



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

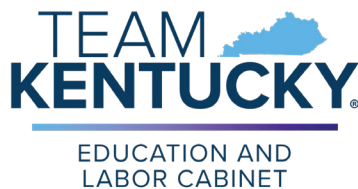
Alisher provided an update regarding the [local regional plans toolkit](#). Local boards will be developing their local and regional plans for the next four years, and the toolkit will serve as a self-assessment resource. It includes various tools aligned with statewide objectives, which can assist

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.



**KWIB EXECUTIVE COMMITTEE
AGENDA
October 24th 2024
3:00pm EST – 4:30pm EDT
virtual**

Join Zoom Meeting

<https://us06web.zoom.us/j/89255250720?pwd=nyxqpcNlOE8TZyanFpxdZlybNHdhFr.1>

Meeting ID: 892 5525 0720

Passcode: 272493

3:00pm Call Meeting to Order.....*Lori Ulrich, Vice- Chair
Fleming-Mason Energy*

- Approval of 08/12/24 minutes

3:05pm Review of Consent Agenda (Voting Required)*Lori Ulrich, Vice- Chair;
Alisher Burikhanov, Executive Director, Kentucky Workforce Innovation Board*

- Kentucky Career Center One-Stop Certification
- Local Board Certification Policy
- CTE Certification Standard Operating Procedures

3:15pm KWIB Membership Updates*Alisher Burikhanov*

3:25pm Education and Labor Cabinet Updates*Beth Brinly, Deputy Secretary
Education and Labor Cabinet*

- Statewide Reserve Recommendations
- Digital Equity Update
- Education & Workforce Collaborative: Sector Strategies

3:40pm Group Discussion – KWIB Strategic Advance*Lori Ulrich, Vice- Chair*

4:00pm In-Demand Sector Identification (Voting Required)*Alisher Burikhanov*

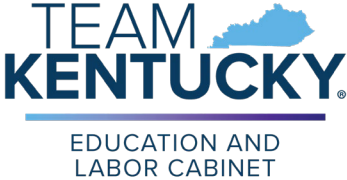
4:15pm KWIB New Business*Alisher Burikhanov*

- [Local and Regional Plans Toolkit](#)

Upcoming Dates:

- KWIB Feedback: KCTCS Statewide Workforce Report - 10/28
- KWIB Strategic Advance Prep Webinar 11/7
- Veterans Employment and Training Symposium - 11/14
- KWIB Strategic Advance 11/20 & 11/21

4:30pm Adjournment*Lori Ulrich, Vice- Chair*



**KWIB Executive Committee Meeting
October 24, 2024, 3:00 pm EDT**

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KWIB Executive Committee Meeting

DRAFT MINUTES

August 1st; 1:00pm – 2:30 pm ET

Via Zoom

Committee Member Attendance: Kim Menke, Lori Ulrich, LaKisha Miller proxy for Beth Davisson, Scott Pierce, Kim Humphrey, Johnny Collett

Staff: Deputy Secretary Beth Brinly, Sam Keathley, Alisher Burikhanov, Debbie Dennison, Elishah Taylor, LaChrista Ellis

1:01pm CALL TO ORDER

Kim Menke, Chair, Regional Director, Toyota Motor North America (TMNA) welcomed everyone and called the meeting to order. He turned to the agenda and asked for discussion or vote around the last meetings minutes. **Scott Pierce** *motioned* to approve the minutes and Johnny Collett *seconded*. None opposed and motion **passed unanimously**.

Kim recognized the changes affecting the makeup of the board, including the Executive Committee. The term of Amy Luttrell, Goodwill Industries of Kentucky, has ended. The replacement for Amy Luttrell is **Annissa Franklin** with Lexington Urban League. **Johnny Collett** - Human Development Institute, **Dianne Owens** – Four Rivers Foundation, and **Sahas Kulkarni** – IT Consultant were reappointed. Those rolling off the Board on October 7, 2024 include **Heidi Margulis**, Healthcare Consultant; **Scott Pierce**, Labor and Workforce Consultant; **Terry Sexton**, Labor Representative; and **Lori Ulrich**, KWIB Vice Chair, Human Resources Director, Fleming-Mason Energy Cooperative.

Education and Labor Cabinet Updates

Kim Menke thanked the parting members for their work and asked **Beth Brinly, Deputy Secretary, and Acting Commissioner, Education and Labor Cabinet (ELC)** to provide cabinet updates. Deputy Secretary Brinly shared an overview of the topics discussed during the Interim Joint Committee (IJC) for Economic Development and Workforce Development [meeting](#). Broadly the discussion was around current initiatives across the state, and the forward-facing efforts. Presentation slides can be found in the post meeting packet.

Deputy Secretary Brinly also shared updates on the collaborative work with the Statewide Workforce and Talent Team (*SWATT*). Information can be found in the post meeting packet. She shared successes with **public-private partnerships**, including work done by the **Kentucky Chamber Foundation** in supporting employers and the populations they need through the employer academies model. She shared updates around [identified workforce pipelines](#) and discussed possible legislative support efforts behind those pipelines. She lifted the need for additional *transportation* to equip those with disabilities to further be a part of the workforce, along with the need for additional outreach resources. She provided details around the success of *Putting Kentuckians First / Jobs on Day One* and lifted up the collaboration among cabinets and workforce partners. She shared the recently introduced statewide training platform, [Ready for Industry](#), noting all Kentuckians can access to upskill and/or choose a career pathway within one of the top national identified in-demand sectors. She pointed to the on-going work of the Education and Workforce Collaborative

(Collaborative) in aligning resources and continuous improvement in services provided. She shared the on-going partnerships and collaboration with local workforce development areas. She spotlighted some **best practices efforts** across the state including work with *New Americans* in the South Central Workforce Development Area, and initiatives outside of Workforce Innovation and Opportunities Act (WIOA) funds to **engage additional youth** populations. Looking forward, she shared the Cabinet's on-going, intentional work to attract and retain talent.

