b>	<b>100%</b>

Specifics		
Work Ethic / Essential Skills Certificate	76	17%
WorkKeys NCRC	25	6%
Talent Pipeline Management	55	12%
Work Based Learning / Apprenticeship / Internship, Etc	292	66%
Currently Hiring High School Students	148	33%
Stated They Want More Info About Engaging	286	64%

No Quorum Present  
No Action Taken

**Example:**

**Manufacturing Credential Ranking (Statewide)**

1	NIMS Machine Tool / Industrial Maintenance Certification
2	NCCER (Industrial Maintenance/HVAC/Electrical/etc.)
3	Certified Solid Works
4	FANUC Certified Robot Operator
5	SixSigma
6	American Society for Quality (ASQ) Certification
7	Certified Welding Inspector (CWI)
8	AWS Certification
9	MSSC - Certified Production Technician (CPT)
10	MasterCAM

**Local Board Voting Dates**

Green River	2/7
Cumberlands	2/19
Bluegrass	2/19
TENCO	2/20
Kent Works	2/28
South Central	2/28
N. Kentucky	3/12
EKCEP	3/14
Lincoln Trail	3/19
W. Kentucky	3/20



**KWIB**  
**Workforce Participation Committee**  
**Meeting**

**AGENDA**

**January 25, 2019 @ 9:00 am**

**Sower Building - Frankfort, KY**

➤ **Call Meeting to Order**

➤ **Welcome and Introductions**

**No Quorum Present**

➤ **Executive Order and the KY WORKS Collaborative**

**No Action Taken**

➤ **Kentucky Health Update**

➤ **Review Goals and Actions and Establish Next Steps**

➤ **Next Meeting...**

## KWIB Priorities for Workforce Participation

### WORKREADY PLAN OBJECTIVES Identified with Actions

#### 1 - Eliminate (as much as possible) disincentives to work that exist in public programs and policies.

**Beginning ACTIONS to be Taken:**

Completed

- ✓ Benefit Cliff Analysis via KY Stats and CHFS
- ✓ Executive Order To Be Issued for Self Sufficiency Study
- Other...

#### 2A - Promote employer awareness of incentives to employ individuals with barriers to employment.

**Beginning ACTIONS to be Taken:**

Completed

- ✓ Define Populations - Completed
- ✓ Define Incentives to Employ (WOTC, OJT, etc)
- Other...

**No Quorum Present**  
**No Action Taken**

#### 2B - Develop a common level of understanding regarding the unique experiences of each priority population (individuals with disabilities, ex-offenders, foster care, drug addicted, etc.) using the Work Matters Task Force.

**Beginning ACTIONS to be Taken:**

Completed

- ✓ Barrier Analysis – Dr. Houillion's Work
- Other...

#### 3A - Provide wrap-around services to further support customers on the road to self-sufficiency

**Beginning ACTIONS to be Taken:**

Completed

- ✓ 211 Analysis
- Other...

#### 3B – Establish employer resource networks to increase worker placement and retention.

**Beginning ACTIONS to be Taken:**

- Understand Employer Resource Networks

**Potential Design of Regional Workforce Alignment Sessions**

- KWIB Direction/Purpose
- Goals
- Achievements-to-date

**Potential Topics**

- KY Works Collaborative
- Local region landscape with workforce participation data
- Breakout work groups (Regionally aligned)
  - Capture: Business Needs and Wants
  - Efforts in accomplishing regional goals
  - Support needed from state alignment work

**Report out**

- Common goals across the state
  - Quick wins
  - 3 month wins
  - 6 month wins
  - 12 month wins
  - 15 month wins

**No Quorum Present**  
**No Action Taken**

January 11, 2019 – 9:30 am

Covington Career Center

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➤ Call Meeting to Order

➤ Welcome and Introductions

➤ Northern Kentucky – Covington Career Center Tour

➤ Executive Order Discussion

➤ Career Center Certification Guidance

➤ Metrics Dashboard

➤ Other Discussion...

➤ Next Steps / Meeting...

**No Quorum Present**  
**No Action Taken**



# Guidance

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COMMONWEALTH OF KENTUCKY  
DEPARTMENT OF WORKFORCE INVESTMENT  
(502) 564-7456

**GUIDANCE NAME:** Establishing Criteria for Kentucky Career Center Evaluation and Certification

**Document Number:** 19-005

**Date of Issue:** 2/15/19

**Effective Date:** 2/15/19

**Applies/Of Interest to:** The Kentucky Workforce Innovation Board

**For further information contact:** Melissa Aguilar

**Email:** [Melissa.Aguilar@ky.gov](mailto:Melissa.Aguilar@ky.gov)

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**PURPOSE:**

This guidance details the requirements set forth in Workforce Innovation and Opportunity Act (WIOA) regarding the establishment of criteria and procedures for evaluating and certifying Kentucky Career Centers by the Kentucky Workforce Innovation Board.

