

# WORKSmart

Kentucky



A Strategic Transformation of  
Kentucky's Workforce System

## IMPLEMENTATION STATUS REPORT

July 31, 2013



KENTUCKY WORKFORCE INVESTMENT BOARD

# July Summary

## Report Contents

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- *Project Calendar (Next Three Months)*
- *Outreach Activities State*
- *Outreach Activities Local*
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Kentucky Career Center Brand Launch w/ Governor Beshear

# 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/documentation for current awardees (8); updates to management on balance of funds; prepared best practices overview for management.
✓	One Stop Certification Policy	Tommy Wheatley & Holly Neal Mgrs. <b>Maher &amp; Maher</b> Dr. Lara Needham, Champion	Working with COT on finalizing Workforce Academy Phase 2 – Career Center Certification roll out.
✓	User Friendly On Line Services	Jim Beyea & Holly Neal, Mgrs. Kim Huston, Champion	Launched <a href="http://www.kentuckycarercenter.com">www.kentuckycarercenter.com</a> on 7/15; loaded “how to” videos on site; all videos loaded on You Tube to be linked on Kentucky Career Center site.
✓	NCRC	Joe Paul, Mgr. <b>Act, Inc.</b> Reecie Stagnolia, Champion	Delivered Governor’s Statewide Reserve NCRC Scholarship project reports. Update contracts with partners. Partner Reports created and distributed for FY13 WorkKeys/NCRC activity. Attended Certified Readiness Certificate State Group Conference.
✓	Eligible Training Provider List	Linda Burton, Mgr. Rick Christman, Champion	No Report

Education Alignment			
Active	Project Name	Manager/Consultant/Champion	Notes
✓	Tech High (Phase 1)	Angie Fischer, Mgr. Dr. Dale Winkler, Champion	No activity this month.
✓	Apprenticeships	Mary Taylor, Mgr. Mark Brown, Champion	KWIB Apprenticeship & Education Committee continues to develop action plan. No Report.
✓	High School Outreach	Karen Dueker, Melissa Quillen Mgrs. Sec. Joe Meyer, Champion	The team did not meet this month. Next steps to be discussed in August.
	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. <b>Thinking Media</b> Crystal Gibson, Champion	Review Panel met July 10 <sup>th</sup> , will make county recommendations to Board in August.
✓	Rapid Response/ Kentucky Unified Business Services:	Linda Prewitt, Mgr. <b>Thomas P. Miller</b> James Cole, Champion	Maher & Maher consultants completed the Unified Business Services Framework recommendations. The Unified Business Services Steering Committee met on July 24, 2013 to discuss the recommendations and next steps.
✓	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, Mgr. Com. Beth Brinly, Champion	No activity this month.
✓	Statewide Reserve Investments	N/A	No Report
✓	Case Management	Jane Smith, Mgr. Com. Beth Brinly, Champion	Initial draft for integrated referral has been approved.
✓	High Performing WIBs	Jason Slone, Mgr. <b>CSW</b> Com. Beth Brinly, Champion	Two Board reviews completed; Lincoln Trail and Kentuckiana Works.

Customer Service Improvements			
✓	Workforce Academy	Susie Edwards & Vicki Wade, Mgrs. <b>Maier &amp; Maier</b> Dr. Judith Rhoads, Champion	Videos from first phase are complete for online training initiatives. Phase II is in the working phase and the webinars developed are ready for implementation.
✓	Outreach Initiative/Branding and Identity	Terri Bradshaw & Holly Neal Mgrs. Heidi Margulis, Champion	Signage installation on Phase 2 complete while clean up on all signs is ongoing; Launched <a href="http://www.kentuckycareercenter.com">www.kentuckycareercenter.com</a> website. Held external launch with Gov. Beshear on 7/25 at Shelbyville Career Center. Received outreach items in 10 regions and Central Office. Sent out KCC name tags to OET regional managers
	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 Report
✓	UI Customer Service Plan	Dustin Adams, Mgr. Sec. Joe Meyer, Champion	Began work on what will be required to implement HB102; in October 2013. Began work on requirements for implementing the surcharge to begin January 2014. Wrapped up last year's State Quality Service Plan and Corrective Action Plans with the U.S. Department of Labor. Began working on what will happen with Sequestration come the October 1, 2013 Federal Fiscal Year Change. Worked on issues with the Electronic Employer Claim Filing Process.