Additionally, she provided updates to Statewide Reserve (SWR) applications and identified four (4) currently under review. She highlighted the regional collaboration in the applications and new initiatives to engage populations that may have barriers or other challenges in gaining sustainable employment.

Further, she provided updates to the [Digital Equity](#) grant initiative and shared the state's capacity plan had been submitted. While Kentucky will be receiving funding over five years for this program, she shared that more funding and partnership will be needed to fulfill the plans for digital equity. She provided an overview of the eight (8) primary projects in the plan.

Discussion was had around how libraries are incorporated into the Digital Equity plan. Since libraries are community anchors, and often times are the primary lenders of internet hot spots for citizens. The libraries also provide training and computer literacy in complement to career center location offerings. Part of the Digital Equity plan is to further train partners in the workforce ecosystem and provide consistent outreach (marketing of resources, services, and locations available) to inform citizens. [Kentucky's Digital Equity Plan can be found here.](#)

Kim Menke thanked Deputy Secretary Brinly for the updates.

KWIB Strategic Advance

Chair Kim Menke shared the intent of the meetings to be held on November 20 and 21st, at the Campbell House in Lexington, KY. He shared that while the Strategic Plan approved in 2018 had been a guidepost for the last several years, it was time to review what has been accomplished, take the temperature on where we are, what is needed, and build a roadmap on what to accomplish next.

He shared that the two-day *Advance* will be facilitator-led and walked through the skeleton agenda and asked for any questions or discussion. Newer members lifted a request to have a preview of what to expect during those days. A packet will be provided to members prior to the event to provide perspective of the event. The current [Strategic Plan](#) will serve to frame the conversations and breakout discussions will take place. Chair Menke added that he is encouraging members to stay overnight for networking and collaboration. Stakeholders to be included in the event will be members of the KWIB, members of the Collaborative and local area workforce Chairs; proxies would be welcome for those not able to make it. Additional logistics will be provided in the coming weeks to invitees. Chair Menke turned the floor to **Alisher Burikhanov, Executive Director, KWIB** for initiatives and involvement.

KWIB Initiatives and Involvement

Alisher began by adding that data on workforce development initiatives from the Strategic Plan gathered by the Kentucky Center for Statistics (KYSTATS) will be shared at the *Strategic Advance* to provide a scorecard of what has been accomplished over the last several years. Chair Menke added

that as we score the initiatives, we need to understand that while “green” (accomplished) scores are good, we can learn from and find opportunities in those initiatives that were not completed or successful (denoted as “yellow” or “red”).

Additionally, Alisher thanked Chair Menke and **Toyota** for their invitation to share in the [4T Academy KY](#) announcement held at Toyota earlier this week. It is a *public-private partnership* in youth development allowing youth to earn while they learn. Alisher also thanked Scott Pierce and the team at the **International Union of Operating Engineers, Local 181** who held an open house at their Apprenticeship and Training facility in Boston, KY this week. These training and career pathways continue to offer options for youth and adults entering the workforce.

Alisher shared the **certifications and re-certifications** of career center locations that will be lifted through consent agenda at the upcoming KWIB quarterly board meeting to be held on August 15th. Discussion was had around the opportunities that career center (affiliate and access point) locations provided to Kentucky citizens. More information on the resources may be found [here](#). Discussion was had around the partnerships and agreements held at those locations.

Alisher shared that **Local and Regional Plans** are due by the Local Workforce Development Areas (LWDAs) by *June 30, 2025*. A Department of Workforce Development (DWD) workgroup has been created to prepare and distribute tools and resources to help the LWDAs align to the work of the approved [2024-2027 WIOA State Plan](#). Discussion was had around anticipation of WIOA reauthorization and its possible impact.

Alisher shared that regional targeted population numbers had been identified and will be added to the [workforce pipeline graphic](#). He continued that this information is being utilized by other cabinets seeking to identify targeted population pools and untapped talent for employers. Discussion was had around the regions and further refining the information provided.

Alisher shared that the **next KWIB quarterly meeting** will be in Frankfort on August 15th at 1:30pm ET at the Kentucky Department of Education (KDE) building, 300 Sower Blvd. He invited the committee to share ideas they would like lifted at upcoming meetings. He shared the draft agenda and encouraged members to appear in-person. He asked the committee chairs if they would like the opportunity to meet with DWD leadership prior to the KWIB quarterly board meeting and they confirmed. Alisher then yielded his time to Deputy Secretary Brinly for additional Collaborative updates.

Deputy Secretary Brinly shared that at the **Collaborative Board meeting held July 18, Youth Services, Resources and Needs** was the topic. Discussions around best practices held in Ohio and the importance of trauma informed resources were lifted. She pointed to the [resources packet](#) that was created. For more information, please refer to the meeting minutes located on the [website](#). Additionally at that meeting, the resource guide completed by the **Veterans workgroup** was provided and can be accessed [here](#). She concluded her updates emphasizing the importance of public-private partnerships and lifting best-practices for streamlining services to provide the greatest impacts for those in need of assistance or state provided resources.

Chair Menke asked the committee for any additional business. There was none. He thanked them for their time and participation.

ADJOURNMENT

2:21pm Chair Menke asked for a motion to adjourn; Scott Pierce moved to adjourn and the meeting was adjourned.

Action Items:

- Workforce pipeline graphic updates
- Calendar invitation for committee chairs meeting for 8/15
- Create advance packet for KWIB Strategic Advance in November

DRAFT



October 24, 2024
Consent Agenda Item

Kentucky Career Center (KCC):
Comprehensive Center

KCC One-Stop Certification and Recertifications

Recommendation

The following Kentucky Career Center has been reviewed and recertified by their respective Local Workforce Development Boards.

Department of Workforce Development (DWD) staff have received and reviewed all necessary documentation required for certification and the below are recommended for approval of KCC One-Stop certifications.