**No Quorum Present  
No Action Taken**

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**POLICY:**

Kentucky Career Center (KCC) evaluation and certification are critical elements of the workforce system in Kentucky. Each KCC must be evaluated and certified on a regular basis not to exceed three years. The purpose of the evaluation is to drive integration and improvement of services, and certification is required in order for a KCC to receive infrastructure funding through agreement with the KCC Partner programs (see Kentucky Guidance *Kentucky General Guidance on Kentucky Career Center Operational Budget and Infrastructure Funding Agreements* for additional information on infrastructure funding).

Through the evaluation and certification process, the Local Workforce Development Boards (LWDBs) track the effectiveness of the KCCs in the system. Continuous improvement requires regular modifications based on customer feedback to improve the quality of services that are being delivered. The process is designed to heighten the quality of services that are being delivered in a local area. The ultimate goal is the transformation of the workforce system – expanding employer services, improving job seeker readiness and connecting the two through sector strategies and management of the talent pipeline.

Kentucky Career Centers are a collection of partner programs aligned to assist job seekers to find employment and to help Kentucky employers connect with the workforce they need for continued success. The programs and resources of the partner programs are leveraged for maximum efficiency and integrated with the customer in the center.

In order to evaluate the workforce system's progress in this effort, WIOA in Section 121(g) directs Kentucky's state board, the KWIB, to establish "objective criteria and procedures" for the evaluation of the KCC system and the certification of KCCs. The criteria and procedures must be consistent with Governor and KWIB guidelines, guidance and policies regarding infrastructure funding and must be reviewed every two years as a part of the review and update of the state plan.

WIOA establishes two main elements that the KWIB must establish criteria to evaluate. The first is Effectiveness, which includes customer satisfaction and physical and programmatic accessibility. The second is Continuous Improvement, which includes meeting performance standards.

### **Specific required elements**

In addition to the requirement that each Local Workforce Development Area (LWDA) must include at least one comprehensive, physical center (see Kentucky Guidance *Kentucky Career Center System Design*), WIOA Section 121(g) and 20 CFR 678.800(b)-(c) define specific evaluations that the KCC certification criteria must include.

Evaluations of effectiveness must include:

- How well the KCC integrates available services for participants and businesses;
- How well the KCC meets workforce development needs of participants and employment needs of local employers;
- How well the KCC operated in a cost-efficient manner;
- How well the KCC coordinates service among KCC partner programs; and
- The hours of access, including how well the KCC provides access to KCC partner program services to the maximum extent practicable, and providing services outside of normal business hours where needed.

**No Quorum Present  
No Action Taken**

Because the Evaluations of Effectiveness must include evaluations of customer satisfaction, the evaluations must take into account feedback from KCC customers. The KWIB must establish criteria to evaluate how well Local Workforce Development Boards (LWDBs) accomplish the collection and incorporation of customer feedback.

In order to evaluate accessibility, the criteria must include evaluations of how well KCCs ensure equal opportunity for individuals with disabilities to participate in services.

WIOA also requires that the criteria include evaluations of how well the KCCs and the LWDA's KCC System take actions to comply with the disability-related regulations implementing WIOA 188, 29 CFR 38. Such actions include:

- 1) Providing reasonable accommodations for individuals with disabilities;
- 2) Making reasonable accommodations to policies, practices and procedures to avoid discriminating against individuals with disabilities;
- 3) Administering programs in the most integrated setting appropriate;
- 4) Communicating with persons with disabilities as effectively as others;
- 5) Providing appropriate auxiliary aids and services, including assistive technology devices and services; and
- 6) Providing for the physical accessibility of the one-stop center for individuals with disabilities.

Evaluations of continuous improvement have a single required element – they must include how well the KCC supports achievement of Negotiated Performance Standards (WIOA Section 116(c)). Other factors may include:

- Evaluating a regular process for identifying and responding to technical assistance needs;
- Evaluating a regular system for continuing professional staff development; and/or
- Evaluating systems in place to capture and respond to customer feedback.

The KWIB should also define the method of submission of certification, and how records of certification must be published.

### **Local Responsibility**

It is the responsibility of the LWDB to certify KCCs in each LWDA, but it is the role of the KWIB to establish criteria and procedures for certification. Local boards must use the criteria developed by the KWIB, but may develop additional criteria related to service coordination or higher levels of service in the local certification process.

Note: it is the KWIB, not the LWDB, which must certify any KCC where the LWDB is the KCC Operator.

The certification process gives the LWDB the opportunity to make a formal assessment of the workforce system based on the established standards in a Certification Application. Certification will help the LWDB ensure a consistent level of quality in the services provided in the LWDA and the Region.

Certification of a KCC is a requirement for that center to be eligible to receive infrastructure funding (see Kentucky Guidance *Kentucky General Guidance on Kentucky Career Center Operational Budget and Infrastructure Funding Agreements*). Once a KCC is certified, the LWDB, with the agreement of the CLEO, will also enter into a memorandum of understanding (MOU) agreement for partnership, governance and certification of the KCC Operator and the KCC system. The LWDB's role is primarily one of governance, negotiation, and quality control. It is essential to remember that each KCC Operator is a reflection of the standards that have been established by the LWDB and the state.

