

WORKSmart

Kentucky



A Strategic Transformation of
Kentucky's Workforce System

IMPLEMENTATION STATUS REPORT

January 31, 2013



KENTUCKY WORKFORCE INVESTMENT BOARD

January Summary

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- *Outreach Activities Local*
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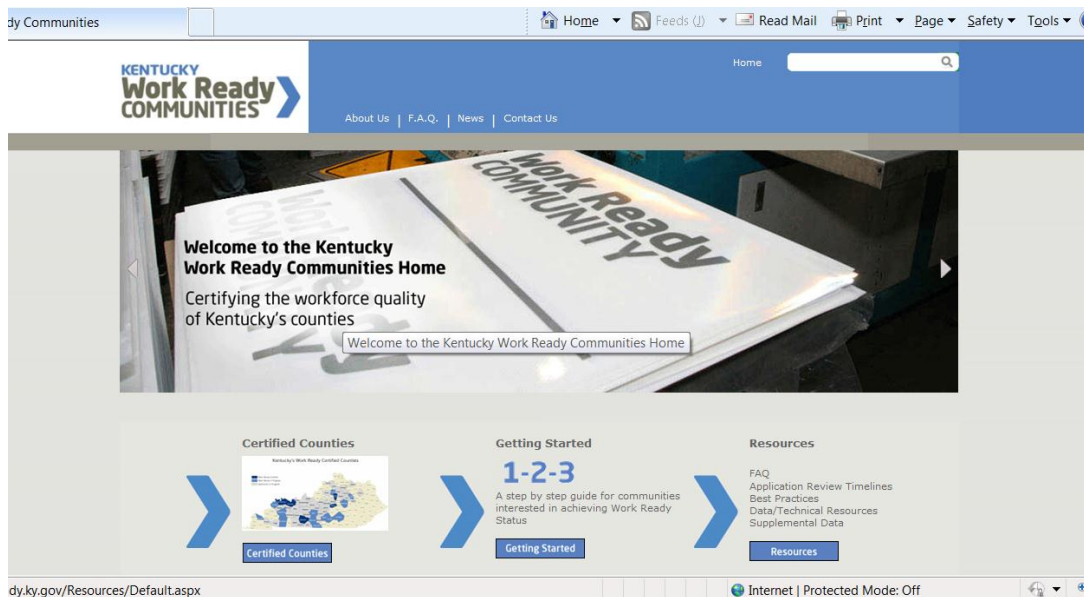


McCracken County



“NEW” Work Ready Communities Website!

<http://workready.ky.gov>



Project Status Summary

System Transformation			
Active	Project Name	Manager/Consultant/Champion	Notes
✓	<i>Industry Partnership Grants/Sector Strategies</i>	Patricia Dudgeon, Mgr. Hugh Haydon, Champion	Reviewed Monthly Invoices for current awardees, reviewed reports for round 1 & 2 grantees. Award letters and financial/reporting packets sent to round 3 awardees. Updated website and notified distribution list of events and updates.
✓	One Stop Certification Policy	Tommy Wheatley, Mgr. Maher & Maher Dr. Lara Needham, Champion	No Report
✓	<i>User Friendly On Line Services</i>	<i>Jim Beyea & Holly Neal, Mgrs.</i> <i>Kim Huston, Champion</i>	Finalizing website copy from Office of Employment & Training, Office of Vocational Rehabilitation and Office for the Blind. Designing template options for partner sites presented to Local Directors.
✓	NCRC	<i>Joe Paul, Mgr.</i> Act, Inc. <i>Reecie Stagnolia, Champion</i>	Recommendation for issuing NCRC cards vs. certificates. WorkKeys Procedures for KY Department of Education. Continue to work with ACT to fix database issues. Testing ncrc.ky.gov billing tab. Governor's Statewide Reserve NCRC Scholarship plan.
✓	Eligible Training Provider List	Linda Burton, Mgr. Rick Christman, Champion	Issued Eligible Training Providers List policy to KWIBs. Planned next steps and updated the timeline for implementation.

Education Alignment			
Active	Project Name	Manager/Consultant/Champion	Notes
✓	Tech High (Phase 1)	Angie Fischer, Mgr. Dr. Dale Winkler, Champion	The contract with Northern Kentucky University (AmeriCorps/ on behalf of Kentucky Campus Compact) has been approved and finalized.
✓	Apprenticeships	Mary Taylor, Mgr. Mark Brown, Champion	KWIB Apprenticeship & Education Committee Kick Off meeting was held.
✓	High School Outreach	Karen Dueker, Melissa Quillen Mgrs. Sec. Joe Meyer, Champion	Committee met to determine next steps. Funding for initiative was discussed. Committee determined that it is necessary to engage the Kentucky Chamber of Commerce, Kentucky Advanced Manufacturers Assoc. and KCTCS.
	GED Express	Jacqueline Korengal, Mgr. Reecie Stagnolia, Champion	No Report

Economic Development Alignment			
Active	Project Name	Manager/Consultant/Champion	Notes
	Mind Your Own Business (Entrepreneurship)	TBD, Mgr. Sec. Larry Hayes, Champion	No Report
✓	Work Ready Communities	Tom West & Jason Slone, Mgrs. Thinking Media Crystal Gibson, Champion	Work Ready Review Panel met and will make one recommendation to Board in February. Steering committee met with new consultant Thomas P. Miller. New signage unveiled.
✓	Rapid Response	Linda Prewitt, Mgr. Thomas P. Miller James Cole, Champion	No Activity this month.
✓	Economic Development Academy	Terri Bradshaw, Mgr. Daryl Smith, Champion	Speaking engagements continue to be scheduled to promote the other KWIB projects and WFD programs to economic developers.

