

AGENDA

SWEARING IN OF MEMBERS

1:30 WELCOME AND INTRODUCTIONS

- Opening Comments.....Scott Brinkman, Secretary
Executive Cabinet of Commonwealth of Kentucky
- History / Purpose.....Hugh Haydon, Chair
Kentucky Workforce Innovation Board
- Rules of Procedure

2:00 OVERVIEW OF THE SYSTEM:

- Cabinet Welcome.....Hal Heiner, Secretary
Education and Workforce Development Cabinet
- Workforce Innovation and Opportunity Act Overview.....Beth Kuhn, Commissioner
Department of Workforce Investment
- Perkins Act.....Laura Arnold, Assistant Commissioner
KY Department of Education (Career and Technical Education)

2:45 KWIB INITIATIVES

- A WorkReady World in Kentucky.....Melissa A. Aguilar, Executive Director
Kentucky Workforce Innovation Board
- Initiative / Committee Overview
- Business / Education Alignment: Melissa A. Aguilar
 - Policy and Process: Pat Murphy
 - Data and Performance: Rob Southard
 - Best Practices: Danette Wilder
 - WorkReady Communities: Josh Benton
 - Recommendation
 - WorkReady Community – Jessamine County
 - WorkReady in Progress – Bath County
 - WorkReady Extensions – Floyd and Henry Counties
 - WorkReady Re-Certification - Nelson County
- Our NEW “In Progress” Strategic Plan.....Deloitte Consulting
- Meeting Name: Kentucky Workforce Innovation Board Working Lab Session
Date and Time: Thursday, October 19 | 9:30am – 3:30pm
Location: Kentucky State University in Frankfort, KY

3:45 QUESTIONS / DISCUSSION / CLOSING

MEMBERS PRESENT: Laura Arnold for Commissioner Stephen Pruitt, David Boggs, Parvin Gibbs, Lt. Gov. Hampton, Hugh Haydon, Secretary Hal Heiner, Amy Luttrell, Heidi Margulis, Debbie Morris, Kay Moss for Peter Feil, Pat Murphy, James Neihof, Jason Luring, Scott Pierce, Mike Price, Secretary Derrick Ramsey, Vivek Sarin for Secretary Gill, Rob Southard, Dr. Rhonda Tracy for Dr. Jay Box, Carla Webster, Bill Weier, Danette Wilder and Steve Willinghamurst

CABINET STAFF PRESENT: Melissa A. Aguilar, Jessica Fletcher, Sydney Gibson, Chief of Staff Andy Hightower, Commissioner Beth Kuhn, Deputy Secretary Brad Mitchell, Holly Neal, Susan Riddell, Kelly Thomas, and Isaac VanHoose

CALL TO ORDER

Minutes of Feb. 16, 2017 KWIB Meeting

ACTION: A motion was made by Scott Pierce to approve the Feb. 16, 2017 minutes. Parvin Gibbs seconded.
Motion carried.

PRESENTATION AND DISCUSSION

Help Wanted Campaign Kick Off for WorkReady Scholarships

Secretary Heiner led into the WorkReady Scholarships campaign with statistics on Kentucky's adult participation in the workforce. Kentucky would need to send an additional 165,000 people to work each morning to be just an average work participation state. The great thing about Work Ready Scholarships is that they provide an opportunity for adults—regardless of their age—to attend school for free. The challenge is getting the news out. The media campaign will include testimonials from employers and students who have received scholarships. Much of the campaign will be via text messages because most people own a cell phone, whereas, they might not have a computer. Interested people can text the message jobsky to 66186 for information. Jessica Fletcher showed a brief clip from an employer video.

Education and Workforce Cabinet Updates

Secretary Heiner updated the board on Cabinet related news and recent legislation including the following:

- Recent trip to Switzerland with the Governor, Secretary Gill & Secretary Ramsey to observe their career and technical training program. He was very impressed with the excitement of the students.
- In the US, Big Picture Schools are combining training with education; students spend 3 days in class and 2 days on the job. Shelby County Schools has just started a Big Picture School program this year, and is the first of its kind in Kentucky.
- For the first time, legislation passed for the state to pay the cost of dual credits.
- The last 34 million of the 100 million dollars allocated for the Work Ready Skills Initiative Grants was awarded yesterday. This has been a significant program because this is the largest investment the state has made in career and tech ed. since the 70's.

