



**KWIB EXECUTIVE COMMITTEE
AGENDA
January 29th 2024
11:00am EST – 12:30pm EST
Virtual**

Join Zoom Meeting

<https://us06web.zoom.us/j/86544941587?pwd=uh7clh5XfvkElj6orBx0pb7abvBlxR.1>

Meeting ID: 865 4494 1587

Passcode: 932611

11:00am Call Meeting to Order.....*Lori Ulrich, KWIB Chair
Fleming-Mason Energy*

- Approval of 08/12/24 minutes

11:05am Group Discussion: KWIB Strategic Advance Next Steps.....*Lori Ulrich, Chair
Alisher Burikhanov, Executive Director, Kentucky Workforce Innovation Board*

11:35am Education and Labor Cabinet Updates..... *Alisher Burikhanov*

- Statewide Reserve Recommendations
- Education & Workforce Collaborative: Immigrants and Refugee Talent Pool
- In-Demand Sectors Update

11:45am Preparation for KWIB Board Meeting..... *Alisher Burikhanov*

- Host: Council on Post-Secondary Education
- Review of Strategic Advance Priorities
- Consent Agenda Items: CTE Certifications, Perkins Leadership, Local Board Certification
- New Member Onboarding (scheduled for 10am-1130am)

12:10pm KWIB New Business*Lori Ulrich, Chair
Alisher Burikhanov, Executive Director, Kentucky Workforce Innovation Board*

- RFPs: Work Ready Communities & Hybrid Career Services
- Essential Skills Review

12:30pm Adjournment*Lori Ulrich, Chair*



KWIB Executive Committee Meeting

MINUTES

October 24; 3:00pm – 4:30 pm ET

Via Zoom

Committee Member Attendance: Kim Menke, Lori Ulrich, Scott Pierce, Kim Humphrey, Johnny Collett, Dr. JC Gregory

Staff: Deputy Secretary Deputy Secretary Brinly, Alisher Burikhanov, LaChrista Ellis, Elishah Taylor

3:02 pm CALL TO ORDER

Lori Ulrich, Vice- Chair, Fleming-Mason Energy welcomed everyone and called the meeting to order. She turned to the agenda and asked for discussion or vote around the last meetings minutes. **Kim Menke** *motioned* to approve the minutes and **Scott Pierce** *seconded*. None opposed and **motion passed unanimously**.

REVIEW OF CONSENT AGENDA (VOTING REQUIRED)

The committee members reviewed the consent agenda, which included the Kentucky Career Center certification, the local board certification policy, and the CTE certification standard operating procedures. A *motion* to approve the consent agenda was made by **Scott Pierce** and *seconded* by **Kim Menke**. The **motion carried unanimously**.

The committee discussed the Kentucky Career Center-KentuckianaWorks certification, noting its status as a comprehensive center and referencing its previous location across the street. Members reflected on a past meeting hosted there in May.

Next, the local board certification policy was addressed. Changes in language were introduced to clarify board member roles, aiming to eliminate confusion regarding representation and ensure that individuals only hold one position on the board. It was emphasized that the next round of board certifications is due by June 30, 2025.

The committee reviewed the CTE certification standard operating procedures, which aim to streamline student certification processes. A workgroup will be established to conduct periodic reviews, ensuring that certifications remain relevant to current workforce needs and incorporate business input.

KWIB MEMBERSHIP UPDATES

Alisher Burikhanov, Executive Director, KWIB opened the discussion by expressing gratitude to the executive committee members present. He reminded them that their service continues until officially notified otherwise through the executive order.

Next, **Kim Menke** announced his resignation as chairman of the Kentucky Workforce Board due to potential conflicts of interest stemming from his new consulting firm. He will continue to serve as past chair for the remainder of his term, and Lori will lead the meeting in his absence as vice chair.

Members expressed their appreciation for Kim's leadership and contributions, with Alisher highlighting the valuable knowledge he has shared during his tenure.

Alisher then introduced three new members joining the KWIB: **Lyndon Prior from the Louisville Urban League, Kevin Middleton from United Way of Kentucky, and Tom Lilienthal from Novelis**, a metals manufacturing plant in Guthrie, Kentucky. Alisher has welcomed them and provided relevant information about the board's operations. He noted that further changes in membership are expected due to recent retirements and transitions.