# July 2013

July 2013

August 2013

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jun 30	Jul 1	2	3	4	5	6
					11:30am 12:00pm MONTHLY REPORTS DUE	
7	8	9	10	11	12	13
		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			
14	15	16	17	18	19	20
				10:00am 11:00am FW: RBC Conference Call (877 746 4263 Access Code: 02 72 333#) - Neal, Holly (Education Cabinet)		
21	22	23	24	25	26	27
		2:00pm 4:30pm Copy: Unified Business Services Steering Co 2:00pm 3:00pm NCRC Advisory Team bi-weekly conferenc				
28	29	30	31	Aug 1	2	3

Jun 30 - Jul 6

Jul 7 - 13

Jul 14 - 20

Jul 21 - 27

Jul 28 - Aug 3



# August 2013

August 2013

September 2013

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

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jul 28	29	30	31	Aug 1	2	3
4	5	6	7	8	9	10
	11:30am 12:00pm MONTHLY REPORTS DUE	2:00pm 3:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902) - Dailey, Wendi M (OE				
11	12	13	14	15	16	17
				10:00am 11:00am FW: RBC Conference Call (877 746 4263 Acces 1:30pm 3:30pm Kentucky Workforce Investment Board M		
18	19	20	21	22	23	24
		2:00pm 3:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902) - Dailey, Wendi M (OE				
25	26	27	28	29	30	31

Jul 28 - Aug 3

Aug 4 - 10

Aug 11 - 17

Aug 18 - 24

Aug 25 - 31

# September 2013

September 2013

October 2013

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

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Sep 1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
		2:00pm 3:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902) - Dailey, Wendi M (OE)		11:30am 12:00pm MONTHLY REPORTS DUE		
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
		2:00pm 3:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902) - Dailey, Wendi M (OE)		10:00am 11:00am FW: RBC Conference Call (877 746 4263 Access Code: 02 72 333#) - Neal, Holly (Education Cabinet)		
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b>	<b>Oct 1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

Sep 1 - 7

Sep 8 - 14

Sep 15 - 21

Sep 22 - 28

Sep 29 - Oct 5

# 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
Big Sandy P-16 Councils - Prestonsburg	2/19/13	8:00 AM	Tom West	Melinda Justice		Work Ready Communities
Kentucky Chamber of Commerce	3/12/13	1:00 PM	Tom West	Betsy Dexter		Work Ready Communities
National Governors Assoc., State Workforce Investment Board Chairs, Washington, DC	2/22 - 2/24, '13	All Day	Tom West / Ed Holmes			Delivering the Skilled Workers Business and Industry Needs
Work Ready Communities Sign Distribution	3/6/13	All Day	Tom West			Work Ready Sign Distribution Tour - Montgomery, Madison, Boyle, Woodford & Franklin Counties
Work Ready Communities Sign Distribution	3/7/13	All Day	Tom West			Work Ready Sign Distribution Tour - Hart, Warren, Barren, Monroe, Adair & Russell Counties
Hopkins County "Hot Topic Lunch"	3/8/13	12:00 N	Tom West	Joyce Riggs (for Dr. Rhoads)		Hot Topic Lunch presentaton on Work Ready Communities, sign presentation for Hopkins County.
Work Ready Communities Sign Distribution	3/8/13	All Day	Tom West			Work Ready Sign Distribution Tour - Henderson, Union, Christian & McCracken Counties
Kentucky Cosiety for Human Resource Management, State Council Meeting	4/16/13	10:00 AM	Tom West			Kentucky Work Ready Communities
Appalachion Teaching and Leadership Network, Hazard KY	4/23/13	10:00 AM	Tom West			Kentucky Work Ready Communities
Kentucky (Chapter) of the American Planners Association KAPA	5/8-5/10 '13	All Day	Tom West			Kentucky Work Ready Communities
Kentucky Work Ready Communities Summit	5/16/13	8:00 AM	Multiple	Tom West		Work Ready Communitites "Best Practices" Summit
Alltech 29th Annual International Symposium	5/21/13	8:30 AM	Tom West			Kentucky Work Ready Communities
Grant County Board of Education, Williamstown, KY	6/3/13	10:30 AM	Tom West			Kentucky Work Ready Communities
Pennyrile Area Development District, Hopkinsville	6/10/13	5:45 PM	Tom West			Kentucky Work Ready Communities
Kentucky Career Center, Shelbyville	7/25/13	1:00 PM CT	Governor Beshear, Sec. Tom Zawacki, Comm. Beth Brinly, Ed Holmes	Holly Neal		Kentucky Career Center Launch
Webster County's School District Opening Day	8/2/13	9:30 AM	Tom West	Betsy Wells-Jones		Kentucky Work Ready Communities