Secretary Heiner entertained comments and questions:

- Chair Hugh Haydon, who was on the committee that reviewed Work Ready Initiative applications, commented that the actual process of applying was beneficial in and of itself because it drew communities together. He said he would like to see the KWIB encourage the Assembly to continue to fund the scholarship program so that it is offered on a yearly basis.
- Heidi Margulis mentioned that it would be nice to see follow-up on metrics of what's been done.

Sector Strategies Initiative in Kentucky

Melissa Aguilar updated board members on the Sector Strategies project. At the last KWIB meeting, Maher & Maher presented what they had determined to be the two most in demand career pathways in each of the five main sectors. Maher & Maher was contracted to develop one pathway for each sector, and the KWIB was asked to approve one of the two pathways that they presented to be developed. Since that time, Secretary Heiner has found additional funding to have Maher & Maher develop both pathways. In April, Maher & Maher conducted meetings with employers from Business / IT, Healthcare, Construction, Manufacturing and Transportation to get their input on those pathways. Next step in the project is four Regional Institutes scheduled next week. More people signed up to attend than we could accommodate, so we might offer a second session. Attendees include superintendents, administrators, career counselors, teachers, workforce and economic development professionals etc. Institutes are as follows:

- May 22nd – Central Region, 300 Building, Frankfort
- May 23rd – East Region, Natural Bridge State Park, Slade
- May 24th – South Region, Glasgow Community College, Glasgow
- May 25th – West Region, Madisonville Community College, Madisonville

Medicaid Engagement with KWIB

Kristi Putnam reported on the Medicaid Waiver. Recent work has been focused on finding a way to operationalize the waiver. Initial estimates are that 389,000 will be subject to community engagement. Currently, Medicaid staff is in discussion with local workforce boards over how to best administer and deliver the waiver. Three options are being considered:

- LWDB Service Procurement
- State Procurement with Local Operation
- State Procurement and Operation with Local Partnership

Amy Luttrell, who is with Goodwill Industries of Kentucky, called the waiver a game changer in describing the difference finding employment can make in the life of an unemployed person. David Boggs, with OWL (Opportunity for Work and Learning) agreed. Mr. Boggs pointed out that oftentimes, once individuals begin the move towards self-sufficiency, they lose all of their aid at once. He said it's like falling off of a cliff. He would like to see aid gradually reduced over time so that it's more like a slope, allowing people time to adjust to having a job and to progress to higher wages. Typically, individuals need to earn at least \$13.00 per hour to compensate for the loss of benefits. Most entry level positions don't pay that well.

ACTION: Amy Luttrell motioned that the KWIB endorse the Medicaid Waiver initiative with an employment first approach in order that we be better able to feed the talent pipeline, reduce the amount of state assistance that's needed on an on-going basis and assist people with barriers to improve the quality of their lives. David Boggs seconded. Motion carried.

Kristi Putnam asked if the motion could come in the form of a letter of support from the KWIB to her cabinet secretary and the Governor.

ADMINISTRATIVE AND STRATEGIC ITEMS

ADMINISTRATIVE

- WIOA Update

Commissioner Beth Kuhn introduced three new executive directors – John Pallasch, Cora McNabb and Becky Cabe– and one new division director – Katie Houghland. The Commissioner mentioned the following during her update:

- A team attended the national WIOA Convening in Dallas.
- They're currently investing in technology to provide services differently. For example, each hub is being set up to broadcast workshops so that people no longer have to travel to the center.
- Local areas are in the process of procuring a one-stop operator.

- **Strategic Plan Update**

Melissa Aguilar reported that they had received two proposals to the RFP for the Strategic Plan, that the RFP's had been reviewed and a winner had been selected. But that she wasn't yet able to announce the winner because they were still in negotiations. Scott Pierce who was a technical advisor on the review team, said that the review was simple because they only received two RFP's and one was very articulate, whereas the other was vague. He said that he is confident that the one selected will more than exceed expectations. Aguilar said that she hoped to be able to present a timeline for the work at the Aug. KWIB meeting.

STRATEGIC

Committee Updates

Business and Education Alignment Committee – Jason Luring, Chair

Jason Luring's committee has been working in partnership with a team under Laura Arnold's direction from the Dept. of Career & Tech Ed. Together, they finalized and presented a list of certifications for approval. Arnold stressed that it's important to understand that this is a fluid process—the list will need to continue to be updated on a regular basis to reflect changes that occur in the job market. The report included the following:

- 48 programs were removed because they didn't align with sector strategies
- 109 programs of study are aligned to high-demand, high-wage sectors
- 20 programs of study are aligned to support sectors
- 6 more programs are in the process of being removed
- 87 industry certifications were reviewed and realigned to existing programs of study
- 57 industry certifications remained the same

ACTION: A motion was made by Jason Luring to approve the list of programs and certifications as presented. David Boggs seconded. Motion carried.