System Simplification			
Active	Project Name	Manager/Consultant/Champion	Notes
✓	Alphabet Soup	Terri Bradshaw, Mgr. N/A, Champion	Merged with Workforce Academy
✓	Partner for Success	Allison Flanagan-Jessee, Mgr. Com. Beth Brinly, Champion	Team met twice in January. Final draft of confidentiality policy is complete and ready for review by regional leadership. Team developed a charter for the revised Case Management system.
✓	Statewide Reserve Investments	N/A	No Report
✓	Case Management	Jane Smith, Mgr. Com. Beth Brinly, Champion	New Project Manager assigned, Jane Smith.
✓	High Performing WIBs	Jason Slone, Mgr. CSW Com. Beth Brinly, Champion	Kick-Off meeting with local Workforce Investment Board and Directors and Chairs was held on January 25 th .

Customer Service Improvements			
✓	Workforce Academy	Susie Edwards & Vicki Wade, Mgrs. Maier & Maier Dr. Judith Rhoads, Champion	First phase training continues in designated areas. Steering committee met to finalize training for central offices of all agencies. Request for Proposals for Phase II of the Academy have been reviewed and are awaiting final decision on how to proceed.
✓	Outreach Initiative/Branding and Identity	Terri Bradshaw & Holly Neal Mgrs. Heidi Margulis, Champion	Request for Proposals on signage returned no responses, new request submitted and will close on February 13, 2013. Finalizing website copy for Kentucky Career Center site.
	Get Back to Work	Jeannie Devers, Mgr. Rep. Larry Clark, Champion	No Report – Not yet started
✓	One Stop Kiosk	Ryan Hanson & Connie Schnell, Mgrs. Com. Beth Brinly, Champion	No new information to report.
✓	UI Customer Service Plan	Dustin Adams, Mgr. Sec. Joe Meyer, Champion	Drafted more Test Scripts for our modernization projects including the Siebel Upgrade and developed a schedule for UAT Testing of the upgrades. UAT Testing to start in February. We went fully live with the Treasury Offset Program

February 2013

February 2013							March 2013						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2	3	4	5	6	7	1	2
10	11	12	13	14	8	9	10	11	12	13	14	8	9
17	18	19	20	21	15	16	17	18	19	20	21	15	16
24	25	26	27	28	22	23	24	25	26	27	28	22	23
							31					29	30

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jan 27 - Feb 2	Jan 27	28	29	30	31	Feb 1	2
						Workforce Developme	
Feb 3 - 9	3	4	5	6	7	8	9
			Workforce Developme 11:30am 12:00pm MONTHLY REPORTS DUE 2:00pm 3:00pm NCRC Advisory Team bi-we	Workforce Developme	Workforce Developme	Workforce Developme 10:30am 11:30am Capitol Education Center Open House (Capitol Education Center, 706 Capitol	
Feb 10 - 16	10	11	12	13	14	15	16
		8:00am 5:00pm SETA Spring Conference (Orlando, FL)	Workforce Developme Workforce Developme Workforce Developme 8:00am 5:00pm SETA Spring Conference (Orlando, FL)	Workforce Developme Workforce Developme 8:00am 5:00pm SETA Spring Confernece (Orlando, FL)	Workforce Developme Workforce Developme Workforce Developme	Workforce Developme	
Feb 17 - 23	17	18	19	20	21	22	23
		1:00pm 3:00pm KWIB Entrepreneurship & Economic Development Committee (KY Cabinet for Economi	Workforce Developme Workforce Developme 1:00pm 2:30pm FW: Outreach Steering C 2:00pm 3:00pm NCRC Advisory Team bi-we	Workforce Developme Workforce Developme	Workforce Developme 10:00am 11:00am FW: RBC Conference Call (877 746 4263 Acces 1:30pm 3:30pm Kentucky Workforce	8:00am 5:00pm KSBA Annual Conference (Galt House East, 140 N. Fourth Street, Louisville, KY) - West, Thomas	
Feb 24 - Mar 2	24	25	26	27	28	Mar 1	2
			Workforce Developme Workforce Developme	Workforce Developme	Workforce Developme Workforce Developme		

