



Kentucky Work Ready Communities

Steering Committee Meeting Agenda (DRAFT)

Friday, April 23, 2021

9:30-11:30 a.m. ET

Virtual Teams Meeting

CALL TO ORDER

A. WELCOME (Debbie Dennison)

B. ROLL CALL (Lori Ulrich, Chairperson)

C. LETTERS OF INTENT

- Monroe County
- Simpson County

D. WORK READY APPLICATION

- Meade County (WR)

E. WORK READY RECERTIFICATIONS

- Allen County (WRiP)
- Fleming County (WR)
- Hart County (WRiP)
- Hardin County (WR)
- Hopkins County (WR)
- Nelson County (WR)

F. WORK READY EXTENSIONS

- Christian County (WR)
- Garrard County (WR)
- Graves County (WR)
- Jackson County (WRiP)
- Owen County (WR)
- Pulaski County (WR)
- Scott County (WR)

G. OVERDUE COUNTIES

- A one-time, 12 month extension has been issued to counties that have failed to submit due to factors surrounding COVID-19.

- **Currently 13 counties are overdue, which we should discuss how to proceed. Staff Recommendations:**
 - i. **Current overdue counties will have until the September 3rd deadline to apply for recertification. If they fail to do so, they will move back into the formative stage and lose their certification.**
 - ii. **Create a 6-month probationary period for future counties.**

H. CRITERIA/APPLICATION MODIFICATIONS

- **Associates Degree Exception – KYSTATS has stopped gathering the data in the format described in the exception. Rural counties find the exception valuable, how else can we determine eligibility?**
- **Narrative #9 – the supply/demand is not available using key sectors (see above). How should we have counties demonstrate their commitment to meeting the future workforce needs?**
- **Review Application Guidelines sheet prepared by Work Ready Communities staff.**
 - i. **What changes need to be made to ensure quality applications?**

I. ADJOURN



Work Ready Communities

Steering Committee Meeting Minutes (DRAFT)

Friday, April 23, 2021

9:30-11:30 a.m. ET

Virtual Teams Meeting

CALL TO ORDER

Lori Ulrich, Chair called the meeting to order at 9:33 a.m.

Attendance

Lori Ulrich - CHAIR	x	Kristina Slattery	
Jeremy Faulkner	x	LaKisha Miller	x
Cody Davidson		Jon Sowards	
Anna Larson	x	Sara Jagers	x
Moochie Hart	x	Jacob McAndrews	x

Jon Sowards, South Central Regional Director, will join in the next round of application reviews representing the LWDA Directors

Work Ready Communities Business

➤ **LETTERS OF INTENT**

- Monroe and Simpson Counties submitted their “Letter of Intent” to become Work Ready, which will be shared with the KWIB Board.

➤ **WORK READY APPLICATION –**

- Meade County (WR) -Committee members reviewed Meade County’s WR application and were satisfied with the additional information provided as requested. The committee unanimously agreed to recommend Meade County as Work Ready to the KWIB Board.

➤ **WORK READY/ Work Ready in Progress RECERTIFICATIONS**

Five (5) counties submitted applications to **recertify their Work Ready Community** status.

- Allen County (WRiP) – The committee decided to send a formal letter requesting additional information and explaining their options to resubmit for the next application round.
- Fleming County (WR) – The committee decided to send a formal letter explaining that the application did not meet the requirements, and explaining the options available: submit a request for the 12-month covid extension, by June 4, 2021 or with current application, dropdown to a WRiP status.
- Hardin County (WR) – The committee decided to move forward with recertification; Anna Larson motioned to approved; Jeremy Faulkner provided second motion to approve. The committee unanimously agreed.
- Hopkins County (WR) – The committee decided to send a formal letter requesting additional information and explaining their options to resubmit for the next application round. Jacob McAndrews will help facilitate additional discussion for this applicant.
- Nelson County (WR) – The committee decided to move forward with recommending recertification to the KWIB Board.

The committee agreed that additional information was required by Allen, Fleming, and Hopkins counties and will not currently be recommended for approval by the KWIB Board. A formal letter, by John Lyons, will explain the recommendation by the committee, asking for a response or update to the application by June 4, 2021.

➤ **WORK READY / Work Ready in Progress EXTENSIONS**

Seven (7) counties submitted applications for extensions. Two extension options are available: 12-month COVID Extension (available through 2021); 3-year Extension request

- Christian County (WR) – The committee confirmed to move forward with recommending this 12-month Covid Extension request to the KWIB Board.
- Graves County (WR) – The committee confirmed to move forward with recommending this 12-month Covid Extension request to the KWIB Board.
- Owen County (WR) – The committee confirmed to move forward with recommending this 12-month Covid Extension request to the KWIB Board.
- Pulaski County (WR) – The committee confirmed to move forward with recommending this 12-month Covid Extension request to the KWIB Board.
- Garrard County (WR) – The committee confirmed to move forward with recommending this 3-year Extension request to the KWIB Board
- Scott County (WR) – The committee confirmed to move forward with recommending this 3-year Extension request to the KWIB Board
- Jackson County (WRiP) - The committee decided to send a formal letter requesting additional information and explaining their options to resubmit for the next application round.

A formal letter, by John Lyons, will be sent to Jackson County explaining the recommendation by the committee, asking for additional information by September 3, 2021.

➤ **OVERDUE COUNTIES**

The committee discussed the following options for maintaining work ready status for each overdue county. A one-time, 12 month extension, has been extended to several counties that have failed to submit requests and applications due to factors surrounding COVID-19. This one-time option will not count against a one-time 3-year extension option.