Local Workforce Development Area	Center Location	Center Type	Previous Type
KentuckianaWorks	Goodwill Opportunity Center, 2820 W. Broadway, Louisville, KY 40211	Comprehensive Center	Partner Location

Comprehensive Kentucky Career Centers offer customized career exploration, training, support, and employment services to career seekers and businesses. These comprehensive services give career seekers the tools they need to succeed in today's job market and connect employers to a pool of competent personnel they need to compete in the economy and reassure them in their hiring process.

To learn more about the item listed in the consent agenda above, please click the link to access the relevant information on Google Drive:

https://drive.google.com/drive/folders/1kdfGleH0teWi9FgOEIL2SrBWHsXKTY4x?usp=drive_link

We anticipate the following location to apply I the upcoming quarter:

Bluegrass Workforce Development Board



POLICY

COMMONWEALTH OF KENTUCKY
DEPARTMENT OF WORKFORCE DEVELOPMENT
AND
KENTUCKY WORKFORCE INNOVATION BOARD

POLICY NAME: WIOA Local Workforce Development Board Composition, Membership, Certification, and Functions

POLICY NUMBER: 15-001

DATE OF ISSUE: Reissued November, 2024

EFFECTIVE DATE: July 1, 2015

Deleted: ay 30, 2023

Deleted: October

APPLIES/OF INTEREST TO: Local Workforce Development Boards (LWDBs), LWDB Staff, Local Workforce Development Areas (LWDAs) staff, Kentucky Workforce Innovation Board, and Chief Local Elected Officials (CLEOs)

FOR FURTHER INFORMATION CONTACT: kwib.projects@ky.gov

PURPOSE: This policy provides guidance and clarification regarding LWDB composition, membership, and functions as well as the board certification process.

POLICY:

I. Local Workforce Development Boards

Local Board Composition. Section 107 of the Workforce Innovation and Opportunity Act (WIOA) states that “there shall be established, and certified by the Governor of the State, a local workforce development board in each local area of a State to carry out the [required] functions ... The Governor, in partnership with the State board, shall establish criteria for use by chief elected officials in the local areas for appointment of members of the local boards in such local areas” WIOA Section 107(b)(2) provides the composition of the local boards, which is as follows:

- a. **BUSINESS REPRESENTATIVES:** A majority [51%] of the members of each local board shall be representatives of business in the local area, who — (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority; (ii) represent businesses, including small businesses, or organizations representing businesses

described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; and (iii) are appointed from among individuals nominated by local business organizations and business trade associations.

- NOTE: Representatives from private not-for-profit entities that operate as businesses and are employers may be considered business sector members on the local boards. The not-for-profit entities should align with the key industry sectors for the state and the local area. Representatives from proprietary schools cannot be considered a business sector member. The minimum number of business representatives on a local board is ten (10), and at least two (2) of those business representatives must represent small business. See 20 CFR 679.320(b).
- b. **WORKFORCE REPRESENTATIVES (Labor, Community Based Organization and Youth Serving Organizations):** Not less than 20 percent of the members of each local board shall be representatives of the workforce within the local area, who — (i) shall include two (2) or more representatives of labor organizations (for a local area in which employees are represented by labor organizations), who have been nominated by local labor federations, or for a local area in which no employees are represented by such organizations other representatives of employees; (ii) shall include at least one (1) representative who shall be a member of a labor organization or a training director, from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists; (iii) may include representatives of community based organizations that have demonstrated experience and expertise in addressing the employment 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 (iv) may include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.
- NOTE: The minimum number of workforce representatives is four (4). Where possible, the local boards are strongly encouraged to align board membership with designated state or local job sectors.
- c. **EDUCATION AND TRAINING REPRESENTATIVES:** Each local board shall include representatives of entities administering education and training activities in the local area, who — (i) shall include at least one (1) representative of eligible providers administering adult education and literacy activities under title II; (ii) shall include at least one (1) representative of institutions of higher education providing workforce investment activities (including community colleges); and (iii) may include representatives of local educational agencies, and of community-based organizations

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with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

- NOTE: The minimum number of education and training representatives is two (2). [The representative for adult education and literacy activities under Title II and the representative of institutions for higher education providing workforce investment activities \(including community colleges\) cannot be the same local board member.](#)

d. GOVERNMENT AND ECONOMIC DEVELOPMENT REPRESENTATIVES: Each local board shall include representatives of governmental and economic and community development entities serving the local area, who — (i) shall include at least one (1) representative of economic and community development entities; (ii) shall include at least one (1) representative from the State employment service office under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) serving the local area; (iii) shall include at least one (1) representative of the programs carried out under Title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732, 741), serving the local area; (iv) may include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance; and (v) may include representatives of philanthropic organizations serving the local area.

- NOTE: The minimum number of government and economic development representatives is three (3).

e. OTHER MEMBERS: Each local board may include such other individuals or representatives of entities as the chief elected official in the local area may determine to be appropriate.

f. [DUAL REPRESENTATION: A local board 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.](#)

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g. CHAIRPERSON: The local board must elect a chairperson from among the business representatives on the board.

Member Qualifications. WIOA Section 107(b)(5) states that “[m]embers of the board that represent organizations, agencies, or other entities shall be individuals with optimum policymaking authority within the organizations, agencies, or entities. The members of the board shall represent diverse geographic areas within the local area.”

Standing Committees. The local board may designate and direct the activities of standing committees to provide information and to assist the local board in carrying out activities under

WIOA. Such standing committees shall be chaired by a member of the local board, may include other members of the local board, and shall include other individuals appointed by the local board who are not members of the local board and who the local board determines have appropriate experience and expertise. WIOA Section 107(b)(4) describes various types of allowable standing committees, and Section 107(b)(4)(B) allows additional committees. DWD encourages local boards to create committees that include non-board members and are led by the private sector.

Quorum. DWD defines “quorum” as a simple majority (51%) of local board members, excluding vacancies, AND of those members in attendance, 51% or more shall be a combination of business and workforce representatives.