KCC certification evaluations must be completed at least once every three years using the criteria developed by the KWIB and any additional criteria from the LWDB. If a KCC certification expires, that KCC loses its eligibility for infrastructure funding.

### **Reviewing Certification Criteria**

The KWIB must review and update the KCC Certification every two years as a part of the state plan review. Similarly, each LWDB must review and update criteria every two years as a part of the local plan update.

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### **REFERENCE:**

**WIOA Section 121(g); 20 CFR 678.800**

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## Resource Alignment Committee - Comments on Guidance

Commenter	Comment	Response
Sherry Johnson	Backdating of policy is inappropriate since KWIB has not acted on the draft. Cannot hold KCCs accountable for past "actions" if policy was not in place at time of the "action". Effective date should be when all of the policies referenced are approved by the KWIB.	It will not be backdated. The guidance is an instruction to the KWIB, not subject to approval by the KWIB.
Sherry Johnson	Citing other policy(ies) (unavailable for review) is/are a concern as it/they may/may not have implications to the policy presented for review.	The cited guidance documents will be available shortly and do not require review.
Sherry Johnson	Reference to Talent Pipeline Management is interesting. Isn't this time limited if other funding sources are not found after initial grant period? Will there be requirements for the KY Chamber to partner with the KCCs and does the Chamber plan to have a presence in and utilize the TPM tool at the centers? In some areas, there is a link to the KCCs in other areas, there are not.	While the Kentucky Chamber does conduct a program they call a "Talent Pipeline Management Academy," a "talent pipeline" is also a regularly-used workforce term by the likes of SHRM, WorkforceGPS, Goodwill and others. In order to remove any confusion, have reworded to read "management of the talent pipeline."
Sherry Johnson	Revisit the statistic citations on negotiated performance standard - is the reference intended to state performance or local performance? Also, it should be noted that OVR and Adult Education are required core/one stop partners but not part of the current reporting system for performance. To measure effectiveness the performance needs to be representative and consistent for all.	The reference is to WIOA sec. 116(c) "Local Performance Accountability Measures For Subtitle B-" which is the appropriate reference. The note on representing all partners will be forwarded to the KWIB, which will establish the criteria.
Sherry Johnson	Kentucky still has a very long way to go to fully "integrate and maximize efficiency" of partner programs at KCCs. The "program/funding silos" present issues that local workforce boards have been trying to address for 25+ years. Local boards still only have responsibility and say over WIOA Title I adult, dislocated worker and youth funding/programs and THAT IS IT.	Local boards are responsible for the performance of the KCCs.
Russ Watts	Is it possible to add content to the effectiveness criteria? I have sought information from a few WIBs and KCCs on handoff to employers in other regions, but none has been provided. The assumption is that the KCCs are already doing it, but doers do what checkers check. If possible, I would recommend something to the effect of the following: How well the KCC coordinates with other KCCs to provide clients with the best possible employment opportunities that may exist outside of local area and beyond neighboring KCC regions. I know each region has quality jobs, but when better opportunities exist, we, as a united effort, need to ensure the clients are able to maximize their talent and potential. Some of the clients of the KCC may need a fresh start and changing area code is a proven method to reestablish their role as a productive member of Kentucky's workforce. This will also help us with attracting talent from the Transitioning Service Member, Veteran, and Spouse population. Thousands of unfilled jobs that pay \$80k or more exist across the Commonwealth. Stronger coordination between KCCs and WIBs outside their regions, not just those that border the respective region, could significantly change how we operate.	The KWIB will add content and establish the criteria.

# **KENTUCKY WORKFORCE INNOVATION BOARD**

## **STATEMENT OF EXECUTIVE AUTHORITY**

# **No Quorum Present AND No Action Taken**

## **RULES OF PROCEDURE**

**ADOPTED: NOVEMBER 17, 2017**

**AMENDED: TO BE DETERMINED**

**STATEMENT OF EXECUTIVE AUTHORITY**

I. Public Law No. 105-220; 29 U.S.C. Sec. 2801 et seq, as the Workforce Innovation and Opportunity Act (WIOA) of 2014, enacted by the Congress of the United States and signed by the President on July 22, 2014, provides workforce activities through statewide and local workforce development systems, which are aimed at providing an alignment of workforce activities through state and local workforce development systems and integration of service delivery systems, thus increasing the employment, training, education, and support for job seekers and workers, while simultaneously improving the quality and productivity of the workforce which directly matches the needs of business and industry throughout the United States and its states. The WIOA of 2014 requires that the Governor establish a state workforce board to assist in implementation and development of the State Plan described in Public Law No. 105-220; 29 U.S.C. Sec. 2801 et seq and to carry out the functions described in 20 CFR 679.130

II. Establishment of the Kentucky Workforce Innovation Board

Matthew G. Bevin, Governor of the Commonwealth of Kentucky, established the Kentucky Workforce Innovation Board through Executive Order 2017-0643, dated September 27, 2017.