March 2013

March 2013							April 2013						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2	7	1	2	3	4	5	6
10	11	12	13	14	8	9	14	8	9	10	11	12	13
17	18	19	20	21	15	16	21	15	16	17	18	19	20
24	25	26	27	28	22	23	28	22	23	24	25	26	27
31					29	30		29	30				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Feb 24	25	26	27	28	Mar 1	2
2/24 - 3/1						Workforce Developme	
	3	4	5	6	7	8	9
3/3 - 8			Workforce Developme 11:30am 12:00pm MONTHLY REPORTS 2:00pm 3:00pm NCRC Advisory Team bi-we	Workforce Developme	Workforce Developme	Workforce Developme	
	10	11	12	13	14	15	16
3/10 - 15			Workforce Developme	Workforce Developme	Workforce Developme	Workforce Developme	
	17	18	19	20	21	22	23
3/17 - 22			Workforce Developme 1:00pm 2:30pm FW: Outreach Steering C 2:00pm 3:00pm NCRC Advisory Team bi-we	Workforce Developme	Workforce Developme 10:00am 11:00am FW: RBC Conference Call (877 746 4263 Access Code: 02 72	Workforce Developme	
	24	25	26	27	28	29	30
3/24 - 29			Workforce Developme	Workforce Developme	Workforce Developme		
	31	Apr 1	2	3	4	5	6
3/31 - 4/5							

April 2013

April 2013							May 2013						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	5	6	7	1	2	3	4
14	8	9	10	11	12	13	12	13	14	8	9	10	11
21	15	16	17	18	19	20	19	20	21	15	16	17	18
28	22	23	24	25	26	27	26	27	28	22	23	24	25

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 31 - Apr 6	Mar 31	Apr 1	2	3	4	5	6
			2:00pm 3:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902) - Dailey, Wendi M (OE	9:00am 2:00pm Work Ready Review Panel (KCTCS, 300 N. Main Street, Versailles, KY 40383) - WFD KWIB Strategic Plan		Workforce Developme 11:30am 12:00pm MONTHLY REPORTS DUE	
Apr 7 - 13	7	8	9	10	11	12	13
			8:00am 11:30am Ky Workforce Academy Training - DWI Agen 1:00pm 4:30pm Ky Workforce Academy Training - DWI Agen	8:00am 11:30am Ky Workforce Academy Training - DWI Agen 1:00pm 4:30pm Ky Workforce Academy Training - DWI Agen	8:00am 11:30am Ky Workforce Academy Training - DWI Agen 1:00pm 4:30pm Ky Workforce Academy Training - DWI Agen		
Apr 14 - 20	14	15	16	17	18	19	20
			8:00am 11:30am Ky Workforce Academy 1:00pm 4:30pm Ky Workforce Academy 1:00pm 2:30pm FW: O 2:00pm 3:00pm NCRC	8:00am 11:30am Ky Workforce Academy Training - DWI Agen 1:00pm 4:30pm Ky Workforce Academy Training - DWI Agen	8:00am 11:30am Ky Workforce Academy 10:00am 11:00am FW: RBC Conference Call 1:00pm 4:30pm Ky Workforce Academy		
Apr 21 - 27	21	22	23	24	25	26	27
			8:00am 11:30am Ky Workforce Academy Training - DWI Agen 1:00pm 4:30pm Ky Workforce Academy Training - DWI Agen	8:00am 11:30am Ky Workforce Academy Training - DWI Agen 1:00pm 4:30pm Ky Workforce Academy Training - DWI Agen	8:00am 11:30am Ky Workforce Academy Training - DWI Agen 1:00pm 4:30pm Ky Workforce Academy Training - DWI Agen		
Apr 28 - May 4	28	29	30	May 1	2	3	4
			8:00am 11:30am Ky Workforce Academy 1:00pm 4:30pm Ky Workforce Academy 2:00pm 3:00pm NCRC Advisory Team bi-we				

KWIB Strategic Plan Presentation Schedule

Strategic Initiatives Presentations

Organization	Date	Time	Presenter(s)	Organization Contact	Contact Info	Notes
Northern Kentucky Workforce Investment Board	1/8/13	8:00 AM	Tom West			Work Ready Communities
Kentucky Valley Educational Cooperative Board	1/23/13	8:00 AM	Tom West			Work Ready Communities
State Workforce Investment Areas	1/25/13	9:00 AM	Tom West/Holly Neal			High Impact Workforce Investment Boards