Member Appointments / Vacancies / Removal / Proxy. LWDB member appointments must be signed by the appointing CLEO and submitted to the DWD. LWDB members who no longer hold the position or status that made them eligible local board members must resign or be removed by the CLEOs immediately as a representative of that entity (e.g., no longer work in the private sector or no longer with an educational institution). LWDB members replacing out-going members mid-term will serve the remainder of the out-going member term. LWDB vacancies must be filled within a reasonable amount of time of the vacancy as determined by the LWDA, but no later than 90 days from occurrence.

The CLEO in a LWDA is authorized to make reappointments of members. Reappointments must be made within a reasonable amount of time of the term expiration, but no later than 90 days. Any action taken by a LWDB, with a vacancy or term expiration beyond the time period described in the LWDB bylaws or later than the 90 days per this policy shall be void unless the LWDB has an approved waiver from the DWD prior to the LWDB meeting. Waivers are to be requested in writing to the DWD with an explanation of why a vacancy was not filled in the defined timeframe and a description of the process underway to fill the vacancy.

LWDB members must be removed by the CLEO(s) if any of the following occurs: documented violation of conflict of interest, failure to meet LWDB member representation requirements, or documented proof of fraud and/or abuse. LWDB members may be removed for other reasons outlined in the LWDB bylaws such as attendance. The DWD strongly encourages LWDBs to establish and enforce attendance guidelines for its members. The bylaws must define the specific criteria that will be used to establish just cause for such removal and the process that will be required to document proof as well as any appeal process

If a member of a local board is unable to attend a meeting and wishes to send a proxy, the proxy must be from the same category of representation/membership as the member.

Concentrated Employment Programs. In the case of an area that was designated as a local area in accordance with Section 116(a)(2)(B) of the Workforce Investment Act of 1998 (as in effect on the day before the enactment date of WIOA), and that remains a local area under WIOA, the governing body of the concentrated employment program involved shall act in consultation with the chief elected official in the local area to appoint members of the local board, in accordance

with the State's criteria and to carry out any other responsibility relating to workforce investment activities assigned to such official under WIOA.

II. Appointment and Certification of Board

Appointment of Board Members and Assignment of Responsibilities. The chief elected official in a local area is authorized to appoint the members of the local board for such area in accordance with WIOA Section 107(c).

Board Certification Process. In accordance with WIOA Section 107(c)(2), the Governor shall, once every two years, certify one local board for each local area in the State. Failure of a local board to achieve certification shall result in appointment and certification of a new local board for the local area pursuant to the process described in WIOA.

Certification shall be attained through a written and completed Local Workforce Development Board Certification Checklist provided by the LWDBs to the Kentucky Workforce Innovation Board (KWIB) that contains the required elements and documentation for certification. *See* Attachment A (Checklist). The Local Workforce Development Board Certification Checklist shall be provided to the KWIB no later than June 30th of odd-numbered years (i.e., 2023, 2025, 2027, 2029, 2031, etc.). The KWIB's staff will review the certification documentation provided by a local board and make a recommendation to the KWIB for review and action at the next KWIB meeting following receipt of documentation.

The Local Workforce Development Board Certification Checklist shall include the following:

1. A complete list of the local board members, the category of their respective representation (e.g., business, workforce, education, government), and any entities they represent;
2. Documentation showing a majority of the board members are business representatives;
3. Documentation showing that at a minimum, twenty (20) percent of members are representative of workforce within the local area; and
4. Documentation showing that the board members are representative of diverse geographical locations within the local area.

The KWIB and the LWDBs shall post the local boards' membership rosters on their respective websites within ten (10) business days when there is a change in membership.

Decertification. The Governor shall have the authority to decertify a local board at any time after providing notice and an opportunity for comment, for (i) fraud or abuse or (ii) failure to carry out the functions specified for the local board in WIOA. The Governor may also decertify a local board if a local area fails to meet the local performance accountability measures for such local area in accordance with WIOA Section 116(c) and 20 CFR 679.370 for 2 consecutive program years. If the Governor decertifies a local board for a local area, the Governor may require that a new local

board be appointed and certified for the local area pursuant to a reorganization plan developed by the Governor, in consultation with the chief elected official in the local area in accordance with the criteria established under WIOA.

III. Functions of the Local Board

Consistent with WIOA Section 108 and 20 CFR 679.370, the functions of the local boards shall include the following:

1. Local Plan
2. Workforce Research and Regional Labor Market Analysis
3. Convening, Brokering, Leveraging
4. Employer Engagement
5. Career Pathways Development
6. Proven and Promising Practices
7. Technology
8. Program Oversight
9. Negotiation of Local Performance Accountability Measures
10. Selection of Operators and Providers
11. Coordination with Education Providers
12. Budget and Administration
13. Accessibility for Individuals with Disabilities

Details for each function listed above are located in WIOA Sec. 107(d).

Bylaws. LWDBs must establish bylaws reflecting a regional focus per WIOA guidelines. The bylaws must include LWDB and CLEO agreements with the fiscal agent or grant subrecipient regarding payment processes and procedures.

Sunshine Provision. The LWDBs shall make available to the public, on a regular basis through electronic means and open meetings, information regarding the activities of the local boards, including information regarding the local plan prior to submission of the plan, and regarding membership, the designation and certification of one-stop operators, and the award of grants or

contracts to eligible providers of youth workforce investment activities, and on request, minutes of formal meetings of the local board.

Staff. The local board may hire a director and other staff to assist in carrying out the functions described in WIOA Sec. 107(d). The local board shall establish and apply a set of objective qualifications for the position of director that ensures that the individual selected has the requisite knowledge, skills, and abilities, to meet identified benchmarks and to assist in effectively carrying out the functions of the local board. The board director and staff shall be subject to the limitations on the payment of salaries and bonuses described in WIOA Section 194(15).