III. Purpose of the Kentucky Workforce Innovation Board (KENTUCKY WORKFORCE INNOVATION BOARD)

The Kentucky Workforce Innovation Board is created and established to assist the Governor in creating an integrated statewide strategic plan for workforce, policies, education and training programs, and funding with the economic development needs of the Commonwealth and its local areas and regions.

**No Quorum Present  
No Action Taken**

**I. Duties of the KENTUCKY WORKFORCE INNOVATION BOARD**

The KENTUCKY WORKFORCE INNOVATION BOARD was created and established to assist the Governor in complying with the provisions of the Workforce Innovation and Opportunity Act of 2014. The duties of the KENTUCKY WORKFORCE INNOVATION BOARD shall include, but are not limited to, the following:

Under WIOA sec. 101(d), the State WDB shall assist the Governor in the:

(a) Development, implementation, and modification of the 4-year State Plan; consistent with paragraph (c)

(b) Review of statewide policies, statewide programs, and/or recommendations on actions that shall be taken by the State to align workforce development programs in the state in a manner that supports a comprehensive and streamlined workforce development system. Such review of policies, programs, and recommendations must include a review and provision

of comments on the State Plans, if any, for programs and activities of one-stop partners that are not core programs;

(c) Development and continuous improvement of the workforce development system, including -

- (1) Identification of barriers and means for removing barriers to better coordinate, align, and avoid duplication among programs and activities carried out through the system;
- (2) Development of strategies to support the use of career pathways for the purpose of providing individuals, including low-skilled adults, youth, and individuals with barriers to employment, including individuals with disabilities, with workforce investment activities, education, and supportive services to enter or retain employment;
- (3) Development of strategies for providing effective outreach to and improved access for individuals and employers who could benefit from services provided through the workforce development system;
- (4) Development and expansion of strategies for meeting the needs of employers, workers, and job seekers particularly through industry or sector partnerships related to in-demand industry sectors and occupations;
- (5) Identification of regions, including planning regions, for the purposes of WIOA sec. 106(a), and the designation of local areas under WIOA sec. 106, after consultation with Local boards and chief elected officials;
- (6) Development and continuous improvement of the one-stop delivery system in local areas, including providing assistance to Local WDBs, one-stop operators, one-stop partners, and providers. With planning and services, including training services and supportive services, to support effective delivery of services to workers, jobseekers, and employers and;
- (7) Development of strategies to support staff training and awareness across the programs supported under the workforce development system;

(d) Development and updating of comprehensive State performance accountability measures including state adjusted levels of performance to assess the effectiveness of the programs as required in WIOA section 116B.

(e) Identification and dissemination of information on best practices, including best practices for –

- (1) The effective operation of one-stop centers, relating to the use of business outreach, partnerships, and service delivery strategies, including strategies for serving individuals with barriers to employment;
- (2) The development of effective Local WDBs, which may include information on factors that contribute to enabling Local WDBs to exceed negotiated local levels of performance, sustain fiscal integrity, and achieve other measures of effectiveness; and
- (3) Effective training programs that respond to real-time labor market analysis, that effectively use direct assessment and prior learning assessment to measure an individual's prior knowledge, skills, competencies, and experiences and

- (f) Development and review of statewide policies affecting the coordinated provision of services through the State's one-stop delivery system described in WIOA sec. 121(e), including the development of -
- (1) Objective criteria and procedures for use by Local WDBs in assessing the effectiveness and continuous improvement of one-stop centers. Where a Local WDB serves as the one-stop operator, the State WDB must use such criteria to assess and certify the one-stop center;
  - (2) Guidance for the allocation of one-stop center infrastructure funds under WIOA sec. 121(h); and
  - (3) Policies relating to the appropriate roles and contributions of entities carrying out one-stop partner programs within the one-stop delivery system, including approaches to facilitating equitable and efficient cost allocation in the system;
- (g) Development of strategies for technological improvements to facilitate access to, and improve the quality of services and activities provided through the one-stop delivery system, including such improvements to -
- (1) enhance digital literacy skills (as defined in sec. 202 of the Museum and Library Services Act, 20 U.S.C. 9101);
  - (2) accelerate the acquisition of skills and recognized postsecondary credentials by participants;
  - (3) strengthen professional development of providers and workforce professionals; and
  - (4) ensure such technology is accessible to individuals with disabilities and individuals residing in remote areas;
- (h) Development of strategies for aligning technology and data systems across one-stop partner programs to enhance service delivery and improve efficiencies in reporting on performance accountability measures, including the design and implementation of common intake, data collection, case management information, and performance accountability measurement and reporting processes and the incorporation of local input into such design and implementation to improve coordination of services across one-stop partner programs;
- (i) Development of allocation formulas for the distribution of funds for employment and training activities for adults and youth workforce investment activities, to local areas as permitted under WIOA secs. 128(b)(3) and 133(b)(3);
- (j) Preparation of the annual reports described in paragraphs (1) and (2) of WIOA sec. 116(d);
- (k) Development of the statewide workforce and labor market information system described in sec. 15(e) of the Wagner-Peyser Act; (29 U.S.C. 491-2(e); and
- (l) Development of such other policies as may promote statewide objectives for and enhance the performance of the workforce development system in the State.