# 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
West Kentucky	1/15/2013	Hopkinsville	Varies	Greta Jones Lisa Adams Chris Wendel	Greta Jones	Workforce Development Academy - Module 2
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
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
Bluegrass	2/5/2013	Lexington	Varies	Amanda Hall Tiffany Holder	Crystal Saunders	Workforce Development Academy - Module 1
West Kentucky	2/5/2013	Hopkinsville	Varies	Greta Jones Chris Wendel	Greta Jones	Workforce Development Academy - Module 1
Bluegrass	2/6/2013	Lexington	Varies	Karen Jones Nancy Tooley	Crystal Saunders	Workforce Development Academy - Module 1
Bluegrass	2/7/2013	Lexington	Varies	Tiffany Bryant Amanda Hall	Crystal Saunders	Workforce Development Academy - Module 1
West Kentucky	2/7/2013	Paducah	Varies	Greta Jones Lisa Adams Chris Wendel	Greta Jones	Workforce Development Academy - Module 1

# KWIB Strategic Plan Outreach Presentations

## Local Workforce Investment Boards

LWIA	Date	Location	Time	Presenter(s)	Local Contact	Notes
Barren River	2/8/2013	Bowling Green	Varies	Vickie Wade Donald McGlothlin Regina Woodbright Jane Smith Missy Wheeler	Missy Wheeler	Workforce Development Academy - Module 3
Bluegrass	2/12/2013	Lexington	Varies	Amanda Hall Chanell Jones	Crystal Saunders	Workforce Development Academy - Module 1
West Kentucky	2/12/2013	Hopkinsville	Varies	Greta Jones Chris Wendel	Greta Jones	Workforce Development Academy - Module 2
Bluegrass	2/13/2013	Lexington	Varies	Karen Jones Tiffany Bryant	Crystal Saunders	Workforce Development Academy - Module 1
Bluegrass	2/14/2013	Lexington	Varies	Karen Jones Antoinette Robinson	Crystal Saunders	Workforce Development Academy - Module 1
West Kentucky	2/14/2013	Paducah	Varies	Greta Jones Lisa Adams Chris Wendel	Greta Jones	Workforce Development Academy - Module 2
Barren River	2/15/2013	Bowling Green	Varies	Vickie Wade Donald McGlothlin Regina Woodbright Jane Smith Missy Wheeler	Missy Wheeler	Workforce Development Academy - Module 3
Bluegrass	2/19/2013	Lexington	Varies	Amanda Hall Tiffany Holder	Crystal Saunders	Workforce Development Academy - Module 2
West Kentucky	2/19/2013	Hopkinsville	Varies	Greta Jones Chris Wendel	Greta Jones	Workforce Development Academy - Module 3
Bluegrass	2/20/2013	Lexington	Varies	Karen Jones Michael Ricke	Crystal Saunders	Workforce Development Academy - Module 2
Bluegrass	2/21/2013	Lexington	Varies	Tiffany Bryant Amanda Hall	Crystal Saunders	Workforce Development Academy - Module 2
West Kentucky	2/21/2013	Paducah	Varies	Greta Jones Lisa Adams Chris Wendel	Greta Jones	Workforce Development Academy - Module 3
Barren River	2/22/2013	Bowling Green	Varies	Vickie Wade Donald McGlothlin Regina Woodbright Jane Smith Missy Wheeler	Missy Wheeler	Workforce Development Academy - Module 3
Bluegrass	2/26/2013	Lexington	Varies	Amanda Hall Chanell Jones	Crystal Saunders	Workforce Development Academy - Module 2
West Kentucky	2/26/2013	Hopkinsville	Varies	Greta Jones Chris Wendel	Greta Jones	Workforce Development Academy - Module 4
Bluegrass	2/27/2013	Lexington	Varies	Karen Jones Tiffany Bryant	Crystal Saunders	Workforce Development Academy - Module 2
Bluegrass	2/28/2013	Lexington	Varies	Karen Jones Antoinette Robinson	Crystal Saunders	Workforce Development Academy - Module 2