Best Practices and Solutions Committee – Danette Wilder, Chair

Danette Wilder reported on the activities of the Best Practices Committee. Wilder's committee has been working on developing best practices for the recommendations developed by Jason Luring's committee. The committee doesn't yet have their best practice list finalized to present for approval but possibly will at the next KWIB meeting. Best practice ideas for the first three recommendations are below. In addition, Wilder mentioned that they had had a good meeting on tax incentives with Dr. Jones.

1. **Business Partnership Liaisons:**
 - Senior Seminar Industry Day
 - School Workforce Coordinator
 - Sector Based Career Centers
2. **Earn & Learn Opportunities in Schools:**
 - TRACK
 - KY FAME
 - Raise the Floor
3. **Incentive Schools, Students & Teachers to Participate in Earn & Learn**
 - Community College Workforce Engagement
 - Student Recruitment
 - Marketing
 - Teacher Summer Stipends

Data, Performance and Accountability Committee – Rob Southard, Chair

Rob Southard reported that his committee had met in Louisville in March at the KentuckianaWorks office where they saw a demonstration of a career calculator. His committee is working on a template for a data dashboard; some of the data is already available through KCEWS, but they are still gathering info. on some of the data they'd like to see included.

Policy and Process Committee – Pat Murphy, Chair

Pat Murphy's committee, Commissioner Kuhn and Andy Hightower worked to finalize the following policies:

- 15-001 – This policy provides guidance and clarification to LWDBs regarding local board membership, OET board confirmation process and board certification.
- 15-002 – This policy provides guidance and clarification to LWDAs relating to the Interlocal Agreement process and the roles and responsibilities under WIOA.
- 17-001 – This policy provides guidance and clarification to LWDAs regarding the hiring of a Director and / or staff to perform LWDB functions.
- 17-002 – This policy provides guidance to LWDAs where entities function in a variety of roles, including Fiscal Agent, One-Stop Operator and / or Career Services Provider.

Murphy reported that they had put in a request for additional time which was denied, so they ended up having to hurry to meet the July 1st deadline. Otherwise, they would have brought the policies before the KWIB before sending them to the Governor's office. Murphy explained that his committee members, Commissioner Kuhn and Andy Hightower had two information calls in April with those individuals doing the work out in the field. The calls were beneficial because there were a lot of questions, especially over the policy on procurement.

WORKREADY COMMUNITIES

Laura Arnold reported that the Work Ready Review Panel April 11th to review two applications for certification as Kentucky Work Ready Communities, three applications for certification as Work Ready in Progress Communities and one extension request. The panel is recommending the certification of all five counties by the KWIB today and the approval of a 3 month extension for the other county.

ACTION: Based on the recommendation from the review panel, Laura Arnold motioned that the KWIB certifies Ballard and Mason Counties as Work Ready and Jackson, Meade and Owen counties as Work Ready in Progress and grants a three-month extension to Henry County to allow them to complete additional work on their extension application for re-submission at the next meeting. Carla Webster seconded the motion. Motion passed.

County representatives were presented certificates and signage and were photographed after the meeting.

ADJOURNMENT

With no further business, the meeting adjourned at 3:31 p.m.

KENTUCKY WORKFORCE INNOVATION BOARD

STATEMENT OF EXECUTIVE AUTHORITY

AND

RULES OF PROCEDURE

ADOPTED: ~~August 20,~~ 2015

REVISED: May 19, 2016

STATEMENT OF EXECUTIVE AUTHORITY

Public Law 113-128, now codified as 29 U.S.C. § 3101 et seq., known as the Workforce Innovation and Opportunity Act enacted by the Congress of the United States and signed by the President on July 22, 2014, provides Workforce Innovation and Opportunity Activities through statewide and local workforce investment systems, which are aimed at increasing the employment, retention and earnings of participants; increasing occupational skill attainment by participants; improving the quality of the workforce; reducing welfare dependency; and enhancing the productivity and competitiveness of the United States and its states. The Workforce Innovation and Opportunity Act, ~~among other things~~, requires the Governor to establish a state workforce development board to initiate and oversee critical transition activities, to assist in the development, implementation, and modification of a state plan, to ensure a customer driven workforce delivery system for both jobseekers and employers is present, to increase accountability and transparency of the system, and to provide leadership and guidance in ensuring alignment of federal and state investments as related to workforce development activities to accomplish those purposes described in Public Law 113-128, now codified as 29 U.S.C. § 3101 et seq.