KWIB Strategic Plan Outreach Presentations

Local Workforce Investment Boards

LWIA	Date	Location	Time	Presenter(s)	Local Contact	Notes
West Kentucky	1/8/2013	Hopkinsville	Varies	Greta Jones Lisa Adams Chris Wendel	Greta Jones	Workforce Development Academy - Module 1
West Kentucky	1/10/2013	Madisonville	Varies	Greta Jones Lisa Adams	Greta Jones	Workforce Development Academy - Module 1
Barren River	1/11/2013	Bowling Green	Varies	Missy Wheeler Vickie Wade Donald McGlothlin Regina Woodbright Jane Smith	Missy Wheeler	Workforce Development Academy - Module 2
EKCEP	1/15/2013	Prestonsburg	Varies	David Pelphrey Traci Nolen	Angela Ball	Workforce Development Academy - Module 4
EKCEP	1/15/2013	Pineville	Varies	Deanna Robertson Melissa Quillen	Angela Ball	Workforce Development Academy - Module 4
EKCEP	1/15/2013	Hazard	Varies	Joyce Wilcox Joanna Collins	Angela Ball	Workforce Development Academy - Module 4
Northern Kentucky	1/15/2013	Florence	Varies	Canis Wirth Jane Myers	JoEllen Mitchell	Workforce Development Academy - Module 3
West Kentucky	1/15/2013	Hopkinsville	Varies	Greta Jones Lisa Adams Chris Wendel	Greta Jones	Workforce Development Academy - Module 2
EKCEP	1/16/2013	Prestonsburg	Varies	David Pelphrey Traci Nolen	Angela Ball	Workforce Development Academy - Module 4
EKCEP	1/16/2013	Pineville	Varies	Deanna Robertson Melissa Quillen	Angela Ball	Workforce Development Academy - Module 4
EKCEP	1/16/2013	Hazard	Varies	Joyce Wilcox Joanna Collins	Angela Ball	Workforce Development Academy - Module 4
Northern Kentucky	1/16/2013	Florence	Varies	Larry McNabb Jane Myers	JoEllen Mitchell	Workforce Development Academy - Module 3
EKCEP	1/17/2013	Hazard	Varies	Joyce Wilcox Joanna Collins	Angela Ball	Workforce Development Academy - Module 4
EKCEP	1/17/2013	Prestonsburg	Varies	David Pelphrey Traci Nolen	Angela Ball	Workforce Development Academy - Module 4
EKCEP	1/17/2013	Pineville	Varies	Deanna Robertson Melissa Quillen	Angela Ball	Workforce Development Academy - Module 4
Northern Kentucky	1/17/2013	Florence	Varies	Jane Myers Jennifer Miller	JoEllen Mitchell	Workforce Development Academy - Module 3
West Kentucky	1/17/2013	Madisonville	Varies	Greta Jones Lisa Adams	Greta Jones	Workforce Development Academy - Module 2
Barren River	1/18/2013	Bowling Green	Varies	Missy Wheeler Vickie Wade Donald McGlothlin Regina Woodbright Jane Smith	Missy Wheeler	Workforce Development Academy - Module 2
West Kentucky	1/22/2013	Hopkinsville	Varies	Greta Jones Lisa Adams Chris Wendel	Greta Jones	Workforce Development Academy - Module 3

KWIB Strategic Plan Outreach Presentations

Local Workforce Investment Boards

LWIA	Date	Location	Time	Presenter(s)	Local Contact	Notes
West Kentucky	1/24/2013	Madisonville	Varies	Greta Jones Lisa Adams	Greta Jones	Workforce Development Academy - Module 3
Barren River	1/25/2013	Bowling Green	Varies	Missy Wheeler Vickie Wade Donald McGlothlin Regina Woodbright Jane Smith	Missy Wheeler	Workforce Development Academy - Module 2
West Kentucky	1/29/2013	Hopkinsville	Varies	Greta Jones Lisa Adams Chris Wendel	Greta Jones	Workforce Development Academy - Module 4
West Kentucky	1/31/2013	Madisonville	Varies	Greta Jones Lisa Adams	Greta Jones	Workforce Development Academy - Module 4

Implementation Progress Report



Date: January 2013

Project: Sector Strategies

Consultant or Agency name: Office of Employment and Training

Implementation Status: 90% complete

Completion Date: June 2013

Tasks completed this month:

Reviewed monthly invoices/documentation for current awardees (8)
Reviewed quarterly reports - round 1 & 2 grantees
Sent award letters to Northern & EKCEP - round 3 awardees
Distributed financial/reporting packets for round 3
Updated IP grant chart/posted to website
Published service announcement for round 3
Notified IP distribution list of events/updates/information
Finalized closeout for Northern Kentucky Industry Park (NKIP) grant-unspent funds reconciled

Major milestones reached to date:

Industry Partnerships Grant Opportunity RFP issued August 15, 2011; Up to \$500,000 in funds available
IP proposals received in OET - 4:00 p.m. - October 10, 2011
Review Team met for consensus on awards - November
Three (3) IP Grants awarded December 2011
IP RFP - 2nd Round announced for early 2012
First Round Awardees received "Ready-Set-Go" packets from OET - January 2012
Release of IP - RFP-2nd Round - March 30, 2012
IP-2nd Round IP proposals received in OET - May 15, 2012
Five (5) IP Grants awarded June 30, 2012
IP - 3rd Round Quick Start mini-grants RFP released - October 24, 2012
IP - 3rd Round Quick Start mini-grants awarded to EKCEP & Northern
Total of all 10 grants awarded to-date (12-31-2012) - \$562,508

Tasks to be completed next month:

Review of monthly invoices/documentation for awardees
Review of quarterly reports
Communication with all interested IP entities/updates, TA
Closeout for remaining Round 1 awardees
Mid-term reviews for Round 2 awardees

Implementation Progress Report



Coordination/collaboration required next month:

Complete closeout for ending Round 1 grants

Implementation Progress Report



Date: January 2013

Project: User-friendly On-line Services

Consultant or Agency name: Office of Employment and Training

Implementation Status: 85 % Complete

Completion Date: July 2013

Tasks completed this month:

Burning Glass (Focus Career/Talent/Assist):

Website Re-Design: Finalizing website copy from OET, OVR and OFB.