Currently 13 counties are overdue. A formal letter, signed by John Lyons, KWIB Executive Director, will be sent to these counties recommending them to apply for recertification by September 3, 2021 with clear verbiage that identifies their response to application questions. If the county fails to submit by that time, they will move back into the formative stage and lose their certification. The Work Ready Coordinators will follow up via email with *each* impacted county.

➤ **CRITERIA/APPLICATION MODIFICATIONS**

Jacob McAndrews, Work Ready Coordinator, walked through several data and response impacts regarding criteria and application responses as follows:

Associates Degree Exception -

KYSTATS has stopped gathering the data in the format described in the exception. Rural counties find the exception valuable, so the group decided that more research is necessary. Jacob will set up a meeting with Scott (KYSTATS), Lori, and Sara to discuss alternatives to assist rural counties as needed. If any committee members would like to be included in this side meeting, please reach out to Jacob or Sara.

Narrative #9 -

The supply/demand is not available using key sectors (see above). The committee and KY Stats will need to offer solutions on how counties can demonstrate their commitment to meeting the future workforce needs. Jacob will set up a meeting with Scott (KYSTATS), Lori, and Sara to discuss alternatives to assist rural counties as needed. If any committee members would like to be included in this side meeting, please reach out to Jacob or Sara.

Review Application Guidelines

The Work Ready Coordinators discussed current application challenges brought forth by counties. The Coordinators will work with committee members to develop a list of expectations and tips for counties to use while developing their applications.

- **ADJOURN** – Lori moved to adjourn at 11:29am; Moochie Hart motioned to approved; Anna Larson seconded the motion. Motion carried.

Status of Overdue Counties as of April 23 , 2021

County	LWDA	Former Status	Current Status	Recert Date
Bath	TENCO	WRiP	WRiP	9/20
Current Progress	Tried to make contact with committee representative, with no luck. Emailed again, including the local workforce development area contact. SJ			
Next Steps	Waiting to hear back from the email sent today. 3/24/21			

County	LWDA	Former Status	Current Status	Recert Date
Boyle	Bluegrass	WR	WR	5/21
Current Progress	Been in contact with Jody Lassiter and she was going to ask the committee about how to proceed and I suggested that they submit an extension request.			
Next Steps	Follow up with Jody on Monday to see if the extension request is feasible.			

County	LWDA	Former Status	Current Status	Recert Date
Casey	Cumberlands	WRiP	WRiP	8/19
Current Progress	Sent email to the Chamber Director, Laura, and County Judge about the Work Ready Communities Committee for Casey County. Emailed again, including two individuals on the original committee. SJ			
Next Steps	Received a response from some about committee, working with them to get WR status updated. 3/29/21 SJ			

County	LWDA	Former Status	Current Status	Recert Date
Clark	Bluegrass	WR	WR	5/19
Current Progress	Tried to contact, with no luck to find the updated contact name. Emailed new names, including people from original application. SJ			
Next Steps	Received a response from Cindy Banks about committee, working with them to get WR status updated. 4/6/21 SJ			

County	LWDA	Former Status	Current Status	Recert Date
Clinton	Cumberlands	WRiP	WRiP	2/20
Current Progress	Tried to contact, with no luck to find the updated contact name.			
Next Steps	Received a response from Darryl McGaha with an update about their committee, he thinks that the Chamber of Commerce is on board with taking the lead for the committee, but is awaiting confirmation. 4/23/21 SJ			

County	LWDA	Former Status	Current Status	Recert Date
Harlan	EKCEP	WRiP	WRiP	11/20
Current Progress	The same Executive Judge was listed as contact, so an email has been sent to ask about their WRiP committee or if he knows of their status.			
Next Steps	Emailed more about their status and have had response from Colby Kirk. SJ			

County	LWDA	Former Status	Current Status	Recert Date
Jessamine	Bluegrass	WR	WR	9/20
Current Progress	Tried to make contact with committee representative, with no luck.			
Next Steps	Need to reach out to LWDA to see if they can help.			

County	LWDA	Former Status	Current Status	Recert Date
Laurel	Cumberlands	WRiP	WRiP	11/20
Current Progress	Met with Deanna and Susanna, who mentioned they weren't making WRC a priority because they were trying to get their students back in the classrooms immediate priority.			
Next Steps	Sara will reach back out to see if they can submit an extension request.			

County	LWDA	Former Status	Current Status	Recert Date
Lee	EKCEP	WRiP	WRiP	11/19
Current Progress	Spoke with Sarah Wasson about Lee County's status and she wasn't aware of WR, but was interested in what they needed to do to become WR. I have sent another email mentioning the extension they could file. 3/30/21 – Received email from April Renner about status because she has worked with them in the past. I asked her to reach out to previous committee and let me know how they can proceed.			
Next Steps	Emailed April asking her for an update on progress, she is trying to get in contact with individuals, but isn't having any luck yet. 4/13/21 SJ			

County	LWDA	Former Status	Current Status	Recert Date
Magoffin	EKCEP	WRiP	WRiP	8/19
Current Progress	Tried to make contact with committee representative, with no luck.			
Next Steps	Emailed several previous committee members to explain situation and see who is available to work on getting status updated. 4/13/21 SJ			

County	LWDA	Former Status	Current Status	Recert Date
Martin	EKCEP	WRiP	WRiP	11/19
Current Progress	Tried to make contact with committee representative, with no luck.			
Next Steps	Emailed several previous committee members to explain situation and see who is available to work on getting status updated. 4/13/21 SJ			

County	LWDA	Former Status	Current Status	Recert Date
Owlsy	EKCEP	WRiP	WRiP	8/19
Current Progress	Tried to make contact with committee representative, with no luck. Received email from April Renner about status because she has worked with them in the past. I asked her to reach out to previous committee and let me know how they can proceed.			

Next Steps

Emailed April Renner to see if she has had any luck getting in contact with any previous committee members. 4/13/21 SJ