I. Establishment of the Kentucky Workforce Innovation Board

Steven L. Beshear, Governor of the Commonwealth of Kentucky, established the Kentucky Workforce Innovation Board through Executive Order 2015-422 effective July 1, 2015. The initial members of the Kentucky Workforce Innovation Board were named by the Governor through this same order.

II. Purpose of the Kentucky Workforce Innovation Board

The Kentucky Workforce Innovation Board was created and established to assist the Governor in creating an integrated statewide strategic plan for the workforce development system of Kentucky which will link workforce policies, education and training programs, and funding with the economic development needs of the Commonwealth and its areas and regions.

III. Duties of the Kentucky Workforce Innovation Board

- I. The Kentucky Workforce Innovation Board was created and established to assist the Governor in complying with the provisions of the Workforce Innovation and Opportunity Act. ~~The duties of the Kentucky Workforce Innovation Board shall include assisting the~~

~~Governor in complying with the provisions and requirements of the Workforce Innovation and Opportunity Act and~~ to perform any and all other duties and functions pursuant to 29 U.S.C. § ~~3101~~ 3111 et seq and pursuant to KRS 156.802(6)(b) to conduct state leadership activities referred to in 20 U.S.C.A. §2344 in accordance with the required and permissible uses of funds specified in the Carl D. Perkins Career and Technical Education Act of 2006 and subsequent amendments thereto.

II. The Kentucky Workforce Innovation Board shall assist the Governor in duties outlined below as set forth in 29 U.S.C. §3111(d):

- (1) development, implementation, and modification of the WIOA State plan;
- (2) the review of statewide policies, of statewide programs, and of recommendations on actions that should be taken by the State to align workforce development programs in the State in a manner that supports a comprehensive and streamlined workforce development system in the State, including the review and provision of comments on the State plans, if any, for programs and activities of one-stop partners that are not core programs;
- (3) the development and continuous improvement of the workforce development system in the State, including
 - (A) the identification of barriers and means for ~~re~~moving barriers to better coordinate, align, and avoid duplication among the programs and activities carried out through the system;
 - (B) the development of strategies to support the use of career pathways for the purpose of providing individuals, including low-skilled adults, youth, and individuals with barriers to employment (including individuals with disabilities), with workforce investment activities, education, and supportive services to enter or retain employment;

- (C) the development of strategies for providing effective outreach to and improved access for individuals and employers who could benefit from services provided through the workforce development system;
 - (D) the development and expansion of strategies for meeting the needs of employers, workers, and jobseekers, particularly through industry or sector partnerships related to in-demand industry sectors and occupations;
 - (E) the identification of regions, including planning regions, for the purposes of section [4063121\(a\)](#), and the designation of local areas under section [406 3121\(a\)](#), after consultation with local boards and chief elected officials;
 - (F) the development and continuous improvement of the one-stop delivery system in local areas, including providing assistance to local boards, one-stop operators, one stop partners, and providers with planning and delivering services, including training services and supportive services, to support effective delivery of services to workers, jobseekers, and employers; and
 - (G) the development of strategies to support staff training and awareness across programs supported under the workforce development system;
- (4) the development and updating of comprehensive State performance accountability measures, including State adjusted levels of performance, to assess the effectiveness of the core programs in the State as required under section [446 3141\(b\)](#);
 - (5) the identification and dissemination of information on best practices, including best practices for
 - (A) the effective operation of one-stop centers, relating to the use of business outreach, partnerships, and service delivery strategies,

including strategies for serving individuals with barriers to employment;

(B) the development of effective local boards, which may include information on factors that contribute to enabling local boards to exceed negotiated local levels of performance, sustain fiscal integrity, and achieve other measures of effectiveness; and

(C) effective training programs that respond to real-time labor market analysis, that effectively use direct assessment and prior learning assessment to measure an individual's prior knowledge, skills, competencies, and experiences, and that evaluate such skills, and competencies for adaptability, to support efficient placement into employment or career pathways;

(6) the development and review of statewide policies affecting the coordinated provision of services through the State's one-stop delivery system described in section [4243151\(e\)](#), including the development of