Limitations. No local board may provide training services. A local board may provide career services through a one-stop delivery system or be designated or certified as a one-stop operator only with the agreement of the chief elected official in the local area and the Governor. For the Governor to approve, the local board must:

1. have been selected as the One-Stop Operator and/or Career Services Provider through a competitive procurement process facilitated by a state agency or private sector organization. The Governor must approve the entity that facilitates the competitive procurement process;
2. develop a written agreement, to be submitted to the State, with the LWDB and the CLEO(s) to clarify how the organization will carry out its responsibilities while demonstrating compliance with WIOA and corresponding regulations, the Uniform Guidance, and conflict of interest policies of both the State and the organization or entity performing multiple functions;
3. use a process and Request for Proposal (RFP) that has been reviewed and approved by the DWD;
4. be identified as the highest scorer at the completion of the process; and
5. in cases where the local board has previously provided services, have met performance accountability measures and achieved sustained fiscal integrity.

Conflict of Interest. A member of a local board, or a member of a standing committee, may not (1) vote on a matter under consideration by the local 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; or (2) engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the Kentucky WIOA State Plan. A conflict of interest is also present when a member of an entity that issues an RFP or that member's relative as defined in KRS 11A.010(4) is or has been affiliated with a bidder that seeks designation as a fiscal agent, grant sub-recipient, One-Stop Operator and/or Career Services Provider. In that situation, the member of the RFP-issuing entity shall recuse themselves from the procurement and/or designation process. If, as a result of the recusal, there is less than a quorum for the RFP-issuing entity, the Governor shall select and designate the successful bidder.

Alternative Entity. The State will not recognize or use any alternative local entity.

REFERENCES: WIOA Sec. 107 (b), (c), (d), (e), (f), (g), (h), (i); WIOA Sec. 108; WIOA Section 194(15); 20 CFR 679.320; [Commonwealth of Kentucky, Executive Order 2020-857](#); 20 CFR 679.330; 20 CFR 679.350; 20 CFR 679.370; 20 CFR 679.390; 20 CFR 679.400; 20 CFR 679.410; 20 CFR 679.430

Standard Operating Procedure (SOP): Annual Program Area Reviews

Purpose

This SOP establishes the procedure for reviewing the Valid Industry Certification List to ensure its clarity and alignment with the Program of Studies and Technical Education Database System (TEDS) for the upcoming academic year.

Scope

This SOP applies to the Valid Industry Certification List created in collaboration with the Kentucky Department of Education (KDE) and Kentucky Workforce Innovation Board (KWIB).

Roles and Responsibilities

1. **OCTE:** Responsible for initiating annual program area reviews coordinating with program consultants, business and education alignment taskforce (BEAT), and TEDS coordinator.
2. **Program Consultants:** Offer expert guidance on the identification and alignment of industry certifications with state-approved pathways. If necessary, consult with BEAT for industry recommendations regarding additions or removals of certifications.
3. **BEAT:** Partner with consultants to analyze industry certification, identify new pathway alignments, or recommend removals and/or additions based on vendor-initiated changes.
4. **TEDS Coordinator:** Ensures the industry certification list is presented in a clear, concise, and consistent manner to facilitate effective cross-referencing with the TEDS.
5. **KWIB Committees:** Responsible for reviewing and approving recommendation(s) to remove or add industry certifications.

Procedure

1. **Annual Program Area Review:**
 - OCTE conducts an annual review of program area industry certifications and identifies updates that will enhance the utilization and implementation of the Valid Industry Certification List by districts and business and industry partners.
 - Identify areas for potential updates include correcting naming conventions, typos, vendor updates, removals, additions, or realignments.

2. **Consultant and BEAT Involvement:**

- Program consultants engage BEAT to assess the effectiveness of approved industry certifications and provide expert opinions on suitability of standalone or stacked offerings with other industry certifications to effectively reflect end-of-program assessment.
- Program consultants offer guidance on pathway standards, alignment with industry certification assessment blueprints, and approved industry certification usage.
- BEAT provides insights into industry certification usage, effectiveness of content assessment, and alignment with business and industry requirements.

3. **Recommendation Development:**

- Based on the analysis and input from consultants and BEAT, a recommendation may be made for the industry certification(s), which may include:
 - **Removal:** If the industry certification no longer aligns with state-approved pathways and/or industry needs, it will be recommended for removal with phase out date.
 - **Addition:** If vendor-initiated changes necessitate the replacement of a previously approved industry certification, the newly revised certification may be recommended for inclusion.
 - **Realignment:** If industry certification(s) can be integrated with another state-approved pathway, a recommendation for modifying pathway alignments may be completed.

4. **Consultant and TEDS Coordinator involvement:**

- Program consultants address minor issues such as naming conventions, spelling errors, and other discrepancies.
- TEDS coordinator ensures the industry certification list is clear, concise, and aligned with the TEDS.

5. **KWIB Presentations:**

- The OCTE presents the recommendations to the CTE Certification Review Working Group and the Education Attainment Committee, providing justification and supporting evidence.
- The CTE Certification Review Working Group and the Education Attainment Committee review the recommendation(s) and provide feedback, questions, or requests for additional information.

6. **Approval:**

- If approved by the CTE Certification Review Working Group and the Education Attainment Committee, the recommended actions are voted on by the KWIB Board.

Standard Operating Procedure (SOP): Outdated Pathways Industry Certification(s) Review and Recommendation

Purpose

This SOP outlines the process for identifying, reviewing, and recommending actions for industry certifications previously approved by the Kentucky Workforce Innovation Board (KWIB) that are aligned to outdated or deprecated pathway identified by the Kentucky Department of Education (KDE) Office of Career & Technical Education (OCTE).

Scope

This SOP applies to the Valid Industry Certification List created in collaboration with the Kentucky Department of Education (KDE) and Kentucky Workforce Innovation Board (KWIB).

Roles and Responsibilities

- 1. OCTE:** Responsible for identifying and flagging outdated or deprecated pathways.
- 2. Program Consultants:** Provide expert consultation on industry certification(s) to assess their relevance and alignment with current state-approved pathways and evolving industry needs.
- 3. BEAT:** Collaborate with consultants to analyze industry certification usage and identify opportunities for realignment or recommendation for removal.
- 4. KWIB Committees:** Responsible for reviewing recommendations and, if necessary, approve or deny a recommendation for removal.