Designing template options for partner sites were presented to LWIB Directors.

Gathering lifestyle pictures from KWIB board members businesses to give the site a true "Kentucky" look and feel.

Major milestones reached to date:

Burning Glass:

Business Rules have been written for employee portal.

Testing has discovered bugs, which is a good thing so we can clean the application up.

Coordination is ongoing between our testers and BG's core development team to clean up any bug issues.

Statewide training has begun and will continue into the second week of June.

Implementation to Production on June 30, 2011.

Focus Talent has been showcased in 3 areas. Testing has begun.

Focus Talent rolled out to same 3 areas we showcased. Employers were identified and are now using Focus Talent to post job orders.

We continue to receive Focus Career enhancements as well as Focus Talent patches.

Developed full training curriculum for Focus Talent to be conducted to Kentucky State staff in April.

Trained Kentucky staff on Focus Talent.

Deployed "Live" Focus Talent statewide on April 30, 2012.

Continued statewide training on all Burning Glass products.

Work with Burning Glass vendor on the final phase of Focus Talent release.

Here are our numbers since implementing FC in June of 2011 and FT in April 2012:

219689 --- total active seekers

8097 --- total active employers

35871 --- total jobs

365696 --- total referrals

Website Re-Design:

Website sub-committee met on 4/24 to discuss expectations of group.

All agencies and partners were represented.

Decided to move website to: www.kentuckycareercenter.com.

Test website up and running in October 2012.

OET videos updated to reflect in KCC logo, captioned and Spanish translation.

Operating under a Spring 2013 roll out.

Proposed GUI re-design: Phasing out E3 website. Will migrate information into the new Kentucky Career website.

Implementation Progress Report



Tasks to be completed next month:

Burning Glass:

Continue support on all 3 Burning Glass products. Career, Talent and Assist.
Conduct additional trainings on all 3 products statewide for Kentucky and WIA staff.
Continue to work and develop the enhanced Focus Talent release scheduled for Fall 2013.
Development test plans for the upcoming final Focus Talent build.

Phasing out E3 website. Will migrate information into the new Kentucky Career website.

Website Re-Design: Finalize copy on OET, OVR and OFB to be included on KCC site. Produce a new Welcome to the site video. Hand test site off to Focus Group vendor for set ups.

The last quarter of 2012, KCC and DTS plan to freeze PROD Focus Suites code. Burning Glass will deliver Gen2 build to KY First Quarter of 2013 for KCC to test.

Coordination/collaboration required next month:

Burning Glass:

Work with DTS on the Focus Suites updates, testing, and other issues. Continue to work with DTS and the Burning Glass programmers on issues as they arise.

Website Re-Design: Work with branding website sub-committee and New West agency on site copy and design.

Implementation Progress Report



Date: January, 2013

Project: National Career Readiness Certificates

Consultant or Agency name: Office of Employment and Training

Implementation Status: 100 % complete

Completion Date: August, 2011

Tasks completed this month:

1. Recommendation for Issuing NCRC cards v certificates.
2. WorkKeys/Procedures for KDE for CCR
3. Continue to work with ACT to fix RegiSTAR database issues caused by CWRC upgrades.
4. Testing nrcr.ky.gov Billing tab for completion.
5. Governor's Statewide Reserve NCRC Scholarship plan

Major milestones reached to date:

