Minutes
September 3rd, 2025
2:00 pm – 3:30 pm EDT

Zoom Meeting

Attendee: Dr. Jeff Sun, Kim Menke, Hilary Writt, Brittany Layne, Dr. Sean Jackson, Dr. Brent Harrison, Brandon Combs, Stephanie Collins, Rick Jones, Camisha Boyd Powell, Dr. JC Gregory, Johnny W Collett, Rachel Adams, Sam Keathley, Ankur Gopal, Merabeth Martin, Jose Luis (Pepe) Lopez, Travis Winkler, LaKisha Miller

Staff: Alisher Burikhanov, Debbie Dennison, Elishah Taylor, LaChrista Ellis, Sara Jaggers

Welcome and Introductions
Kim Menke, Taskforce Co-Chair, Provision Process Solutions, opened the second AI Taskforce meeting by thanking attendees and outlining the goal of completing a SWOT (strengths, weaknesses, opportunities, and threats) analysis. He invited new participants to briefly introduce themselves and share their connection to AI and workforce initiatives. *Dr. Brent Harrison, Associate Professor at the University of Kentucky*, introduced himself, highlighting his research in human-centered AI and ethics, and shared plans to launch a new AI undergraduate degree. He emphasized making AI education accessible to all students to prepare the future workforce. *Stephanie Collins, United Automobile Workers of America (UAW), Ford Motor Company,* described her work connecting students to workforce opportunities in manufacturing and education. *Hilary Writt, Department for Libraries and Archives,* noted her role supporting library staff in workforce development and adult services. Kim Menke thanked the new participants for joining.

Opportunities in Economic Development Infrastructure
Kim Menke highlighted Kentucky's opportunities for economic development and energy infrastructure, noting the state's low-cost energy and potential for data centers and nuclear facilities. He emphasized that AI initiatives depend on robust infrastructure and that Kentucky's collaborative efforts are gaining attention from federal leaders.

The AI Economy
Dr. Jeffrey Sun, Taskforce Co-Chair, UofL College of Education & Human Development (CEHD presented key findings from the 2025 World Economic Forum "Future of Jobs" report. He identified the fastest-growing jobs, including big data specialists, fintech engineers, and AI/machine learning specialists, highlighting the need for skills in data analysis, AI applications, computer vision, natural language processing, robotics, and reinforcement learning. Dr. Sun stressed that these roles integrate technical and strategic skills and emphasized the importance of technology literacy, analytical thinking, leadership, and adaptability as core skills for the future workforce.

Ankur Gopal, *Interapt*, asked about including industry-specific business knowledge alongside technical AI skills. Dr. Sun explained that employers assume such knowledge is embedded in roles like big data and AI specialists, which Ankur agreed made sense.

Introduction to SWOT Analysis
Mr. Menke explained that the group would break into workgroups to dive deeply into the SWOT analysis. He encouraged participants to consider foundational AI skills, policy, practices, data, cost, and quality, emphasizing cross-disciplinary thinking. Kim Menke highlighted the importance of documenting strengths, weaknesses, opportunities, and threats to guide the discussion and build on existing synergies.

SWOT Breakout
AI taskforce members were guided into their assigned Zoom breakout rooms for business, education, and government. Within these discipline-specific groups, members were asked to discuss and analyze their respective strengths, weaknesses, opportunities, and threats.

Breakout Reports
Dr. Sun requested a report on each breakout group's SWOT analysis.

Strengths

Education: *Dr. Sean Jackson, Department of Education*
- Uniform K-12 data systems paired with the statewide longitudinal KYSTATS system
- Access to major R1 institutions like UofL and UK for AI talent engagement and student recruitment
- The support of professional associations, education cooperatives, and learning communities to drive AI initiatives
- The Department of Education's comprehensive AI guidance brief, which helps districts develop internal policies for AI use

Business: *Jose Louis Lopez (Pepe), GE Appliances*
- AI provides better tools that impact the bottom line, offers scalability with cost efficiency, and enables productivity gains
- AI's ability to predict data, customize solutions, improve customer service, and support workforce inclusion for people with disabilities
- Strong local cyber and digital talent pipelines from universities like UofL, the low cost of new AI models, and Kentucky's low energy costs and existing industrial footprint as additional strengths

Government: *Brandon Combs, Cabinet for Economic Development*
- Kentucky's strong collaboration and eagerness to learn about AI
- The state's robust datasets, particularly KYSTATS, provide a solid foundation for AI initiatives

Weaknesses

Government:
- The lack of a statewide AI policy is a key challenge
- Varying levels of familiarity with AI tools among staff
- The potential for overreliance on AI
- Inaccuracies, or "hallucinations," concern when AI is used with critical data

Business:
- Digital readiness, especially for small and medium companies, limited understanding of AI (e.g., seeing it as replacing rather than augmenting jobs)
- Rapid technological change and platform fragmentation, which complicates training and adoption

Education:
- Funding/resource gaps
- Uneven AI adoption across entities
- Variable broadband access

- Slow processes in adapting CTE pathways

Dr. Jeff Sun summarized key weaknesses across groups as follows: infrastructure and policy gaps, technology evolution, literacy/mindset challenges, fears about job replacement, and platform fragmentation.