The committee also revisited the need to fill the workforce participation role, which became vacant when Amy rolled off the board. After discussion, there was strong agreement on **appointing Dr. JC Gregory**, the Executive Director of the Office of Adult Education at the Department of Workforce Development. His expertise in workforce participation and leadership skills were highlighted as valuable assets, particularly in supporting individuals facing barriers to employment.

Dr. Gregory expressed his appreciation for the opportunity and readiness to contribute. Alisher clarified that a formal vote was not necessary for this appointment, as it falls under the chair's discretion. Members indicated their support for Dr. Gregory's appointment.

Alisher concluded the segment by noting that the chair position is still pending a decision from the governor's office. He expressed interest in hosting a virtual orientation for the new members to provide them with a foundational understanding of the workforce board's objectives, especially given the upcoming busy season leading into January. He invited existing members to participate and share their knowledge.

EDUCATION AND LABOR CABINET UPDATES

Beth Brinly, Deputy Secretary, and Acting Commissioner, Education and Labor Cabinet (ELC) expressed gratitude to Kim for his contributions to the KWIB and highlighted three approved statewide reserve projects:

1. A grant for a two-year pre-apprenticeship training program for Iron Workers at North Point and Luther Lockett state institutions.
2. A career readiness class for women by the Painters and Allied Trades union, to be assessed after one cohort.
3. Cybersecurity training for long-term unemployed women to address the demand for over 900 positions in state and local government.

Deputy Secretary also shared news about a potential \$12.1 million [digital equity](#) grant to enhance access for targeted populations, including providing devices, affordable internet, cybersecurity, and digital literacy training. A recent stakeholder meeting attracted nearly 70 stakeholders.

Deputy Secretary presented additional digital equity initiatives, including marketing plans, curriculum development for digital literacy, and device refurbishment programs. She assured that infrastructure would be prepared for underserved areas gaining access, with partnerships established for hotspot availability.

Last, Deputy Secretary updated the executive committee on evolving business services strategies and announced an upcoming event on December 4th and 5th to discuss public-private partnerships and the next-generation of business services in Kentucky, the [Statewide Workforce and Talent Team](#).

GROUP DISCUSSION – KWIB STRATEGIC ADVANCE

Lori opened the discussion about the upcoming KWIB Strategic Advance meeting scheduled for November 20th and 21st at the Campbell House. She provided an outline of the agenda, emphasizing a two-day structure focused on current activities and future objectives. Day 1 will focus on the current status with a review of the [strategic plan](#), a SWOT analysis, and a snapshot of ongoing activities. Day 2 will look ahead to establish objectives and goals, including breakout sessions for committee discussions.

Lori requested that all members make an effort to welcome new attendees. It was highlighted that inviting area board chairs was a valuable move to encourage contributions from employers. Alisher confirmed good attendance and representation from various sectors, including local board chairs and Education and Workforce Collaborative members. He noted that the agenda is fully developed and ready for execution. The next steps include final preparations for the meeting and continued outreach to ensure robust attendance.

IN-DEMAND SECTOR IDENTIFICATION (VOTING REQUIRED)

Alisher outlined the selection process for identifying in-demand sectors in Kentucky's economy, which involved a two-phase approach. The first phase consisted of a quantitative group of business members who determined that focusing on wages, demand, and growth was key, with demand being the primary factor. This analysis consistently identified specific sectors.

The second phase included a qualitative group of leaders from education, training, and economic development, who reviewed the quantitative findings and identified five key sectors: (1) healthcare, (2) manufacturing & logistics, (3) construction, (4) education, and (5) professional, scientific, and technical services.

The discussion emphasized the importance of filling entry-level positions for career advancement and raised concerns about job sustainability, especially in education. Alisher noted the necessity for clear pathways into these fields, allowing local areas to customize the sectors as needed.

There was discussion about the timeline for formally announcing these sectors, which would occur after KWIB approval, though preliminary information had already been shared. The implications for funding and training programs, particularly in education, were also highlighted.

The proposed sectors were put to a vote, *motioned* by **Kim Menke**, and *seconded* by **Kim Humphrey**, and **passed unanimously**.

KWIB NEW BUSINESS

Alisher provided an update regarding the [local regional plans toolkit](#). Local boards will be developing their local and regional plans for the next four years, and the toolkit will serve as a self-assessment resource. It includes various tools aligned with statewide objectives, which can assist

local boards in their planning efforts. Additionally, a recommendation was made for conducting smaller scale listening sessions to enhance understanding of workforce development in Kentucky.