1. Umbrella contract executed with ACT / Kentucky Database completed and testing started
2. KY NCRC Database populated with Test Sites and Users / KY NCRC Database tested / First Certificate printed / Kentucky Database complete and ready for ACT files / Printed backlog of Certificates
3. "Soft Roll Out" executed
4. On-Line Task Specific Training integrated into nrcr.ky.gov
5. KY NCRC Database Billing Process completed
6. ATC project complete and data sent to OCTE - FY11
7. Execute Outreach Program to engage Employers in NCRC - funds made available to WIA's for face to face meetings with employers to sell NCRC
8. KY NCRC Database Billing Process completed - (Invoices still being generated by DTS staff)
9. Ver. 2.0 of the NCRC program was completed. (over 9,000 missing records recovered from rebuild)
10. Outreach program to employers via the WIA's completed 30 Jun, 2011.
11. Yellow Ribbon Event with KYNGR to explain the NCRC to returning veterans.
12. Budget items submitted as part of cabinet budget
13. SWR proposal sent for testing of OCTE Area Technology Center seniors during FY12.
14. Amendment and One year extension to Delegation of Payment Agreement ACT & OET received from Cabinet Legal Dept. and forwarded to Finance Cabinet.
15. 2500 ACT Scholarships allotted to KY Adult Ed and OET.
16. Completed budget process for FY13/14 (to include all graduating High School Senior assessment)
17. Funds Released for OCTE/OET Collaboration to assess all Area Technology Center Seniors.
18. Extension of Contract with ACT to provide WorkKeys testing in Kentucky
19. Hired Administrative Assistant and began training
20. NCRC Coordinator provided technical expertise to counties requesting Work Ready Community status by providing data.
21. NCRC Coordinator conducted several presentations to counties and Work Ready Community teams.
22. NCRC Coordinator provided WorkKeys expertise to Economic Development meetings for prospective industries moving to the Commonwealth.
23. Plan to create files from ACT to meet KDE reporting requirements completed and testing. Separate reporting realm was created for High Schools and ATCs
24. OET and WIA Administrators trained (or refresher training Feb – Mar, 2012)
25. GED and NCRC Free Program launched with reporting requirements in place.
26. ATC 2012 testing completed & qualifying NCRC awards printed and shipped to schools.
27. Conversion to NCRC Plus with new NCRC design.

Implementation Progress Report

Tasks to be completed next month:

1. Continue editing Standard Operating Procedures (SOP).
2. Continue to resolve KY NCRC customer service issues.
3. Continue to tweak the ncrc.ky.gov site's billing and reporting modules with DTS
4. Continue to review with OCTE the effectiveness of the WorkKeys/NCRC testing project and produce related reports.
5. Work with OCTE on programs to better deliver WorkKeys assessments, including remediation efforts
6. Update Certified Work Ready Community NCRC Attainment numbers.
7. Continue discussions about NCRC Social Media presence

Coordination/collaboration required next month:

1. Continue to identify with DTS any upgrades and/or enhancements that need to be made to the ncrc.ky.gov web site to increase functionality streamline workflow.
2. Coordinate and share WorkKeys data and procedural with Dept of Education
3. Collaborate with KY National Guard / Reserves to work with returning veterans.
4. Collaborate with OCTE to develop program enhancements for FY13.
5. Coordinate projects with ACT for better delivery of services.
6. Coordinate with Certified Work Ready Community initiative.
7. Coordinate with OVR on Governor's Statewide Reserve NCRC Scholarship plan.

Implementation Progress Report



Date: January 2013

Project: Eligible Training Providers

Consultant or Agency name: Office of Employment and Training

Implementation Status: 95% complete

Completion Date: June 2013

Tasks completed this month:

Issued ETPL policy to KWIBs
Planned next steps and updated the timeline for implementation with Charles McGrew and Linda Borkosky

Major milestones reached to date:

Established ETPL Steering Committee.
Developed four basic principals for foundation of ETPL policy.
Conducted surveys of providers and other state workforce agencies.
Prepared draft ETPL policy for focus group discussion and input.
Presented policy document to KWIB for review and input.
Prepared and presented draft procedures to steering committee for discussion and input.
Approved by KWIB, November 15, 2012.
Implemented the KWIB approved policy as an OET advisory at this time; delayed promulgation into Administrative Regulation until year three (determined after consultation with legal counsel and with Commissioner's direction).

Tasks to be completed next month:

Update provider contact list
Develop instructions and correspondence to describe the data collection process
Plan and schedule an informational webinar for providers and LWIBs

Coordination/collaboration required next month:

Implementation Progress Report



Continue coordination with Kentucky Center for Education and Workforce Statistics (KCEWS) formerly the P-20 Data Collaborative.

Implementation Progress Report



Date: January 2013

Project: Tech High (First Phase)

Consultant or Agency name: Office of Career and Technical Education

Implementation Status: 50% complete

Completion Date: June 2013

Tasks completed this month:

The contract with Northern Kentucky University (AmeriCorps/on behalf of Kentucky Campus Compact), has been approved and finalized. As of January 15th, 2013 - 10 career coaches started work at the Area Technology Center's (ATC's). Career coaches will provide college and career coaching to individual students, small groups, classes, parents and at school events, emphasizing such issues as Individual Learning Plans (ILPs); completing the Free Application for Federal Student Aid (FAFSA) for both students and parents; the College Cost and Planning Report; choosing careers and planning high school classes accordingly; choosing a postsecondary path; studying for placement tests; general study skills; applying to college and individual programs; applying for scholarships; and college visits, etc. The principals at the ATC's will supervise the coaches. The end date of the contract is June 30, 2013.

Major milestones reached to date:

The contract with Northern Kentucky University (AmeriCorps/on behalf of Kentucky Campus Compact), has been approved and finalized. As of January 15th, 2013 - 10 career coaches started work at the Area Technology Center's (ATC's).