Opportunities

Business:
- Growing interest among small and medium businesses
- Kentucky's existing ecosystem
- Potential to position the state as an AI hub
- Technology's role in augmenting rather than replacing jobs
  - Opportunities also include:
    - Attracting talent
    - Partnering with universities and government
    - Creating a clear roadmap for AI adoption and growth

Education:
Dr. Sean Jackson highlighted opportunities to build on the *"Why Not Kentucky?"* mindset, emphasizing that the state can lead in AI education. Key opportunities included:

- Identifying Kentucky's anchor strengths and integrating AI into field-relevant learning experiences (e.g., finance, healthcare, design, programming)
- Building capacity with educators and students now, leveraging updated computer science, technology, and library media standards to embed AI fluency and information literacy
- Aligning curriculum with industry needs to produce local, career-ready talent
- Streamlining processes to meet both education and industry demands efficiently
- Encouraging collaboration across educational entities to build statewide capacity rather than compete, ensuring Kentucky's economic growth

Government:
- Improving efficiency for staff and constituents across areas like traffic, health and safety, and agriculture, noting AI's potential to enhance focus and operations

Threats

Government:
- Kentucky risks falling behind other states in AI adoption for official duties
- Legal and accountability challenges from misuse, intentional or not
- Credibility issues from AI "hallucinations" that could disrupt systems
- Overreliance on AI potentially affects skill development
- Cybersecurity risks, including scams, deepfakes, phishing, and password breaches

Mr. Combs noted that while opportunities exist, the threats are significant and closely linked.

Business:
- Trust & AI "hallucinations": Losing trust is a major concern; aiming for perfection can slow implementation
- Data integrity: Poor-quality data leads to bad AI outputs, making data readiness crucial
- Workforce adaptation: Current employees may not adopt AI quickly; upskilling and reskilling are needed

- Talent retention: Attracting and keeping digital talent is challenging; people may leave or need to be recruited from outside
- Job displacement: AI could reduce roles, posing a threat to employment in the state
- Regulation & guardrails: Lack of clear policies at both company and government levels creates risks for responsible AI use

Education:
- Job displacement perception: Concern that AI could take jobs
- Knowledge & data gaps: Uncertainty about the actual job market and AI implementation success
- Slow process change: Updating systems and processes takes too long
- Poor AI products: Risk of wasting money on tools that don't deliver value

Dr. Sun made note of themes across groups of **reliability, scams, and legal risks**.

He shared a state-inspired AI motto: *"Horsepower meets brainpower"*, connecting Kentucky's equestrian identity to the AI advantage.

Action Items: Kentucky AI Assets
For the next meeting, Dr. Sun asked participants to:
- Identify existing AI initiatives and assets in their organizations or around the commonwealth
- Share how companies are adopting or infusing AI into their systems
- Help with asset mapping to avoid duplication and expand on existing efforts
- Suggest companies to feature, aiming for a mix of sizes and sophistication; from large, highly automated firms to smaller ones focusing on procedural or office efficiency

Adjournment 3:27 PM
Kim Menke thanked everyone for participating, noting that the discussion was a valuable opportunity to dive deeper into AI applications and broaden perspectives on what's happening across the commonwealth. He told the group that the breakout conversations sparked his interest in businesses already doing innovative work and made him excited about upcoming initiatives. He reiterated the importance of applying the insights from today's SWOT activity to ensure the best outcomes moving forward. He thanked Dr. Sun for his leadership in guiding the session.

Alisher Burikhanov, Executive Director, Kentucky Workforce Innovation Board, added that the work done today is helping to build a solid foundation for the taskforce's recommendations, which are expected by the end of the year. He thanked everyone for their engagement and participation. He complimented the clever "horsepower meets brainpower" motto and acknowledged both Dr. Jeff Sun and Kim Menke for leading the session.
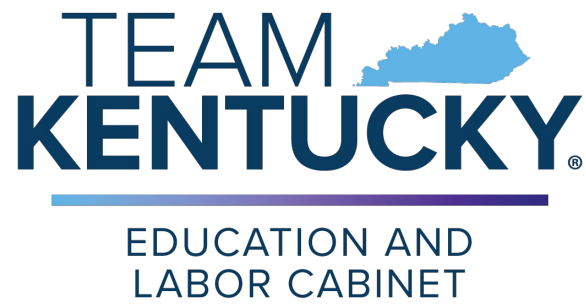
AI Workforce Readiness Taskforce

Meeting Briefing Book

September 3, 2025

2:00 – 3:30 pm EDT

Co-Chairs

Kim Menke, Provision Process Solutions

Jeff Sun, Ph.D., University of Louisville

AI Workforce Readiness Taskforce Meeting
September 3, 2025, 2 pm - 3:30 pm EDT

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Kentucky Workforce Innovation Board (KWIB)