(A) objective criteria and procedures for use by local boards in assessing the effectiveness and continuous improvement of one-stop centers described in such section;

(B) guidance for the allocation of one-stop center infrastructure funds under section [4243151\(h\)](#); and

(C) policies relating to the appropriate roles and contributions of entities carrying out one-stop partner programs within the one-stop delivery system, including approaches to facilitating equitable and efficient cost allocation in such system;

(7) the development of strategies for technological improvements to facilitate access to, and improve the quality of, services and activities provided through the one-stop delivery system, including such improvements to:

Additional Potential Component...
Medicaid Waiver TBD

Are you Aware of
...the KENTUCKY HEALTH initiative?

Community Engagement for
Able to Work Individuals

EXEMPT FROM REQUIREMENT:

Children; Pregnant women; Individuals determined medically frail; and Individuals who are the primary caregiver of a dependent

Are you including ALL Populations in your
Talent Pipeline?

- ☐ Individuals with Disabilities
- ☐ Veterans and Families / Transitioning Military
- ☐ Ex-Offenders
- ☐ Others?

A REGIONAL VISION through WorkReady Communities

Are you a WorkReady Community whereas there is a Connection of Initiatives Between Education, Workforce / Economic Development and Industry?

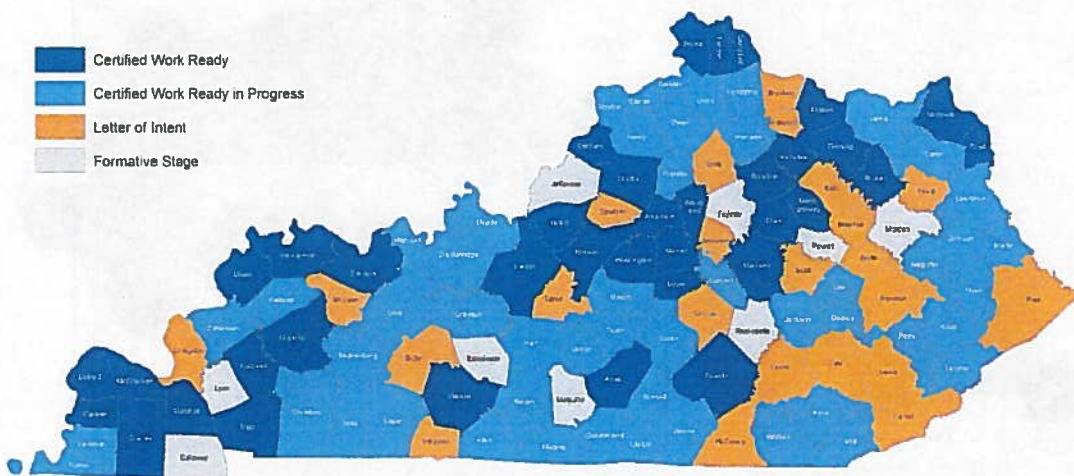
- **Aligning Business and Education**
- **Utilizing the Work Ready Skills Initiatives in your Region**
- Taking Advantage of **Dual Credit and WorkReady Scholarships...**
- Ensuring **ALL Populations are in the Talent Pipeline:**
 - Medicaid Waiver, Disabilities, Veterans, Ex Offenders, Etc.

KENTUCKY
Work Ready
COMMUNITIES

Work Ready Communities - 38
Work Ready in Progress Communities - 51
Letters of Intent - 23

112

- Certified Work Ready
- Certified Work Ready in Progress
- Letter of Intent
- Formative Stage