Procedure

1. Program Pathway Review:

- OCTE will regularly review their pathways to identify signs of obsolescence, such as low usage, outdated content, or lack of alignment with current business needs.
- Determination of pathway deprecation will be made by OCTE leadership.

2. Consultant Involvement:

- The program area consultant evaluates the pathway's industry certifications and explores potential for integration with other program pathways.
- Consultants offer expert evaluations of the industry certification assessment blueprint and pathway standards to assess student preparedness for successful completion.

3. BEAT Collaboration:

- Program area consultants' partner with BEATs to analyze industry certification utilization data, evaluation of assessed content, and alignment with business and industry requirements.
- BEAT offers insights into integration with other program pathways. An evaluation will be conducted to assess whether the certification can be effectively aligned as an end-of-program assessment, determining its suitability as a standalone or stacked offering with other industry certifications.

4. Recommendation Development:

- Based on the analysis and input from consultants and BEAT, a recommendation is made for the industry certification(s), which may include:
 - **Removal:** If the industry certification no longer aligns with state-approved pathways and/or industry needs, it will be recommended for removal with phase out date.
 - **Realignment:** If the industry certification can be realigned with another state-approved pathway, a recommendation to list the certification as a standalone or stacked option will be provided.

5. KWIB Presentations:

- The OCTE presents the recommendations to the CTE Certification Review Working Group and the Education Attainment Committee, providing justification and supporting evidence.
- The CTE Certification Review Working Group and the Education Attainment Committee committees review the recommendation(s) and provide feedback, questions, or requests for additional information.

6. Approval:

- If approved by the CTE Certification Review Working Group and the Education Attainment Committee, the recommended actions are voted on by the KWIB Board.



ANDY BESHEAR
GOVERNOR

EXECUTIVE ORDER

Secretary of State
Frankfort
Kentucky

2024 – 684
October 10, 2024

By virtue of the authority vested in me by Sections 69 and 81 of the Kentucky Constitution and Executive Order 2020-857, I, Andy Beshear, Governor of the Commonwealth of Kentucky, do hereby appoint the following as members of the Kentucky Workforce Innovation Board to serve for terms expiring October 9, 2027:

Lyndon Pryor, Louisville, representing the workforce, to replace Sadiqa Reynolds, Louisville, who resigned and whose term subsequently expired;

Kevin Middleton, Louisville, representing the workforce, to replace Keith Sparks, Grayson, whose term has expired; and

Tom Lilienthal, Bowling Green, representing business, to replace Jonathan Webb, Lexington, who resigned and whose term subsequently expired.

Please issue commissions to them.


ANDY BESHEAR, GOVERNOR
Commonwealth of Kentucky

MICHAEL G. ADAMS
Secretary of State

Advancing Sector Strategies:

Insights and Innovations for USDOL's Updated Sector Strategies Framework



Advancing Evidence.
Improving Lives.

Education and Workforce Collaborative Board Meeting, October 17, 2024

In September 2024, ETA released an updated Sector Strategies Framework to guide national, state, and local practitioners in their efforts to launch and implement effective sector strategies. Harnessing lessons learned from the field, the Framework is intended to advance knowledge and support the development, scaling, and sustainability of sector strategies. It provides workforce system practitioners with a clear picture of the concepts and elements essential to the successful implementation of sector partnerships and sector strategies.

Contents of the Framework

The Framework, shaped by sector strategies research and consultation with experts and practitioners, identifies crucial elements and components essential for effective sector strategies. The Framework includes:

- Background, including a vision and value proposition;
- Definitions of key terms;
- Clear delineation of roles and functions within sector partnerships, emphasizing the intermediary's pivotal role; and
- Key elements and core components of successful sector partnerships and strategies.

Implementing Sector Strategies and the Framework

Sector strategies are a critical model for addressing workforce and talent development needs at a regional scale, while advancing career opportunities in good jobs and promoting economic mobility for workers, job seekers, and learners. Sector strategies represent an industry-driven, community-supported, and worker/learner-focused approach—a proven model that engages industry with workforce partners to address workforce development needs effectively.

Sector strategies guide collaborative efforts to identify talent development needs and implement regional solutions, enhancing workforce partners' relevance, efficiency, performance and outcomes, and equity and job quality.

Tools & Resources

These companion tools are designed to assist practitioners at all stages of their sector partnership journey.

- [Introduction Webcast](#): Introduction to the Framework and its core components and key elements.
- [Implementation Guide and Self-Assessment and Action Planning Tool](#): Resources to help practitioners implement the Framework and assess and strengthen existing sector strategies efforts.
- [ETA Blog Post](#): "Demand-driven training: Reimagining sector partnerships to build career pathways"
- [Training and Employment Notice No. 08-24](#): Release and Availability of Updated 2024 U.S. Department of Labor's Sector Strategies Framework
- [Virtual Training Series](#): Learn more about the Framework and strategies to implement and scale sector strategies by viewing each session in this three-part series.

Skeleton Agenda – KWIB Strategic Advance

Day One: Wednesday, November 20th (10am-4:30pm)

Goals:

- Scorecard of Strategic Plan
- Overview of statewide initiatives
- Strengths, Weaknesses, Opportunities, and Threats Analysis

Proposed Schedule:

10am: Opening and Welcome

10:30am: Overview of Goals

11:30am: SWOT Overview

Noon: Lunch

1:15pm – 3:20pm: Breakout Rotation

3:20pm – 3:40pm: Networking Break

3:40pm – 4:30pm: Plenary Session on SWOT Findings

4:30pm – 4:45pm: First Day Closing Remarks

5:00pm – 6:30pm: Reception & Networking

Day Two: Thursday, November 21st (7:30am – 12:15pm) & KWIB (1:30pm – 3:30pm)

Goals:

- Creating priorities and proposing key strategies

730a-8am: Breakfast

8am – 8:20am: Day Two Opening and Welcome

8:30am – 11:15am: Breakout Room Rotation

11:15 am: Networking Break

11:30am – Noon: Plenary Session on Strategic Priorities

Noon – 12:15pm: Closing Remarks

Identifying Kentucky Top Five In-Demand Sectors

In the last year, the process of identifying the top five in-demand sectors in Kentucky has taken 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.