Key dates were highlighted: a review opportunity for the KCTCS statewide workforce report will take place on October 28th, where KWIB members are encouraged to participate. A preparatory webinar for the strategic advance is scheduled for November 7th. The 3rd Annual Veterans Symposium will be November 14th, for more information click [here](#). Finally, the Strategic Advance will be held on November 20th and 21st.

ADJOURNMENT

4:30 pm Vice Chair Lori Ulrich asked for a motion to adjourn; **Scott Pierce** *moved to adjourn* and was *seconded* by **Kim Menke** the meeting was adjourned.



Kentucky's Top Five In-Demand Sectors

Recently, the Kentucky Workforce Innovation Board (KWIB) voted to adopt Kentucky's top five in-demand sectors. The two-phase, data-informed identification and verification process is described below with sample occupations provided. Additionally, the KWIB voted to incorporate a five-year review process utilizing the two-phase approach of quantitative and qualitative analysis.

Kentucky's Top Five In-Demand Sectors:

1. Healthcare
2. Manufacturing and Logistics
3. Construction
4. Education
5. Professional, Scientific and Technical Services (PS&TS)

Background

The process of identifying the top five in-demand sectors in Kentucky took place through a two-phase approach, through a quantitative and qualitative review process. The data gathering and analysis was provided by the Kentucky Center for Statistics (KYSTATS).

The quantitative review process initiated in the

Sector Strategies Workgroup with membership consisting of KWIB members, business and industry representatives, education partners, government representatives and workforce development practitioners. The workgroup settled on the key quantitative data approach of reviewing occupations that are in-demand, experience growth, and have living wages. Specifically, the formula set by the quantitative group:

1. Entry Annual Wages OR Median Wages (25%)
2. Occupational Demand (50%)
3. Growth Rate (25%)

Importantly, the business members of the workgroup emphasized the importance of occupational demand and giving it more percentage weight above the other elements. The list of key occupations was then connected to their respective industry sectors. The quantitative workgroup reviewed various ranking methods in the review process (i.e. incorporating location quotient) and ultimately settled on the fact that all methods lead to similar sector output.

Once the quantitative workgroup agreed on



the formula and the data derived, the work of the qualitative workgroup began. The qualitative workgroup consisted of statewide education and training organizations that not only administer various training dollars, but also understand industries that may be experiencing growth in the future not yet reflected in data.

Example Occupations

1. Healthcare

- a. Registered Nurse
- b. Medical and Health Services Managers
- c. Nurse Practitioner
- d. Substance Abuse, Behavioral Disorder and Mental Health Counselors
- e. Clinical Laboratory Techs

2. Manufacturing and Logistics

- a. Assemblers and Fabricators
- b. Inspectors, Testers, Sorters, Samplers and Weighers
- c. Machinist
- d. Industrial Production Managers
- e. Heavy and Tractor-Trailer Truck Drivers

3. Construction

- a. Construction Laborers
- b. Carpenters
- c. Electricians
- d. Plumbers, Pipefitters and Steamfitters
- e. Project Management Specialists

4. Education

- a. Elementary School Teachers
- b. Secondary School Teachers
- c. Middle School Teachers
- d. Educational, Guidance and Career Counselors and Advisors
- e. Postsecondary Teachers

5. Professional, Scientific and Technical Services

- a. Software Developers
- b. Management Analysts
- c. Paralegals and Legal Assistants
- d. Computer User Support Specialists
- e. Market Research Analysts and Marketing Specialists

Impact and Future Review

Identifying these sectors allows Kentucky to focus time and investment into growing the opportunities in industries and occupations that are in high demand, are experiencing growth and pay living wages. Investment in these sectors and occupations go beyond Workforce Innovation and Opportunity Act (WIOA) as the Kentucky workforce development ecosystem operates in a collaborative and strategic direction.

The five in-demand sectors provide a statewide lens, while local workforce development boards can incorporate additional two sectors that are reflective of their local economies.

In addition to adopting the top five in-demand sectors, the KWIB voted to incorporate a review process every five years utilizing the two-phase approach of quantitative and qualitative review.

Kentucky Workforce Innovation Board

500 Mero Street, 4th Floor

kwib.ky.gov