# KWIB Strategic Plan Outreach Presentations

## Local Workforce Investment Boards

LWIA	Date	Location	Time	Presenter(s)	Local Contact	Notes
West Kentucky	2/28/2013	Paducah	Varies	Greta Jones Lisa Adams Chris Wendel	Greta Jones	Workforce Development Academy - Module 4
Bluegrass	3/5/2013	Lexington	Varies	Amanda Hall Tiffany Holder	Crystal Saunders	Workforce Development Academy - Module 3
Bluegrass	3/6/2013	Lexington	Varies	Karen Jones Tara Welch	Crystal Saunders	Workforce Development Academy - Module 3
Bluegrass	3/7/2013	Lexington	Varies	Tiffany Bryant Amanda Hall	Crystal Saunders	Workforce Development Academy - Module 3
Barren River	3/8/2013	Bowling Green	Varies	Missy Wheeler Vickie Wade Regina Woodbright Jane Smith Donald McGlothlin	Missy Wheeler	Workforce Development Academy - Module 3
Bluegrass	3/12/2013	Lexington	Varies	Amanda Hall Chanell Jones	Crystal Saunders	Workforce Development Academy - Module 3
Bluegrass	3/13/2013	Lexington	Varies	Karen Jones Tara Welch	Crystal Saunders	Workforce Development Academy - Module 3
Bluegrass	3/14/2013	Lexington	Varies	Michael Ricke Antoinette Robinson	Crystal Saunders	Workforce Development Academy - Module 3
Barren River	3/15/2013	Bowling Green	Varies	Missy Wheeler Vickie Wade Regina Woodbright Jane Smith Donald McGlothlin	Missy Wheeler	Workforce Development Academy - Module 3
Bluegrass	3/19/2013	Lexington	Varies	Amanda Hall Tiffany Holder	Crystal Saunders	Workforce Development Academy - Module 4
Bluegrass	3/20/2013	Lexington	Varies	Karen Jones Tara Welch	Crystal Saunders	Workforce Development Academy - Module 4
Bluegrass	3/21/2013	Lexington	Varies	Tiffany Bryant Amanda Hall	Crystal Saunders	Workforce Development Academy - Module 4
Barren River	3/22/2013	Bowling Green	Varies	Missy Wheeler Vickie Wade Regina Woodbright Jane Smith Donald McGlothlin	Missy Wheeler	Workforce Development Academy - Module 3
Bluegrass	3/26/2013	Lexington	Varies	Amanda Hall Chanell Jones	Crystal Saunders	Workforce Development Academy - Module 4
Bluegrass	3/27/2013	Lexington	Varies	Karen Jones Tara Welch	Crystal Saunders	Workforce Development Academy - Module 4
Bluegrass	3/28/2013	Lexington	Varies	Michael Ricke Antoinette Robinson	Crystal Saunders	Workforce Development Academy - Module 4
EKCEP	5/6/2013	Thelma, KY (C D Perkins Ctr)	Varies	David Pelphrey Traci Nolen	Angela Ball	Workforce Development Academy - Module 1
EKCEP	5/7/2013	Thelma, KY (C D Perkins Ctr)	Varies	Deanna Robertson Melissa Quillen	Angela Ball	Workforce Development Academy - Module 1