Through the two-phase approach, Kentucky settled on the below five sectors through a data-driven approach and verification.

Five Sectors:

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

Example occupations under the sectors:

1. Healthcare

- a. Registered Nurse & Nurse Practitioner
- b. Medical and Health Services Managers
- c. Registered Nurse
- 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

Identifying these sectors will allow 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. However, specific to WIOA, the five in-demand sectors provide a statewide lens, while local development boards can incorporate additional two sectors that are reflective of their local economies.

Kentucky PY2025 – PY2028 Workforce Development Local and Regional Plans Toolkit

“Create a workforce development system that is value-driven for employers, aligns education with industry demands, prepares Kentuckians for the future of work, and drives economic development.”

Background

The Commonwealth of Kentucky encompasses 10 Local Workforce Development Areas (LWDAs) with a total of five regions. Every four years, the local and regional plans are required to be completed to execute the goals of the Workforce Innovation and Opportunity Act (WIOA).

The Education and Labor Cabinet’s Department of Workforce Development (DWD) is the administrative state agency for WIOA and is also the umbrella organization of the core and combined partners that are highlighted in 2024-2027 WIOA State Plan.

The Local and Regional Plans Toolkit is meant to be a resource for LWDA and their respective regions to have all the (1) foundational information and to initiate a (2) self-assessment process in support of your continuous improvement efforts and drive innovation for the primary customers of workforce development: individual jobseekers and businesses, with an important emphasis on staff members that provide quality service.

Foundational Documents

The necessity of the local and regional plans is highlighted in the [Code of Federal Regulations \(CFR\) 679.500](#); this section is followed by requirements of the plan with the contents of plans described in [section 679.560](#).

The local and regional plans must also have alignment with the [2024 – 2027 WIOA State Plan](#), which highlights the state overarching strategic and operational approach to workforce development.

Furthermore, here are additional key documents that are necessary to understand the statewide approach to workforce development:

- [The Executive Summary and the Briefer of the 2024-2027 WIOA State Plan](#) provides the key components of Kentucky’s collaborative approach in supporting the workforce development ecosystem.
- The Kentucky Strategic Plan outlines the key pillars of the strategy: employer engagement, education attainment, workforce participation, and resource alignment.
- The 2024-2027 WIOA State Plan was informed by individuals across Kentucky through statewide listening sessions that were conducted. The collective findings showed interest and alignment with the four strategic pillars, but also raised key findings in the importance of addressing barriers to employment; the [WIOA State Plan Local Visit Review can be found here](#).
- The importance of the [Education and Workforce Collaborative](#) as the operational arm of the strategic plan in implementing a collective impact approach to addressing strategies in the workforce development ecosystem.

WIOA Partners & Statewide Programs

The Commonwealth of Kentucky submitted a Combined WIOA State Plan, which includes core WIOA partners plus specific program partners in the 2024-2027 WIOA State Plan. The core partners include:

1. Title I – Adult, Dislocated, and Youth Programs
2. Title II – Adult Education and Family Literacy, administered by the [Office of Adult Education](#)
3. Title III – Wagner-Peyser, administered by the Career Development Office
4. Title IV – Vocational Rehabilitation, administered by the [Office of Vocational Rehabilitation](#)

In addition, specific programs outlined below were highlighted either as required partners or critical partner programs in Kentucky’s workforce development ecosystem. These programs include:

- [Kentucky Office of Unemployment](#)
- [Jobs for Veterans State Grant \(JVSG\)](#) program focused on serving veterans in Kentucky.
- [Kentucky Registered Apprenticeship program](#) designed to be the gold standard as the work and learn model.
- [Everybody Counts](#) initiative providing a clear pathway to success for qualifying seniors graduating from participating Kentucky school districts.
- The [Digital Equity initiative](#) is Kentucky’s commitment to ensure all Kentuckians have access to reliable high-speed internet and the right devices to access that technology, while also ensuring necessary resources are allocated to identify barriers to affordability and assure there is training and support available to develop our citizens’ digital skills.
- [RETAIN](#) is a program aimed to help injured or ill workers remain in or return to their jobs by implementing and evaluating early intervention strategies. The unique intervention program works with employees, employers and healthcare providers, to address issues that can be factors in successful return to work.

Statewide Strategic Objectives

Kentucky has statewide strategic objectives that are not unique to one agency, program, or initiative, instead these objectives rely on the workforce ecosystem in leveraging resources to meet the strategic outcomes. Below is a list of statewide strategic objectives are executed both on the statewide level and in many communities across the commonwealth. When the local and regional guidance is released, LWDAs will be asked to provide comments on opportunities for a strengthening this alignment between statewide objectives and local and regional execution.

- [Reentry Programming/Jobs on Day One/Putting Kentuckians First](#): an approach to target the current and formerly incarcerated Kentuckians with skills and preparation for successful reentry into the workplace with immediate job placement.
- [Statewide Workforce and Talent Team \(SWATT\)](#): a collective team-based approach to business services through the combined commitment to improved measurement, coordination, and delivery of workforce development solutions and services to Kentucky employers.