No Quorum Present  
No Action Taken

(m) Other responsibilities as designated by the Governor.

## II. Board Membership

- A. The Kentucky Workforce Innovation Board is comprised of twenty-three (23) voting members and five (5) non-voting members appointed by the Governor as follows:
- (1) Governor or designee;
  - (2) One (1) member of each chamber of the General Assembly who will serve in a non-voting capacity consistent with Kentucky law;
  - (3) Thirteen (13) representatives of business constituting a majority of the Board and reflective of state and local industry sectors. The members must satisfy the following criteria:
    - (a) Are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policy-making or hiring authority, and who, in addition may be members of a local board described in 29 U.S.C.A.3122(b)(2)(A)(i);
    - (b) Represent businesses (including at least one representative of small business), or organizations representing businesses and provide employment opportunities that, at a minimum, including high-quality, work-relevant training and development in in-demand industry sectors or occupations in the state; and
    - (c) Are appointed from among individuals nominated by state business organizations and business trade associations;
  - (4) Five (5) representatives of the workforce within the state, constituting not less than twenty (20) percent of the Board, who shall include:
    - (a) at a minimum of two (2) or more representatives of labor organizations, who have been nominated by state labor federations; and
    - (b) One (1) or more representative, who must be a member of a labor organization or a training director, from a joint labor-management registered apprenticeship program, or if no such joint program exists in the state, such a representative of a registered apprenticeship program in the state.
    - (c) In addition to the representatives enumerated above, the Governor may appoint one (1) or more representatives of the following organizations to contribute to the twenty (20) percent of workforce representation:: community-based organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive, integrated employment for individuals with disabilities; and training, or education needs of eligible youth, including representatives or organizations that serve out-of-school youth; and
  - (5) Two (2) chief elected officials as defined in 29 U.S.C.A. §3102(9) (collectively representing both cities and counties, where appropriate);
  - (6) The balance of the Board shall include the lead state officials with primary responsibility for the core programs as following: which shall include the Secretary of the Education and Workforce Development Cabinet.

(7) The Commissioner of the Kentucky Department of Education and the Secretary of the Cabinet for Economic Development and the Secretary of the Labor Cabinet and the President of the Council on Postsecondary Education shall serve as an ex-officio non-voting members of the Board.

- B. As a general condition of Board membership, each member appointed or any authorized designee must have optimum policy-making authority. A member cannot represent an entity in more than one (1) of the following three (3) categories: business representatives, workforce representatives, or government representatives. Except where a single government agency is responsible for multiple required programs, a member shall not represent more than one (1) entity within a category.
- C. The Board membership shall reflect statewide geographic and diverse population representation.
- D. Members of the Board shall be initially appointed to serve staggered terms and thereafter for terms of three (3) years. Board members representing the business and workforce categories shall not serve more than two (2) full consecutive three (3) year terms. Any vacancy shall be filled for the balance of the unexpired term in the same manner as the original appointment. Members of the Board may continue to serve beyond the expiration of their terms until their successors are appointed.
- E. The Governor shall appoint the chairperson of the Board from the business representative membership to serve at the pleasure of the Governor. The chairperson shall appoint a Vice-Chair and an Executive Committee.
- F. The Board may invite non-members, to be approved by the Chair, to serve on committees and workgroups created by the Board. Non-members serving on committees or workgroups shall serve without compensation, but shall be reimbursed for their expenses in accordance with state travel expense and reimbursement administrative regulations.
- G. The Governor hereby exercises the authority designated by the Workforce Innovation and Opportunity Act to reserve up to 15% of the state allocation for statewide workforce investment activities within the parameters set forth in 29 U.S.C.A. §3163.
- H. The Board members and the non-members serving on committees and workgroups of the Kentucky Workforce Innovation Board are hereby subject to the provisions of Executive Orders 2008-454 and 2009-882 as well as the gift and conflict of interest rules for Executive Branch public servants set forth in KRS Chapter 11A. Any conflict of interest issue shall be submitted to the Executive Branch Ethics Commission for resolution.

### III. Meeting Frequency and Board Member Expenses

The Kentucky Workforce Innovation Board shall meet, at a minimum, quarterly. Board members shall serve without compensation but may be reimbursed for their expenses in accordance with state travel expense and reimbursement administrative regulations.

### IV. Conflict of Interest

A member of the Kentucky Workforce Innovation Board may not vote on a matter under consideration by the Board regarding the provision of services by such member (or by an entity

that such member represents) or that would provide direct financial benefit to such member or the immediate family of such member. A member of the Board may not engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State Plan.