# KWIB Strategic Plan Outreach Presentations

## Local Workforce Investment Boards

LWIA	Date	Location	Time	Presenter(s)	Local Contact	Notes
EKCEP	5/8/2013	Thelma, KY (C D Perkins Ctr)	Varies	David Pelphrey Melissa Quillen	Angela Ball	Workforce Development Academy - Module 1
EKCEP	5/9/2013	Thelma, KY (C D Perkins Ctr)	Varies	Joyce Wilcox Traci Nolen	Angela Ball	Workforce Development Academy - Module 1
EKCEP	5/13/2013	Thelma, KY (C D Perkins Ctr)	Varies	David Pelphrey Traci Nolen	Angela Ball	Workforce Development Academy - Module 2
EKCEP	5/14/2013	Thelma, KY (C D Perkins Ctr)	Varies	Deanna Robertson Melissa Quillen	Angela Ball	Workforce Development Academy - Module 2
EKCEP	5/15/2013	Thelma, KY (C D Perkins Ctr)	Varies	David Pelphrey Melissa Quillen	Angela Ball	Workforce Development Academy - Module 2
EKCEP	5/16/2013	Thelma, KY (C D Perkins Ctr)	Varies	Joyce Wilcox Traci Nolen	Angela Ball	Workforce Development Academy - Module 2
EKCEP	5/20/2013	Thelma, KY (C D Perkins Ctr)	Varies	David Pelphrey Traci Nolen	Angela Ball	Workforce Development Academy - Module 3
EKCEP	5/21/2013	Thelma, KY (C D Perkins Ctr)	Varies	Deanna Robertson Melissa Quillen	Angela Ball	Workforce Development Academy - Module 3
EKCEP	5/22/2013	Thelma, KY (C D Perkins Ctr)	Varies	David Pelphrey Melissa Quillen	Angela Ball	Workforce Development Academy - Module 3
EKCEP	5/23/2013	Thelma, KY (C D Perkins Ctr)	Varies	Joyce Wilcox Traci Nolen	Angela Ball	Workforce Development Academy - Module 3
EKCEP	5/28/2013	Thelma, KY (C D Perkins Ctr)	Varies	David Pelphrey Traci Nolen	Angela Ball	Workforce Development Academy - Module 4
EKCEP	5/29/2013	Thelma, KY (C D Perkins Ctr)	Varies	Deanna Robertson Melissa Quillen	Angela Ball	Workforce Development Academy - Module 4
EKCEP	5/30/2013	Thelma, KY (C D Perkins Ctr)	Varies	David Pelphrey Melissa Quillen	Angela Ball	Workforce Development Academy - Module 4
EKCEP	5/31/2013	Thelma, KY (C D Perkins Ctr)	Varies	Joyce Wilcox Traci Nolen	Angela Ball	Workforce Development Academy - Module 4

# Implementation Progress Report



**Date:** July 2013

**Project:** Sector Strategies

**Consultant or Agency name:** Office of Employment and Training

**Implementation Status:** 95% complete

**Completion Date:** June 2013

## Tasks completed this month:

Reviewed monthly invoices/documentation for current awardees (8)  
Updates to management on balance of funds  
Prepared best practices overview for management per request

## 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  
Begin closeout of all grants

## Coordination/collaboration required next month:

Confirm close out process



# Implementation Progress Report



**Date:** July 2013

**Project:** Career Center Certification

**Consultant or Agency name:** Thomas P. Miller and Assoc.

**Implementation Status:** 100% Complete

**Completion Date:** June 2013

## Tasks completed this month:

Work with COT on finalizing Workforce Academy Phase 2 – Career Center Certification roll out

## Major milestones reached to date:

Awarded bid for project in February 2013 to Thomas P. Miller  
Went over Career Center Certification process with state wide leadership to get feedback  
Held pilot session of Career Center Management webinar to get feedback and finalize curriculum to be held in summer/fall 2013  
Held Career Center Reviewer Training on 6/11

## Tasks to be completed next month:

Finalize Workforce Academy Phase 2 roll out plan

## Coordination/collaboration required next month:

Roll out Career Center Certification Workforce Academy Phase 2 webinar in summer 2013 to be completed by Sept. 30, 2013.

# Implementation Progress Report



**Date:** July 2013

**Project:** User-friendly On-line Services

**Consultant or Agency name:** Office of Employment and Training

**Implementation Status:** 95% Complete

**Completion Date:** July 2013

## Tasks completed this month:

Website Re-Design:  
Launched [www.kentuckycareercenter.com](http://www.kentuckycareercenter.com) on 7/15  
Loaded "how to" videos on site  
Loaded all videos on You Tube to be linked on KCC site

## 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](http://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 Summer 2013 roll out.  
Produced "how to" use our website for Job Seeker customer and Employer customer to be housed on our site and resource room computers  
Launched [www.kentuckycareercenter.com](http://www.kentuckycareercenter.com) on 7/15

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 plan for OVR and OFB website home with Kentucky Interactive; Improvements to website after launch

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 DTS on website developer transition from Gheorghe; Work with DTS and Kentucky Interactive on OFB and OVR sites

# Implementation Progress Report



**Date:** July 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. Delivered Governor's Statewide Reserve NCRC Scholarship project reports with dollar amounts for account transfers.
2. Update contracts with partners
3. Partner Reports created and distributed for FY13 WorkKeys/NCRC activity.
4. Attended Certified Readiness Certificate State Group Conference to discuss with other state programs issues affecting all and discuss potential joint solutions with the contractor.