- [Job Quality](#): to ensure improved recruitment and retention among Kentucky businesses, and to increase opportunity to attain a living standard for Kentucky jobseekers and workers, the job quality principles provide a framework to building pathways to career opportunities.
- [60x30 Goal](#): with leadership from the Council on Postsecondary Education (CPE), Kentucky's strategy for postsecondary education advances the commonwealth's overall ambitious goal—to raise the percentage of Kentuckians with a high-quality postsecondary degree or certificate to 60 percent by the year 2030.
- The [LAUNCH Initiative](#): designed around the principle that every young person deserves a high school diploma with a postsecondary credential with labor market value, and a goal for every person to be engaged in full-time employment or continued training that leads to family-sustaining career in an economically strong community. The four pillars of the Launch Initiative include: alignment of credentials of value; seamless transitions between secondary and postsecondary education; Work-Based Learning (WBL); and student advising and support.
- [Work-Based Learning](#): Work-Based Learning (WBL) is a critical component to training individuals and exposing youth, traditional jobseekers, and workers to opportunities within a career. The key to successful WBL is to have the employer at the center of the program as the spectrum of WBL stretches from career exposure, exploration, engagement, and experience. Various state programs are currently providing opportunities to individuals and employers on the spectrum of WBL, such resources are: the Kentucky Department of Education's Office of Career and Technical Education (CTE) [Work-Based Learning Manual](#); career exposure via Kentucky Chamber Foundation's [Bus to Business initiative](#); summer internship opportunities through local workforce development boards; industry-run manufacturing apprenticeships via the [Kentucky Federation of Advanced Manufacturing Education \(KY-FAME\)](#) model; and the [Kentucky's Registered Apprenticeship](#) services.
- [Serving Targeted Populations](#): Kentucky's ability to serve all individuals in the commonwealth provides opportunities for businesses to target specific talent pools and allows the public workforce system to connect the individuals to good jobs. The [map of targeted populations](#) can be accessed to understand where individuals reside. Strategies to address barrier reduction, employment placement, and wraparound services that lead to retention will increase workforce participation in the commonwealth.
- Work Ready Communities – Next Gen: Work Ready Communities (WRC) is a program that is familiar to stakeholders in the commonwealth and continues to play an important role in understanding a communities workforce readiness. During Kentucky's review of the program, stakeholders overwhelmingly noted the importance of the program with the added request for an update to reflect the current regional approach to workforce and economic development with information relevant in the post-pandemic economy. The key strategic metrics in the WRC-Next Gen will involve supply and demand of regional skills, serving targeted populations, and Work-Based Learning regional ecosystems. Additionally, talent ready strategies will consist of reducing

barriers to employment such as childcare, transportation, housing, digital infrastructure, digital equity, and strategies to attract and retain new talent to the regions.

Local and Regional Planning Data Collection Library

We encourage LWDA's to conduct self-assessment with local and regional stakeholders. Below are several strategies that can be conducted. The strategies and self-assessment tools described in this section are recommended and not required.

(1) Stakeholder listening sessions: understanding the perspective from various stakeholders on workforce development across the LWDA and the region to ensure community engagement and input across the spectrum of the workforce ecosystem. One way to conduct the listening sessions is through focus groups that reflect the stakeholders and workforce development consumers, such as:

- Businesses
- Elected officials
- Individual customers
- Community based organizations

Understanding these stakeholder opinions on navigating the existing workforce system and providing suggestions on the future of workforce development is an opportunity to improve the local and regional service delivery model to reflect the needs of the consumers. Questions posed to the stakeholders can range from specific local and regional issues to the wider statewide concerns.

An example strategy utilized by the KWIB during the planning session for the 2024-2027 WIOA State Plan was to ask stakeholders to reflect on the current workforce development system followed by a conversation about a "reimagined" workforce development the stakeholders would want to see in the future. This dialogue provided an opportunity for notetakers to capture overarching perspectives and ideas for improving the workforce system. [Common themes](#) were mapped and shared with the respective parties.

(2) Another way to conduct self-assessment is using the below tools designed to engage the board (Tool A) and internal frontline staff (Tool B). Additionally, a checklist of planning questions (Tool C) is provided for review and preparation.

- A. [Tool A: Board Assessment Survey](#) allows local board members to assess and comment on the services and activities provided throughout the local area. Local administrators can use the results of this survey to identify gaps between current performance and ideal performance and develop a plan for improvement. The Department of Workforce Development recommends local areas conduct a formal self-assessment prior to beginning the local and regional planning process.
- B. [Tool B: The Internal Assessment Survey](#) allows frontline staff to assess and comment on the services and activities provided to jobseekers throughout the local area. Local administrators

can use the results of this survey to identify gaps in its service delivery model and program design and develop a plan for improvement. The Department of Workforce Development recommends local areas conduct an internal assessment prior to beginning the local and regional planning process.

- C. [Tool C: Local and Regional Planning Checklist](#) provides a working outline of the regional and local planning elements required by Workforce Innovation and Opportunity Act (WIOA) and TEGL 4-23. The checklist should be used to guide discussions with regional and local partners.

- (3) The final tool that could be utilized for self-assessment is through locally and regionally designed objective surveys that can be distributed to the various stakeholders of the workforce development services. It is recommended to utilize an appropriate sample with sound questions that are understood by the target audience. A good resource to utilize in creating a survey is available here from the [Pew Research Center](#).

KYSTATS Reports to Aid in Data Collection

- [Workforce Overview Report for Kentucky Regions \(WORKR\)](#) provides a general labor market overview to users.
- [Kentucky Future Skills Report](#) is a supply-and-demand analysis for Kentucky's Workforce, combining credential data with occupational employment projections.
-
- [Kentucky Commuting Patterns](#) dashboard highlights the flows of workers between Kentucky counties.
- [Kentucky Workforce Dashboard](#) was intended to analyze Kentucky's workforce systems (as opposed to the actual labor market) but will be redesigned in the future.
- [Work Ready Communities](#) dashboard was created to serve the Work Ready Communities program and will likely change along with the program itself.
- Additional [KYSTATS dashboards can be accessed here](#).

3rd Annual

Veterans Employment & Training Symposium (VETS)

November 14, 2024

10 a.m. - 3:30 p.m. EST

Kentucky Community & Technical College System • 300 N. Main St., Versailles, KY 40383

Check-In at 9:30 a.m. EST - Event starts promptly at 10 a.m. EST

There is no charge to attend. Limited seating is available.

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