



KWIB Executive Committee Meeting

DRAFT MINUTES

June 30, 2023; 1:00 pm – 2:30 pm EDT

Convened Via zoom

Attending virtually: Kim Menke (Chair), Heidi Margulis (Business Member), Lori Ulrich (Vice Chair), Sara Ortkiese, Amy Luttrell (Workforce Member), Deputy Secretary Beth Brinly, Scott Pierce (Workforce Member), Kimberly Grasberger, Debbie Dennison, Alisher Burikhanov, Elishah Taylor

1:00 pm EDT

Welcome

Kim Menke, Director, Toyota Manufacturing North America (TMNA) and Chair welcomed the members and thanked them for their time. He went over the agenda and passed the floor to **Beth Brinly, Deputy Secretary for the Education and Labor Cabinet**.

Deputy Secretary Beth Brinly thanked the members for being there. She discussed the purpose of this meeting as reviewing recommendations by an internal review team, for bi-annual Local Board Certifications from the ten (10) local workforce development areas.

Policy 15-001 WIOA Local Workforce Development Board Composition, Member, Certification and Functions

Deputy Secretary provided updates to Policy 15-001. She stated this policy is to be reviewed in odd years (2023, 2025, 2027 and so on). She provided overall changes as follows: Changing Department of Workforce Investment (DWI) to Department of Workforce Development (DWD); Changing Office of Employment and Training (OET) to the Career Development Office (CDO); and making sure that the whole process of certification was streamlined. The process includes the local workforce development areas providing: 1. A List of board members, 2. Providing membership type (business & industry, workforce, education, and government), 3. Documentation that at least 51% of membership is business and industry, and that 20% of membership is workforce and labor and 4. Documentation of the geographic locations of each member.

Kim Menke asked for clarification around those with vacancies if there is a policy in place that allows the person in the position to act in that position until it is filled? **Debbie Dennison**, Deputy Executive Director, Kentucky Workforce Innovation Board (KWIB), stated that KentuckianaWorks and TENCO identified vacancies with a plan of new people coming into the position, but was unsure about their specific policies in place. **Deputy Secretary Beth Brinly** explained the purpose of providing a *provisional approval* until September which allows them time to transition. She added that they have to submit documents to be certified and if they do not then they cannot be certified. **Heidi Margulis**, Business Consultant (Healthcare), **moved to accept** recommendations, and **Scott Pierce**, Labor (Workforce) **seconded** at 1:07 pm. **Kim Menke** asked if there were any further questions. There were none. The motion passed unanimously at 1:08 pm.

Kim Menke asked Deputy Secretary Brinly if they need to wait until after September 30th to have a meeting about the four that need more time. Deputy Secretary Brinly explained that they can wait until September or certify them when they become ready. **Kim Menke** suggested that they certify as they are ready.

By-laws Research Share and Discussion

Alisher Burikhanov, Executive Director, KWIB, explained to the members that term limits on the executive committee were upcoming. He shared research on what other state boards are doing. For example, some states do not have term limits on their executive committee. They maintain accurate representation from

business, labor, and partners in committee structure. Other states have a process where the elected officials have to vote the members into the executive committee. He explained that it is different for every state and opened the floor to questions or comments.

Scott Pierce asked what the definition of “business” is. This opened the discussion on finding that definition in policies and WIOA. **Deputy Secretary Brinly** shared information from WIOA law in the chat as follows to help answer Scott’s question: *(i) a majority shall be representatives of businesses in the State, 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, and who, in addition, may be members of a local board described in section 107(b)(2)(A)(i); (II) represent businesses (including small businesses), or organizations representing businesses described in this subclause, 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 State; and (III) are appointed from among individuals nominated by State business.*

Kim Menke asked when term limits were added to their by-laws. It was confirmed by Deputy Secretary Brinly and Alisher Burikhanov that the change was made in August 2022. Kim then expressed needing latitude on addressing a change to this year-old change. He expressed the need to provide documentation, so knowledge is not lost when people leave. A discussion of including diversity by definition, into the policy was had. Board membership, including the Executive Committee, needs to reflect the diversity of the changing economy. A recommendation to increase the number of people on the executive committee to help rotate people off, was lifted. **Deputy Secretary Brinly** reminded the group that if they roll off, they can still participate in the committee structure. She was fine with changing the number, but she believes in odd numbers. Deputy Secretary shared the importance of rotating diverse and new and different ideas.

Kim thanked Deputy Secretary and agreed with what she said. He lifted that the executive committee represents the board, but he would also like it to be diverse geographically also since Kentucky is diverse. As people roll off he sees benefit in continuing to engage and communicate with them. He is not opposed to adding a few extra to the executive committee. He also suggested that they begin the rotation process, but in a way that gives them flexibility, or they will lose all the people on the committee at once. He would like to begin that rotation process. **Heidi Margulis** suggested requesting committee members to commit to roll off time frame or date so they can keep each other accountable.