## Major milestones reached to date:

1. Umbrella contract executed with the contractor / 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 contractor 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 between the contractor & OET received from Cabinet Legal Dept. and forwarded to Finance Cabinet.
15. 2500 Scholarships from contractor 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 the contractor 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 the contractor 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.
28. Assist KDE with CCR WorkKeys guidelines

# 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 ncr.ky.gov site's billing and reporting modules with DTS
4. Update Certified Work Ready Community NCRC Attainment numbers.
5. Continue discussions about NCRC Social Media presence and redesign of KY NCRC site
6. Continue discussions to transfer OCTE RegiSTAR site from WFD to KDE.
7. Begin negotiations with contractor for contract extension.

## Coordination/collaboration required next month:

1. Continue to identify with DTS any upgrades and/or enhancements that need to be made to the ncr.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 the contractor for better delivery of services.
6. Coordinate with Certified Work Ready Community initiative.
8. Coordinate with State Branding contact to redesign KY NCRC website to align with new State Branding standards.

# Implementation Progress Report



**Date:** July 2013

**Project:** Tech High (First Phase)

**Consultant or Agency name:** Office of Career and Technical Education

**Implementation Status:** 100% complete

**Completion Date:** June 2013

## Tasks completed this month:

No activity this month. Funding for career coaches ended June 30, 2013. Trying to secure funding, but will need to wait to see if there is any additional money.

## Major milestones reached to date:

Career coaches have worked one-on-one with approximately 250 students in the Area Technology Centers.

## Tasks to be completed next month:

No planned activity next month.

## Coordination/collaboration required next month:

Trying to secure funding, but will need to wait to see if there is any additional money. Probably will know in September or October, 2013.

# Implementation Progress Report



**Date:** July 2013

**Project:** High School Outreach

**Consultant or Agency name:** Office of Employment and Training

**Implementation Status:** 85% complete

**Completion Date:** September 2014

## Tasks completed this month:

The team did not meet this month. There is a meeting scheduled with the Commissioner in August to discuss next steps for this project.  
A new Project Champion has been appointed.

## 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 ccInspire across the Commonwealth as a link between students and business partners  
Scheduled a meeting to present ccInspire to decision-making partners  
ccInspire presented to various Cabinet leaders and staff. Each agency was requested to send a representative with decision making authority to the next meeting.  
Received approval for project implementation from Project Champion  
Members of business and industry became actively involved in the project  
The platform to sit atop the Individual Learning Plan program on the KDE website was named Unbridled Careers  
KY SHRM sent a survey to their members to determine their interest in the project and how willing they are to fully participate once the program is in high schools and middle schools across the commonwealth.  
Implementation and sustainability plan written

## Tasks to be completed next month:

Team will meet with new project champion, and address the questions from LWIBS and next steps.

## Coordination/collaboration required next month:

Collaboration from all parties is essential if the project is to move forward. Essential questions regarding funding need to be answered.

# Implementation Progress Report



**Date:** July 2013      **Project:** Work Ready Communities

**Consultant or Agency name:** Thinking Media

**Implementation Status:** 100% complete

**Completion Date:** June 2011

## Tasks completed this month:

1. Review Panel Meeting - July 10th; Reviewed all applications received on or before June 10, 2013;
2. Steering Committee agreed to participate with the ACT Work Ready Communities, but with conditions.

## Major milestones reached to date:

1. Project design completed in June 2011;
2. Project launched in July 2011;
3. 22 counties certified to date;

## Tasks to be completed next month:

1. Compile final recommendations by the review committee for KWIB on August 15th

## Coordination/collaboration required next month:

1. Start contacting counties in regard to recertification that were first certified.



# Implementation Progress Report



**Date:** July 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:

Maier & Maier consultants completed the Unified Business Services Framework recommendations. The Unified Business Services Steering Committee met on July 24, 2013 to discuss the recommendations and next steps. Committee suggested developing a baseline of current Industry Partnerships (an inventory of current industry organizations, partnerships, etc.); Need to come to consensus as to the convener of "Industry Partnership Team" - the term "team" is misleading; "Regions" should be defined; Explore "universal funding" - Economic Dev, KCTCS, Workforce; Explore the use of "SalesForce" as a "Customer Relationship Management System" (CRM)-make contact with Minnesota representative.

## Major milestones reached to date:

- TPMA submitted final recommendations & 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.
- Phase II - Unified Business Services Framework Recommendation Report completed.

## Tasks to be completed next month:

Hire Business Services Coordinator in the Office of Employment and Training  
Continue Unified Business Services Steering Committee meetings to implement final recommendations.