Tasks to be completed next month:

Career coaches will provide college and career coaching to individual students, small groups, classes, parents and at school events, emphasizing such issues as Individual Learning Plans (ILPs); completing the Free Application for Federal Student Aid (FAFSA) for both students and parents; the College Cost and Planning Report; choosing careers and planning high school classes accordingly; choosing a postsecondary path; studying for placement tests; general study skills; applying to college and individual programs; applying for scholarships; and college visits, etc. These tasks will be ongoing throughout the 2012-2013 school year.

Implementation Progress Report



Coordination/collaboration required next month:

Working with the Program Advisor to ensure all career coaches are working with students and making an impact with those students. Following-up with the ATC Principals to ensure the career coach at their school is completing job duties, etc. Working with Northern Kentucky University (AmeriCorps/on behalf of Kentucky Campus Compact, Gayle Hilleke) office to ensure expenses submitted by ATC are being paid and all requirements of the contract are being fulfilled.

Implementation Progress Report



Date: January 2013

Project: High School Outreach

Consultant or Agency name: Office of Employment and Training

Implementation Status: 80% complete

Completion Date: November 2013

Tasks completed this month:

Committee met this month to determine "next steps." Thirteen individuals were present representing several Cabinets. Funding for this initiative was discussed. At this meeting it was determined it is necessary to engage the Kentucky Chamber of Commerce, Kentucky Advanced Manufactures Association and KCTCS.

Major milestones reached to date:

Created and sent survey to guidance counselors, LWIB's and superintendents to get a better idea of what is happening around the state regarding connectivity with One Stops and types of career readiness activities that are available to high school students
Refined goals of the project
Developed Plan of Action
Designed homepage for kyschooltocareer.com website
Added representatives from KDE and OCTE to steering committee
Received notification of funding amount now available for HSO
Development of a recommendation to begin partner discussions with KDE, KCTCS, Economic Development, Workforce Development and other stakeholders to purchase and use cclnspire across the Commonwealth as a link between students and business partners
Scheduled a meeting to present cclnspire to decision-making partners
cclnspire presented to various Cabinet leaders and staff. Each agency was requested to send a representative with decision making authority to the next meeting.

Tasks to be completed next month:

Determine if WIA youth funds can be spent to assist funding cclnspire.
Concentrated effort on engaging key KY Chamber members, KY Advanced Manufacturing Association.
Set another date for Steve Yaun to present cclnspire to these groups and others as identified.

Implementation Progress Report



Coordination/collaboration required next month:

From this point forward collaboration from all concerned parties is crucial in order to complete the tasks outlined above. Next meeting is set for February 6 at the CHR building, 2nd floor. At this time Steve Yaun will present cclnspire to KY Chamber members and members of KAM. Engagement of KCTCS will also be explored.

Implementation Progress Report



Date: January 2013

Project: Work Ready Communities

Consultant or Agency name: Thinking Media

Implementation Status: 100% complete

Completion Date: June 2011

Tasks completed this month:

- 1). WRC Review Committee - met at KCTCS to review current applications for certification during this time period. January 14, 2013
- 2). WRC Steering Committee - met at KCTCS with newly selected consultant - Thomas P. Miller and Associates - to discuss some of the strategic planning needed for the marketing outreach design. January 14, 2013.
- 3). New signage was displayed by Tom West - created by the Ky. Transportation Cabinet.

Major milestones reached to date:

18 counties have been certified as either Work Ready or Work Ready - In Progress.

Tasks to be completed next month:

KWIB Meeting - Counties receiving certification will be voted on to confirm certifications and presentations of WRC Packet materials.

Coordination/collaboration required next month:

As of this report - no additional collaboration is scheduled for the WR Steering Committee.

Implementation Progress Report



Date: January 2013

Project: Rapid Response

Consultant or Agency name: Office of Employment and Training

Implementation Status: 100% complete

Completion Date: September 2012

Tasks completed this month:

No activity this month.

Major milestones reached to date:

- TPMA submitted final recommendations
- TPMA conducted statewide Business Services Training
- Redesign Phase of Project completed. Steering Committee accepted/approved final version of TPMA report
- Seven LWIBs were awarded funds to implement and/or enhance Business Services teams and develop a Business Service framework.

Tasks to be completed next month:

No activity planned.

Coordination/collaboration required next month:

None

Implementation Progress Report



Date: January 2013

Project: Economic Development Academy

Consultant or Agency name: Office of Employment and Training

Implementation Status: 95% complete

Completion Date: December 2012

Tasks completed this month:

Speaking engagements continue to be scheduled to promote the other KWIB projects and WFD programs to economic developers.

Major milestones reached to date:

Building partnerships with KCED and others in economic development.

Tasks to be completed next month:

Speaking engagements and networking opportunities will continue to be scheduled with economic development representatives and businesses. Work will continue in using Labor Insight as another economic/workforce development tool.

Coordination/collaboration required next month:

Continue to work with businesses and economic development organizations throughout the state to share the new programs offered by WFD and the WIA incentives. Funding for this project is being negotiated among other projects. Until that issue is resolved, the academy is at a holding point.