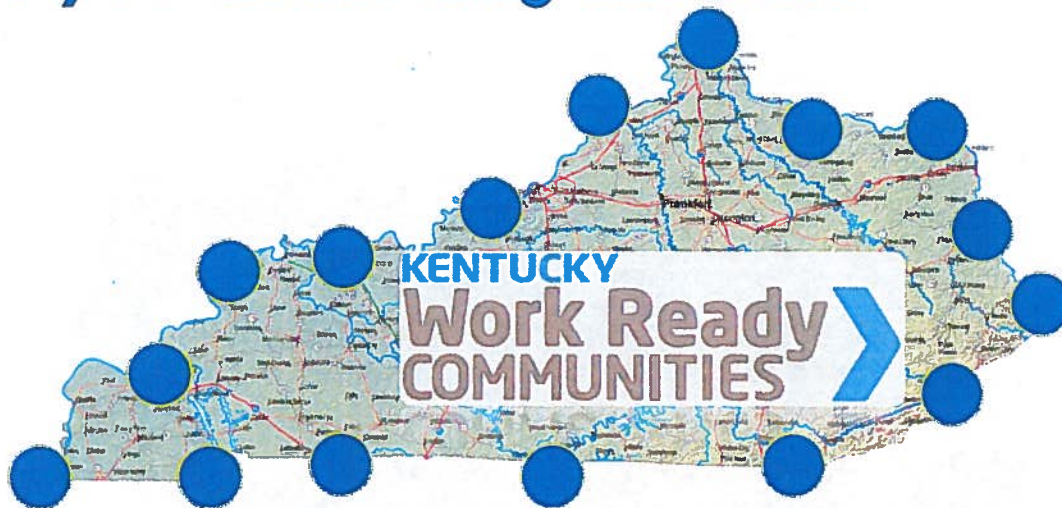


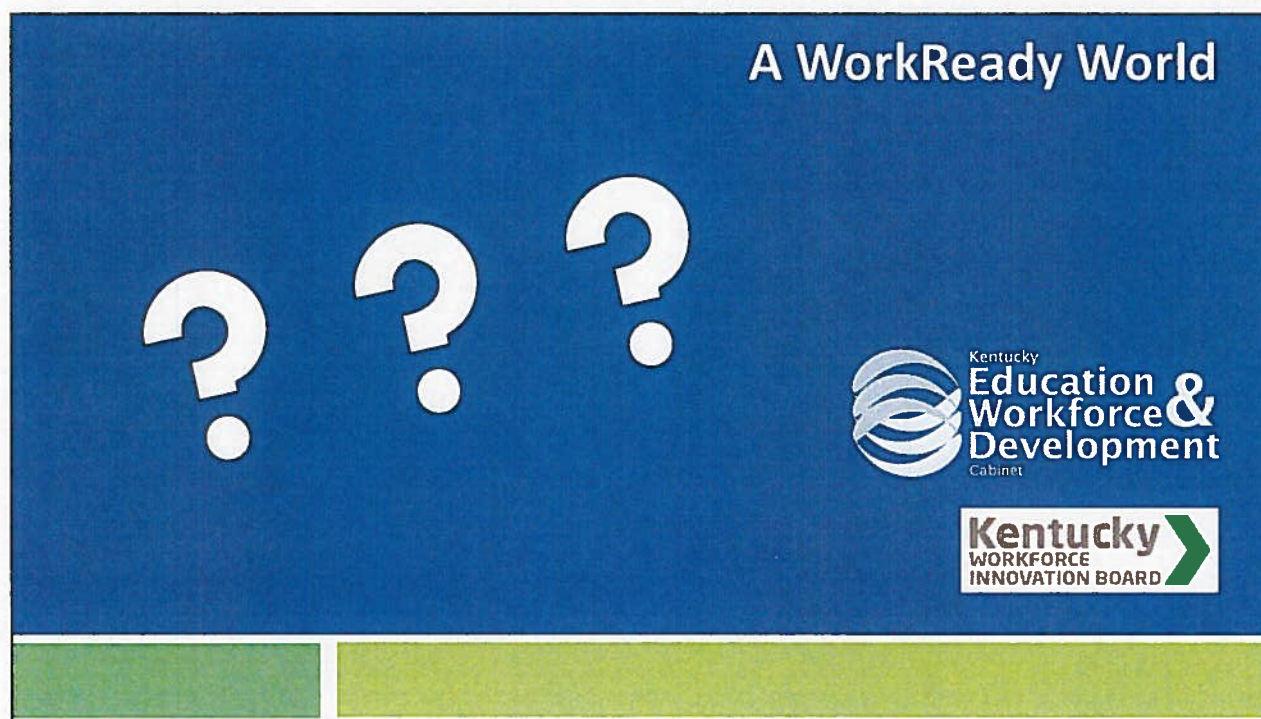
Current and Proposed

KY Work Ready Communities Criteria (TBP to KWIB)

	Current	Proposed
High School Graduation Rate	88.9%	90% minimum
Working Age of Populations w/o Diploma / GED	Reduce by 3%	Less than 15%
Working Age with Some College or Higher		43% minimum
Working Age with Associates Degree or Higher	25%	25% with Associates or higher degree
Broadband Access	3 Mbps for urban / 1.5 Mbps for rural	25 Mbps
High School Work Ethic Seal / Essential Skills Certificate / NCRC / Etc. (Replaced "Soft Skills")	Describe Plan	Review / Report / Plan to Increase
Licensures / Apprenticeships		Review / Report / Plan to Increase
Engagement of Disabled, Veteran, Ex-Offender and Medicaid Populations		Review / Report / Plan to Increase
Supply and Demand Pipeline		Review / Report / Plan to Balance

Are you Connecting the Dots!