## V. Board Staff

The Kentucky Workforce Innovation Board shall be attached to the Education and Workforce Development Cabinet for administrative and staff purposes.

## VI. Meetings

- A. The Kentucky Workforce Innovation Board shall hold regular meetings at least quarterly and as often as necessary to perform the duties outlined in the Statement of Executive Authority and Rules of Procedure. Meetings shall be called by the Chairperson or by the Secretary of the Education and Workforce Development Cabinet or his/her designee. Notice of all regular meetings shall be made in writing (including electronic communications) to all members. Special meetings may be called as above and shall be limited to issues identified in the meeting notice. Notices of all meetings shall be made at least 48 hours prior to the meeting date.
- B. A written notice of meetings will be sent to each member with a response as to anticipated attendance required.
- C. For the purpose of conducting business before the Workforce Investment Board, the presence of twelve (12) voting members shall constitute a quorum of which 51% must be business and industry / workforce representatives. For the purpose of conducting business before any committee, established under the Board's Rules of Procedure, Article II, Section I, or any committee otherwise formed under the express authority of the Board, the presence of two (2) members of said committee shall constitute a quorum.
- D. The Chairperson shall approve an agenda for each meeting. Members shall submit a written request for consideration of an agenda item no less than 24 hours in advance of the meeting. Those members of the public in attendance at any meeting of the Kentucky Workforce Innovation Board may address the Board only with the prior approval or at the request of the Chairperson.
- E. All meetings must comply with the Kentucky Open Meetings Act Statutes 61.805-61.850.

No Quorum Present  
No Action Taken

**VII. EXECUTIVE COMMITTEE & COORDINATING COUNCIL**

- A. There shall be established an Executive Committee.
- B. The Executive Committee shall be made up of the Board Chair (who shall also be chair of the Executive Committee), the Vice Chair and include private industry and workforce representatives appointed by the Chair to ensure representation of the major groups identified in the law. The Executive Committee is empowered to meet on an interim basis between regular full Board meetings and make emergency or time-sensitive decisions when necessary. The Executive Committee shall monitor the work of other Board committees and the Board staff, work with the Steering Committee to develop agenda items, work on legislative issues and make policy recommendations to the Board.
- C. Additionally, the Executive Committee may provide guidance and recommendations to the board in the areas of strategic planning, legislation, operations, and other areas. The Executive Committee may assist in the development of board meeting agendas.

**VIII. Committees & Task Forces**

- A. The Chairperson of the Board may appoint, authorize, or abolish committees, task forces or other bodies to serve the Board. The Chairperson of the Board shall designate a Chairperson for each committee established and appointed. A Vice-Chair shall be designated for each committee in a process to be determined by the Committee Chair.
- B. Committees shall address broad issues with no set time frame for completion. Committees may be of a size and composition required to accomplish the work program as determined by the Chairperson of the Board.
- C. Task forces shall have a well-defined scope and shall be designated for a set time frame in order to accomplish the scope of work. Task forces may be of a size and composition required to accomplish the work program as determined by the Chairperson of the Board.
- D. Board staff shall provide a resource person for each committee upon consultation with the Chairperson.
- E. Meetings of committees may be called by the committee Chairperson. Committees may hold meetings concurrently with other committees. All committee members shall be notified in writing as to the date and time of the committee meeting.
- F. All members of the Kentucky Workforce Innovation Board may attend any committee meeting, but only those members appointed to the committee shall vote on committee business.

**IX. Parliamentary Procedures**

The proceedings of the Kentucky Workforce Innovation Board shall be governed by Robert's Rules of Order (Newly Revised), unless contrary to the Rules of Procedure.

**X. Amendments**

**A. Statement of Executive Authority**

Amendments to the Statement of Executive Authority resulting from federal or state law or further Executive Orders shall not require the approval of the Kentucky Workforce Innovation Board.

**B. Rules of Procedure**

These Rules of Procedure shall be binding on the Kentucky Workforce Innovation Board and its members. These Rules of Procedure may be altered or amended with thirty (30) days advance notice in writing. The Rules of Procedure of the Kentucky Workforce Innovation Board may be altered or amended by a majority vote of its membership.

*Adopted November 15, 2018* by the Kentucky Workforce Innovation Board.

*Modified* \_\_\_\_\_ by the Kentucky Workforce Innovation Board.

**No Quorum Present  
No Action Taken**

\_\_\_\_\_  
Hugh Haydon, Chair

**Recommendation for KWIB February 21, 2019**

**Recertification for WorkReady Status**

- Daviess
- Warren
- Henderson

**Extensions**

**Work Ready:**

- Mercer
- Oldham
- Washington
- Boyd
- Greenup

**No Quorum Present**  
**No Action Taken**

**Work Ready in Progress:**

- Wayne
- Todd
- Letcher
- Webster

**Notes**

**Present: Vicki, Scott, Devin, Landon, Moochie, Jeremy, Kristina, Brooklyn, Elizabeth, Melissa, and Christy**

**MEETING CALLED TO ORDER at 9:32**

**APPLICATION REVIEW PROCESS**

- **New applications** - None for consideration
  - Harrison County originally applied but the data has quite possibly changed. CED spoke with them and it was decided they will wait for the new data before potentially applying for WorkReady status.
  - Vicki explained the county should show in their app how programs are used rather than just listing the programs.
  - Melissa suggested a presentation for the county to assist them with connecting all the data and the dots.