Implementation Progress Report



Date: January 2013

Project: Partner for Success

Consultant or Agency name: Office for the Blind

Implementation Status: 75% complete

Completion Date: December 2014

Tasks completed this month:

The team met on January 8 and January 31. The final draft of the confidentiality policy is complete and ready to send to regional leadership of all agencies for review and input. The team developed a charter for the revised Case Management system. In addition, the draft agenda and logistics were developed for the April 30-May 1 PfS Leadership meeting at Lake Cumberland.

Major milestones reached to date:

April 2011 - Successfully completed the Partners for Success Collaborative Meeting of Department Leaders at Lake Cumberland

Nov 2011 - Successfully completed train-the-trainer sessions across the state to share the KWIB initiatives and direction

Tasks to be completed next month:

The team will meet on 2/28/13 to continue the PfS training plans and roll out of the confidentiality policy statewide.

Coordination/collaboration required next month:

Next meeting on 2/28/13

Implementation Progress Report



Date: January 2013

Project: High Performing Workforce Boards

Consultant or Agency name: Office of Employment and Training

Implementation Status: 100% complete

Completion Date: December 2012

Tasks completed this month:

- 1). Steering Committee Launch Team - Planning meetings for January 25, 2013 launch date and application redesign confirmed on January 24, 2013.
- 2). Official kick-off meeting with Local WIB Directors and Chairs held January 25, 2013 at Ky. Transportation Cabinet. Discussion included - a full breakdown of the application and walk-through of the administrative criteria requirements. Explanation of the condensed application and redesign of the criteria. Discussed the timeline and submission of materials process for the boards.

Major milestones reached to date:

- 1) Project design completed in June 2011. Learning year reviews completed during the summer of 2011. Application and criteria reviews and redesign completed in December 2012. Standards year one launched on January 25, 2013 statewide.

Tasks to be completed next month:

Only activities to be planned - first round of "letters of intent" to apply are scheduled. Planning committee would need to possibly discuss onsite review procedures and training of teams - in the event this should be received.

Coordination/collaboration required next month:

Coordination of training for onsite reviews if cabinet receives an official notification for intent to apply by a Local Workforce Area.

Implementation Progress Report



Date: January 2013

Project: Workforce Academy

Consultant or Agency name: Office for Vocational Rehabilitation

Implementation Status: 65% complete

Completion Date: August 2013

Tasks completed this month:

The first phase of the Workforce Academy Training continues in the designated area. Some members of the steering team are scheduled to meet on Friday, February 8, 2013 to finalize implementation of the academy in central offices of all agencies. The trainings will take place in the months of April and May with 12 cohorts for the 4 modules. Make-up sessions will be held in June 2013. The Request for Proposals for phase II of the academy have been reviewed and we are awaiting final decision on how to proceed.

Major milestones reached to date:

The Cumberlands, Greater Louisville/Kentuckiana, Lincoln Trail, Tenco, Green River Areas have completed the first phase of the workforce academy training.

Tasks to be completed next month:

Continue to monitor the progress of the first phase of the workforce academy. Provide support to the trainers and areas as needed. Northern Kentucky and West Kentucky Area are scheduled to complete their trainings in February.

Coordination/collaboration required next month:

Communication with liaisons and training team to field questions and issues that may arise during the implementation phase. Follow through with Phase II RFP's.

Implementation Progress Report



Date: January 2013

Project: Branding and Identity

Consultant or Agency name: Office of Employment and Training

Implementation Status: 50% Complete

Completion Date: May 2013

Tasks completed this month:

Original signage RFP which closed on 12/12/12 came back from Finance with no bids submitted. Signage RFP was re-submitted via Finance with bids due back January 3, 2013 came back with no bids submitted again. Moved RFP from Finance to Division of Contract and Engineering group to submit RFP. Bids will be opened on Feb. 13.
Finalizing website copy for KCC site.
Submitted partner website templates to LWIB Director's.

Major milestones reached to date:

Brand Management Specialist started on 2/16
Identified Regional Brand Champions in the regions
Immersion - Landor shared new brand guidelines with stakeholders
Strategic Exercises - Stakeholders learned to become champions of the new brand vision
Stakeholders determined priorities for Brand implementation
Charter and Guiding Principles established
Draft Plan of Work, including budget presented
Plan of Work finalized
Internal Branding Outreach items ordered and sent to regions

Tasks to be completed next month:

Get sign vendor selected from bids received
Organize schedule for local office folks to approve sign plans
Work on finalizing website copy from partners and agencies.
Finalize "office location" options for site
Finalize calendar for new site
Send test site out to sub-committee for review before going to focus groups

Coordination/collaboration required next month:

Consultation with Terri Bradshaw, Holly Neal, Steering Committee, and Regional Brand Champions as needed for brand implementation/outreach.
Meet with DTS and New West ad agency on website specifics
Meet with Finance to finalize sign vendor from bids received