Kim also reminded the members that they all serve at the pleasure of the Governor. Discussion continued around rotating other committee chairs and membership. **Amy Luttrell, Goodwill Industries** (workforce), explained that having a time limit will aide in recruiting members to serve as chairs in committee work. An indefinite timeframe can feel daunting to business leaders. She suggested looking at current attendance to see who attends and participates to be considered. She added that this is good practice and would not have to be identified within the by-laws.

Kim asked if there was a motion to remove term limits and start practicing rotation. **Heidi Margulis** *motioned* to remove term limits. Kim Menke asked all and none were opposed. The motion passed at 1:48 pm. There were no further questions. Kim Menke asked DWD staff to work with the legal team to prepare an amendment and recommendation to change the by-laws prior to upcoming KWIB Quarterly Board meeting on August 17th, 2023.

Workforce Pipeline

Alisher Burikhanov provided updates to the draft Workforce Pipeline graphic since the last discussion that included recommendations to check higher education numbers. Foster Youth, Individuals with Disabilities, and Kentuckians with Substance use Disorder were also added. While the pipeline was being shared on screen, **Deputy Secretary Beth Brinly** congratulated Amy Luttrell and Goodwill Industries on their Pathways Home 4 grant receipt. **Amy Luttrell** thanked her for the recognition and shared the importance to support

the incarcerated population and to help them regain confidence in the workforce. **Alisher Burikhanov** also congratulated **Goodwill Industries**. He took time to thank Sarah Ortkiese with the Office for Legislative and Legal Services (OLLS) for her work since her last day is June 30th. He welcomed Kim Grasberger who is replacing Sarah.

Alisher shared the pipeline graphic and offered one goal being to share with businesses/ employers from talent possibilities where they might pull talent. He then opened the floor to questions. **Scott Pierce** lifted that this is a great informational piece for companies in certain communities that need this information. This opened the discussion to linking each pipeline to additional statistical information some of which is found on the [KYSTATs website](#). **Deputy Secretary Brinly** shared they have done just that within the State's [Digital Equality](#) initiative. She shared that on this site you can drill down to *covered populations* (targeted, marginalized populations) to identify where talent lives. Alisher suggested possibly pulling these two resources together along with the agencies that are providing services to these folks. He lifted wanting to share the pipeline with our list serv and asked for any additional comments. **Amy Luttrell** asked a clarifying question around the numbers provided for those with disabilities. **Deputy Secretary Beth Brinly and Alisher Burikhanov** spoke to the fact that some of the numbers are overlapping and include multiple target population counts. Alisher explained that this is the start, and we can continue to refine how they are achieved.

Job Quality Academy Update

Alisher shared that he was in Washington DC attending the **Job Quality Academy**, where a five-person Kentucky team with business, industry, labor, and trades partners were lifting up ideas around the Job Quality Principals to share best practices in manufacturing for retention and attraction for businesses in Kentucky. Blue Oval and MI2 are taking the next step to bring manufacturing folks together to education and lift best practices to help these industries build to attraction and retention.

Additionally, while at the meeting, three themes have been lifted by the Department of Labor (DOL) for State Plan. Guidance will be coming in the fall. The themes include 1. *Responding to the Department of Transportation (DOT) Infrastructure Grants* - How is the state's workforce development systems preparing and working with their DOT partners in preparation for this infrastructure build? 2. *Equity* and 3. *Job Quality*. **Scott Pierce** lifted the importance of utilizing labor / unions in response to the first theme. Alisher agreed that labor must be a part of the solution lifted in the State Plan.

Kim Menke asked for clarification on the funds being granted to the DOT. **Alisher Burikhanov** shared some of the opportunities verbally and Debbie Dennison shared the link to the [Department of Transportation Infrastructure Grant opportunities](#) in the chat for additional review.

Deputy Secretary Brinly added that in every Grant project associated with this Infrastructure initiatives there is a 5% workforce line item within the grant, to ensure collaboration with workforce partners. **Alisher** pointed out that this is the most money that has been put out since the Eisenhower administration. Currently only 2% of construction workers is women which opens doors for additional populations in Kentucky. This is a great opportunity to change that number and make it higher.

Closing Comments

Kim Menke thanked Alisher Burikhanov for giving an update and representing the group in DC. Kim Menke, Chair reminded the group that the next meeting is on July 10th at 1:30 pm EDT where we will be preparing for the next KWIB Quarterly meeting to be held August 17th at 1:30pm EST.

Adjournment at 2:15 pm