- **Recertification**
  - Daviess (WR)
    - Daviess County meets the criteria. Moochie asked about the graduation rate which was noted in the application. When the app was submitted, the data met the criteria.
  - Warren (WR)
    - Warren County meets the criteria. Vicki asked if other initiatives are feeding into WorkReady. Melissa suggested CED follow up with them on tying all initiatives together on behalf of WorkReady.
  - Henderson (WR)
    - Henderson County meets all criteria and has significantly improved. There were several questions that CED provided assistance on. Jim stated he felt the application was very good but had questions related to the topics CED gave assistance on.
    - Vicki motioned and Jeremy seconded to approve Davies, Warren, and Henderson to be approved with a WorkReady recertification.

- **Extensions**

**Work Ready:**

- Mercer
- Oldham
- Washington
- Boyd
- Greenup

**Work Ready in Progress:**

- Wayne
- Todd
- Letcher
- Webster

- Harrison: Currently WRiP, submitted a new application for WR. Does not meet numbers and will apply for the next meeting once the data is updated.
- All extensions come to CED for review. All counties presented the necessary data. A motion was made by Vicki and seconded by Moochie to approve and all were in favor of approving.

**No Quorum Present  
No Action Taken**

**Lapsing:**

- Lewis county (WRiP)
  - Melissa met with Lewis County January 31 and they will continue and provide update.
- Green (WRiP) (Still expected to come in)
  - Melissa is set to speak with Green County February 13.

**NEW BUSINESS:**

- Receive update from KY Stats on Broadband metric
  - Scott Secamiglio and Devin McGhee presented on updates for the Broadband data. Broadband preliminary data is showing all counties meeting the broadband criteria as set forth by the Committee. Discussion ensued accordingly as to whether the criteria should be amended.
  - Scott and Devin discussed the PowerPoint shown. Slide 3 shows the counties broken down by Census tract. Slide 4 shows all 120 counties meeting the criteria. There are a census variables that doesn't appeal to availability but does spell out the utilization / uptake of internet usage.
  - Kristina stated that when we originally decided on the criteria, we were not specifically decided on where to get the data. Therefore, it is important to know that FCC data is what we are reviewing.
  - It was also stated by Devin that satellite is now widely accepted as broadband as well which may be part of the availability at 100%.
  - Vicki explained she felt rural areas do not meet the criteria and questions how the 100% is factual.
  - The data also does not reflect mobile broadband. It includes satellite, fixed Wi-Fi and broadband over electrical lines.

**No Quorum Present**  
**No Action Taken**

**ADJOURNED at 10:30**

# Kentucky Education and Workforce Development Cabinet

## NEWS RELEASE

Contact: Holly Neal, 502-782-3172 / [Holly.Neal@ky.gov](mailto:Holly.Neal@ky.gov)

### Kentucky Workforce Innovation Board, Department of Workforce Investment seek public comments on state plan changes

*Public can respond to modifications between Feb. 5 – 25*

FRANKFORT, Ky. (Feb. 5, 2019) – The Kentucky Workforce Innovation Board (KWIB) and Department of Workforce Investment (DWI) are seeking public comments beginning Feb. 5 – 25, 2019 from consumers and workforce stakeholders on proposed changes to the [Workforce Investment and Opportunity Act \(WIOA\) State Plan](#) for the Commonwealth of Kentucky FY-2018.

The modifications result from the reorganization and transfer of Kentucky Adult Education from the Council on Postsecondary Education to the Education and Workforce Development Cabinet. The Office of Adult Education was created by [Executive Order #2019-0027](#) and aligns Kentucky's WIOA partners under one agency.

The four-year state plan represents an agreement among the core partners identified in WIOA and serves as the framework for the development of public policy, fiscal investment and operation of Kentucky's labor exchange, workforce education and training programs.

Public comment on the modifications should be submitted during the **20-day period beginning Feb. 5, 2019 and ending at 4 p.m. Eastern time on Feb. 25, 2019.**

Comments may be submitted by mail, email, or in writing at a KWIB meeting scheduled for Feb. 21. Comments may be sent via email to Holly Neal at [Holly.Neal@ky.gov](mailto:Holly.Neal@ky.gov), or by mail at 275 E. Main St., 2<sup>nd</sup> fl., Frankfort, Ky. 40601.

Comments may also be submitted to the KWIB in writing at the quarterly meeting on Feb. 21, 2019, from 1:30 – 3:45 p.m. Eastern time, at the Kentucky Association of Counties, 400 Englewood Drive, Frankfort, Ky. 40601.