AI Workforce Readiness Taskforce Meeting

AGENDA
September 3rd, 2025
2:00 pm – 3:30 pm EDT

Join Zoom Meeting
https://us06web.zoom.us/j/87468892028?pwd=gcaebWJpKiLMFOa6mdqtq5oXO2kn7R.1
Meeting ID: 874 6889 2028   Passcode: 677117

2:00 pm   **Welcome and Meeting Objectives**………………………………………………*Kim Menke, Taskforce Co-Chair*
Provision Process Solutions

Jeff Sun, Ph.D. Taskforce Co-Chair
University of Louisville

Opportunities in Economic Development Infrastructure……………………….…………………. *Kim Menke*

The AI Economy………………………………………………………………………………………………… *Jeff Sun, Ph.D.*

2:20 pm   **Introduction to SWOT Analysis** ………………………………………………………………………*Kim Menke*
- *Considerations:*
    o *collaboration workforce entities (government, education, non-profit, business)*
    o *Opportunities with common:*
        ▪ *Policy*
        ▪ *Practice*
        ▪ *Data*

2:30 pm   **SWOT Breakout** ……………………………………………………………………………………. *Jeff Sun, Ph.D.*
Discipline specific breakouts conversation and assessment of:
    o *Strengths*
    o *Weakness*
    o *Opportunities*
    o *Threats*

3:00 pm   **Breakout Reports** ……………………………………………………………………….………. *Taskforce Members*

3:20 pm   **Action Items: Kentucky AI Assets**……………………………………………………………. *Jeff Sun, Ph.D.*

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3:30 pm   **Adjournment**

Kentucky Workforce Innovation Board (KWIB)

Artificial Intelligence (AI) Workforce Readiness Taskforce Meeting

AGENDA
August 7ᵗʰ, 2025
2:00 pm – 3:30 pm EDT

Zoom Meeting

Attendee: Kim Menke, Dr. Jeffrey Sun, Lakisha Miller, Alice Houston, Dr. Sean Jackson, Travis Winkler, Nathan Lyttle, Brandon Combs, Camisha Powell, Chabela Longoria, Brittany Layne, JC Gregory, Rick Jones, Johnny W. Collett, Rachel Adams, Leslie Sizemore

Staff: Alisher Burikhanov, Debbie Dennison, Elishah Taylor, LaChrista Ellis, Sara Jaggers

Welcome and Introductions

Alisher Burikhanov, Executive Director, Kentucky Workforce Innovation Board (KWIB), opened the meeting by emphasizing the growing relevance of AI and the importance of collaboration across sectors. Taskforce co-chairs **Kim Menke, Provision Process Solutions,** and **Dr. Jeffrey Sun, University of Louisville,** led introductions. Taskforce members were asked to share their name, organization, current engagement with AI, and aspirations for how technology could support their work. Members shared a range of uses for AI, from data analysis to personal assistance.

Overview of Taskforce Purpose, Deliverables, Goals

Dr. Sun presented the overall mission of the taskforce, focused on building a framework of recommendations across three pillars: education, equipping workers, and identifying AI opportunities. He shared that the taskforce would work through the end of the calendar year, referencing the briefing materials. Monthly meetings will focus on specific topics with goals to align efforts and support leaders in navigating AI integration.

Landscape, Advancement, and Terms

Dr. Sun provided a foundational overview of AI terminology and development. He distinguished between traditional analytics, big data, and generative AI/large language models (LLMs). He noted that current AI tools are operating at an Agentic AI level, with the potential to evolve toward AGI (Artificial General Intelligence). The discussion highlighted how AI collects and synthesizes data from various sources and the implications for automation, decision-making, and the future of workforce skills.

Questions and comments from members emphasized real-world applications of AI in communication, planning, and business strategy. The conversation also addressed the importance of data quality, ethical considerations, and the need for human oversight in AI processes. Dr. Sun reinforced the importance of good data inputs and suggested a role for students in identifying potential errors in AI-generated content.

Use Cases of AI

Kim Menke led a discussion on potential AI use cases, encouraging participants to share examples of effective implementation. He highlighted the importance of understanding AI integration at varying levels—from basic applications to advanced systems. Case study suggestions included Amazon and Deloitte, organizations already embracing AI in practical, impactful ways. The goal is to identify models that can inspire and guide Kentucky's workforce and business leaders.

Recap, Timeline, and Meeting Schedule

Mr. Menke closed the meeting by summarizing key points and emphasizing the need to make AI information and tools demonstrable and understandable. He asked members to share ideas and materials with Alisher and noted that slides from the session would be distributed. The next meeting was scheduled for September 3, 2025, and will focus on conducting a SWOT analysis. Future meetings will follow a monthly structure, each addressing a specific area of emphasis. Menke invited final questions and thanked participants for their engagement.

3:29 pm Adjournment

KWIB AI WORKFORCE READINESS TASKFORCE

Co-Chairs: Kim Menke and Dr. Jeffrey Sun

AI Taskforce

Business

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Education

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2025 Kentucky Workforce Innovation Board
Artificial Intelligence Workforce Readiness Taskforce

Wednesday, October 1

Thursday, November 6

Wednesday, December 3

All meetings are scheduled for 2:00-3:30 pm ET and will be conducted virtually on Zoom.