Board Committee Descriptions

Data, Performance and Accountability

(Chair: Rob Southard, Southern Star Gas)

Description of Committee: Create the vision for implementing a measurable outcome-based system that will hold our workforce system accountable as related to directly controlled program performance and goals.

The committee will focus on the following:

- Establishing outcome-based metrics and regularly reviewing reports on metrics with a focus on outcomes of KWIB activity and programs.
- Increasing public transparency in promoting a new focus on measurable outcomes, service quality, and customer satisfaction.
- Providing recommendations to the KWIB that will improve decisions made based upon objective outcome-based metrics and information.

Policy and Process

(Chair: Pat Murphy, UPS)

Description of Committee: Provide guidance for the development of policies and processes which govern the workforce system.

The committee will focus on the following:

- Meeting legislative/governance responsibilities.
- Ensuring clarity, consistency, transparency and accountability in decision-making.
- Building policies and processes which are in the best interest of achieving the Board's vision.
- Providing recommendations for full Board policy review and direction.

Best Practices and Solutions

(Chair: Danette Wilder, Sealing Life Technology)

Description of Committee: Provide input and guidance in identifying and prioritizing ways to transform Kentucky's workforce system.

The committee will focus on the following:

- Assessing Kentucky's workforce system for areas in which there are opportunities for improvement.
- Learning about and evaluating best practices that may be taking place throughout Kentucky and/or in other states that could be replicated to assist Kentucky in growth, efficiency, and effectiveness.
- Making recommendations on specific best practices and working to provide vision and planning implementation.

Business and Education Alignment

(Chair: Jason Luring, Catalent Pharma Solutions)

Description of Committee: Identify and implement comprehensive strategies to align education (supply) with industry needs (demand).

The committee will focus on the following:

- Working specifically with Career and Technical Education Leadership Funds.
- Building regional linkages between education and growth/demand industry sectors.
- Creating opportunities for all students to receive nationally-recognized, industry-valued certifications/credentials.
- Expanding work-based education opportunities for all learners.
- Providing recommendations on specific areas where there are opportunities to directly align education with industry.

September 29, 2017 Recommendations:

Kentucky Work Ready Communities

Jessamine County

Kentucky Work Ready in Progress Communities

Bath County

Kentucky Work Ready Extensions

Floyd & Henry Counties – 2-year extensions

Nelson County – 3-month grace period extension

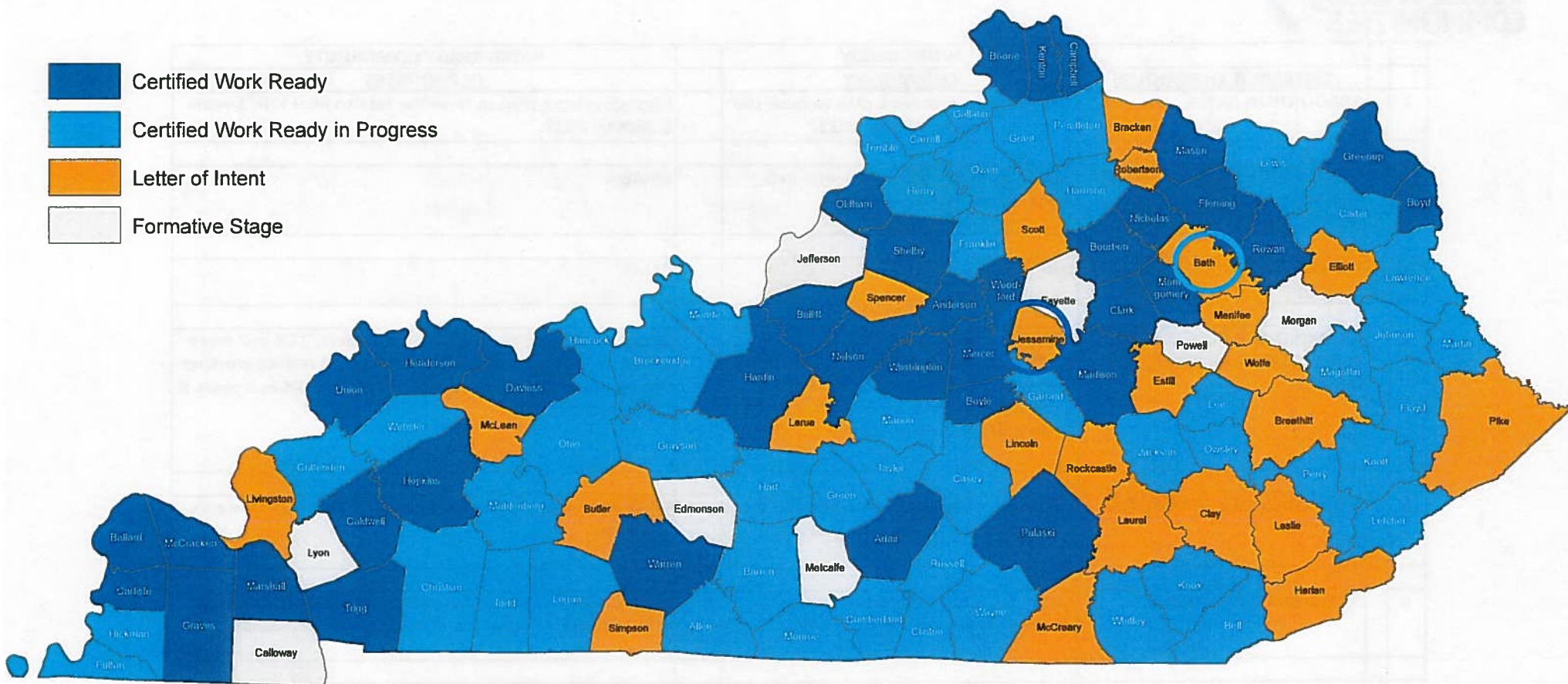
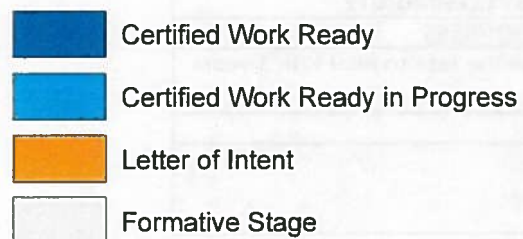
Kentucky Work Ready Re-Certification

Pulaski County

Note:

With approval today, 88 of Kentucky's 120 counties are certified as either WorkReady or WorkReady in Progress.

KENTUCKY
Work Ready
COMMUNITIES





		WORK READY COMMUNITY	WORK READY COMMUNITY IN PROGRESS
	CRITERIA & THRESHOLDS		
1	GRADUATION RATES	88.9% Must present a plan to raise the rate to 98% by 2022.	<u>Must develop a plan</u> to raise the rate to 88.9 % in 3 years & 98% by 2022.
2	NATIONAL CAREER READINESS CERTIFICATE HOLDERS (NCRC) HOLDERS	Plan to raise the rate to 9% with in 3 Years & 15% in 2 more years.	SAME
3	LIST OF STAKEHOLDERS OF SUPPORT	Listing of Stakeholders	SAME
4	WORKING AGE ADULTS (18-64) WITH ATLEAST A 2-YEAR DEGREE	<ul style="list-style-type: none"> • Must be 25% • 32% in 3 Years & 39% in 2 more years. Also must reduce working age adults without high school diploma by 3% in 3 years & 5% in 2 more years.	<u>Must Develop a Plan</u> to be 25% in 3 years, 32% in 2 more years, & 39% in 2 more Years. Also must reduce working age adults without high school diploma by 3% in 3 years & 5% in 2 more years.
5	SOFT SKILLS MEASUREMENTS	Evidence of existing program(s) for both secondary & post-secondary adults	<u>Must develop a plan</u> to achieve soft skills measurements in 3 years.
6	AVAILABILITY OF INTERNET	Urban must have 3Mbps at 90% or greater. Rural is 1.5Mbps at 90%.	Must develop a plan to meet in 3 years Urban 3Mbps at 90% or greater. Rural is 1.5Mbps at 90% or greater.
7	Soft Skills	Describe Occupational Credential Attainment	Present a plan with strategy with local officials



2017-2018 MEETING SCHEDULE

- September 29, 2017
- October 19, 2017 (Strategic Planning Lab)
- Thursday, November 16, 2017
- Thursday, February 15, 2018
- Thursday, May 17, 2018