## Coordination/collaboration required next month:

Unified Business Services Steering Committee meetings ongoing.

# Implementation Progress Report



**Date:** July 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:** July 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:

No tasks completed this month

## Major milestones reached to date:

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

April 2013 - Successfully completed the Partners for Success Leadership Training at Lake Cumberland

## Tasks to be completed next month:

Team meeting August 6, 2013

## Coordination/collaboration required next month:

Team Meeting

# Implementation Progress Report



**Date:** July 2013      **Project:** Case Management

**Consultant or Agency name:** Office for Vocational Rehabilitation

**Implementation Status:** 5% complete

**Completion Date:** December 2014

## Tasks completed this month:

Initial Draft for integrated referral has been approved by Commissioner Brinly and Cabinet Attorney, Randy Justice.

## Major milestones reached to date:

Draft Integrated Referral Form

## Tasks to be completed next month:

Partner agencies are reviewing the integrated referral form and will have until September 6, 2013 for feedback.

## Coordination/collaboration required next month:

# Implementation Progress Report



**Date:** July 2013

**Project:** High Performing Workforce Boards

**Consultant or Agency name:** Office of Employment and Training

**Implementation Status:** 100% complete

**Completion Date:** June 2011

## Tasks completed this month:

\* Two board reviews completed; Lincoln Trail on July 16-17 and Kentuckiana Works on July 24-25

## Major milestones reached to date:

1. Project design completed in June 2011;
2. Baseline year completed in June 2012;
3. Launched the program in January 2013;
4. First application received in April 2013;
5. 3 onsite reviews completed as of July 2013.

## Tasks to be completed next month:

1. New KWIB Champion assigned to the project - Daryl Smith;
2. Transition meeting for new champion scheduled for August 6th;
3. August 15th deadline for letters of intent for those boards looking to apply. Cumberlands and Barren River have been received to date.

## Coordination/collaboration required next month:

1. Coordinate with implementation team to discuss the process development for the next round of reviews.
2. Coordinate with the Kentuckiana Works review team to discuss key elements from review that were unclear at the conclusion of the onsite review meeting.

# Implementation Progress Report



**Date:** July 2013      **Project:** Workforce Academy

**Consultant or Agency name:** (Please Select from List)

**Implementation Status:** 100% complete

**Completion Date:** June 2014

## Tasks completed this month:

Videos from first phase are complete for online training initiatives. Phase II is in the working phase with the webinars developed and ready for implementation.

## Major milestones reached to date:

Phase I is complete, videos recorded for online trainings and phase II curriculum is designed and approved by the team.

## Tasks to be completed next month:

Work on completion of Phase I with online modules. Establish list of facilitators for webinars in Phase II and complete planning for implementation of Phase II webinars.

## Coordination/collaboration required next month:

Work with team to establish dates of completion for the online modules and webinars of Phase II.

# Implementation Progress Report



**Date:** July 2013

**Project:** Branding and Identity

**Consultant or Agency name:** Office of Employment and Training

**Implementation Status:** 90% Complete

**Completion Date:** July 2013

## Tasks completed this month:

Signage installation on Phase 2 complete while clean up on all signs is ongoing  
Launched [www.kentuckycareercenter.com](http://www.kentuckycareercenter.com) website on 7/15  
Held external launch with Gov. Beshear on 7/25 at Shelbyville Career Center  
Received outreach items in 10 regions and Central Office  
Sent out KCC name tags to OET regional managers

## 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  
Ruggles Sign Company awarded sign contract  
Phase 1 sign installation completed  
Phase 2 sign installation completed  
[www.kentuckycareercenter.com](http://www.kentuckycareercenter.com) website launched  
External launch held on 7/25 at Shelbyville Career Center with Gov. Beshear

## Tasks to be completed next month:

Work on plans for website homes for OFB and OVR with Kentucky Interactive  
Work on website developer transition plan from Gheorghe  
Work on plans for regional external launch events  
Launch advertising for KCC  
Start social media plan of action  
Finalize job fair kits  
Finalize KCC brochure templates  
Finalize KCC business card ordering process  
Finalize KCC letterhead/envelope templates  
Finalize signage opportunities

## Coordination/collaboration required next month:

Consultation with Holly Neal, Steering Committee, and Regional Brand Champions as needed for brand implementation/outreach.  
Meet with DTS on website improvements  
Meet with Communications staff on brochures and social media