Specific changes to the state plan are detailed in the chart below, and the full-modified plan is available [online](#).

Change number	Section (page)	Current text	Amended text
1	II.A.2.A. "THE STATE'S WORKFORCE DEVELOPMENT ACTIVITIES" (19)	"Kentucky Adult Education (KYAE) is uniquely poised to help the 367,000 adults in the Commonwealth without a high school diploma or its recognized equivalent to get a job, keep a job and advance in the workplace."	"The Office of Adult Education, also known as Kentucky Adult Education (KYAE), is uniquely poised to help the 367,000 adults in the Commonwealth without a high school diploma or its recognized equivalent to get a job, keep a job and advance in the workplace."
2	III.A.2.H. "IMPROVING ACCESS TO POSTSECONDARY CREDENTIALS" "Kentucky Adult Education" (42)	"KYAE, an agency in the Kentucky Council on Post—secondary Education (CPE), is strategically positioned to create significant post—secondary education linkages."	"KYAE, an agency in the Kentucky Council on Post—secondary Education (CPE), is strategically positioned to create significant post—secondary education linkages."
3	III.A.2.H. "IMPROVING ACCESS TO POSTSECONDARY	"The vice president of KYAE is an active proxy member of the KWIB participating in quarterly KWIB meetings and commits	"The <del>vice president</del> Executive Director of KYAE is an active proxy member of the KWIB participating in quarterly KWIB meetings and commits to initiatives, such as the accelerated learning program GED Express,

	CREDENTIALS” (43)	to initiatives, such as the accelerated learning program GED Express, to collaboratively advance workforce education and skill development in the Commonwealth.”	to collaboratively advance workforce education and skill development in the Commonwealth.”
4	III.A.2.H. “IMPROVING ACCESS TO POSTSECONDARY CREDENTIALS” (43)	“KYAE’s vice president is also a proxy board member of the BSSC, which was established in 1984 by the Kentucky General Assembly as an independent, de jure corporation to stimulate economic development through programs of skills training to meet the needs of business and industry.”	“KYAE’s <del>vice President</del> <u>Executive Director</u> is also a proxy board member of the BSSC, which was established in 1984 by the Kentucky General Assembly as an independent, de jure corporation to stimulate economic development through programs of skills training to meet the needs of business and industry.”
5	III.A.2.H. “IMPROVING ACCESS TO POSTSECONDARY CREDENTIALS” (43)	“KYAE’s vice president and the Kentucky Department for Library and Archives’ (KDLA) commissioner distributed a memorandum encouraging local adult education and public libraries to strategically partner in their attempts to reach our target population in alternate venues.”	“KYAE’s <del>vice president</del> <u>Executive Director</u> and the Kentucky Department for Library and Archives’ (KDLA) commissioner distributed a memorandum encouraging local adult education and public libraries to strategically partner in their attempts to reach our target population in alternate venues.”
6	III.B. “STATE OPERATING SYSTEMS AND POLICIES” 1.B. “DATA-COLLECTION AND REPORTING PROCESSES USED FOR ALL PROGRAMS AND ACTIVITIES, INCLUDING THOSE PRESENT IN ONE-STOP CENTERS*” (47)	“Kentucky Adult Education Reporting System The Kentucky Adult Education Reporting System (KAERS) is a nationally-recognized student management system designed and maintained through Kentucky Adult Education and the Council on Postsecondary Education.”	“ <del>Kentucky Adult Education</del> <u>Kentucky Adult Education Reporting System: The Kentucky Adult Education Reporting System (KAERS) is a nationally-recognized student management system designed and maintained through Kentucky Adult Education and the Council on Postsecondary Education the Education and Workforce Development Cabinet.</u>
7	VI. “PROGRAM-SPECIFIC REQUIREMENTS FOR ADULT EDUCATION AND FAMILY LITERACY ACT PROGRAMS” E.2. “Certification Regarding Lobbying” (134)	<p>“Applicant’s Organization Kentucky Adult Education, Council on Postsecondary Education</p> <p>Full Name of Authorized Representative: Reecie D. Stagnolia</p> <p>Title of Authorized Representative: Vice President for Adult Education, Council on Postsecondary Education”</p>	<p>“Applicant’s Organization: <u>Kentucky Adult Education, Council on Postsecondary Education Department of Workforce Investment</u></p> <p>Full Name of Authorized Representative: Reecie D. Stagnolia</p> <p>Title of Authorized Representative: <del>Vice President for Adult Education, Council on Postsecondary Education</del> <u>Executive Director, Office of Adult Education”</u></p>

No Quorum Present  
No Action Taken

The Kentucky Education and Workforce Development Cabinet coordinates learning programs from P-16 and manages and supports training and employment functions in the Department of Workforce Investment. For more information about our programs, visit <https://educationcabinet.ky.gov/Pages/default.aspx>.

**You may submit comments today in writing:**

**Name:** \_\_\_\_\_

**Contact Info:** \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**No Quorum Present  
No Action Taken**