

WORKSmart

Kentucky



A Strategic Transformation of
Kentucky's Workforce System

IMPLEMENTATION STATUS REPORT

August 31, 2013



KENTUCKY WORKFORCE INVESTMENT BOARD

August Summary

Report Contents

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- *Outreach Activities State*
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Logan County



Rowan County



Taylor County



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); organized materials for closeout
✓	One Stop Certification Policy	Tommy Wheatley & Holly Neal Mgrs. Mahe & Mahe Dr. Lara Needham, Champion	No Report
✓	User Friendly On Line Services	Jim Beyea & Holly Neal, Mgrs. Kim Huston, Champion	No Report
✓	NCRC	Joe Paul, Mgr. Act, Inc. Reecie Stagnolia, Champion	Update contracts with partners; Partner contracts completed; FY14 Budget submitted.
✓	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. James Neihof, Champion	New Project Champion named and met with steering committee.
	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	Three counties certified Work Ready in Progress: Logan, Rowan and Taylor.
✓	Rapid Response/ Kentucky Unified Business Services:	Linda Prewitt, Mgr. Thomas P. Miller James Cole, Champion	Interviews for Business Services Coordinator position conducted.
✓	Economic Development Academy	Terri Bradshaw, Mgr. Daryl Smith, Champion	No Report

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	Team met on August 6, 2013.
✓	Statewide Reserve Investments	N/A	No Report
✓	Case Management	Jane Smith, Mgr. Com. Beth Brinly, Champion	Initial draft for Integrated Referral shared with Partner Agencies requesting feedback.
✓	High Performing WIBs	Jason Slone, Mgr. CSW Daryl Smith, Champion	New Project Champion named; review team held conference call; three letters of intent received. Northern Kentucky WIB certified August 2013.

Customer Service Improvements			
✓	Workforce Academy	Susie Edwards & Vicki Wade, Mgrs. Maier & Maier Dr. Judith Rhoads, Champion	Videos from first phase are complete for online training initiatives. Phase II is in the works with webinars planned within the coming months.
✓	Outreach Initiative/Branding and Identity	Terri Bradshaw & Holly Neal Mgrs. Heidi Margulis, Champion	Clean up on all signs is ongoing. Making changes to website. Business card template finalized. Job fair kits received.
	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. Thomas Zawacki, Champion	Fully implemented 4Z documents via HP Extreme. Implemented and tested several fixes and enhancements to system.

October 2013

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

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Sep 29 - Oct 5	Sep 29	30	Oct 1 2:00pm 3:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902) - Dailey, Wendi M (OE	2	3	4	5 11:30am 12:00pm MONTHLY REPORTS DUE
	6	7	8	9 9:00am 12:00pm Work Ready Communities Review Panel Meeting (KCTCS Campus, 300 N Main Street, Versailles, KY	10	11	12
Oct 6 - 12							
	13	14	15 2:00pm 3:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902) - Dailey, Wendi M (OE	16	17 10:00am 11:00am FW: RBC Conference Call (877 746 4263 Access Code: 02 72 333#) - Neal, Holly (Education Cabinet)	18	19
Oct 13 - 19	20	21	22	23	24	25	26
Oct 20 - 26	27	28	29 2:00pm 3:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902) - Dailey, Wendi M (OE	30	31	Nov 1	2
Oct 27 - Nov 2							

November 2013

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

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

December 2013

December 2013							January 2014						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7							
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30	31	

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Dec 1 - 7	Dec 1	2	3	4	5	6	7
					11:30am 12:00pm MONTHLY REPORTS DUE		
Dec 8 - 14	8	9	10	11	12	13	14
			2:00pm 3:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902) - Dailey, Wendi M (OE				
Dec 15 - 21	15	16	17	18	19	20	21
					10:00am 11:00am FW: RBC Conference Call (877 746 4263 Access Code: 02 72 333#) - Neal, Holly (Education Cabinet)		
Dec 22 - 28	22	23	24	25	26	27	28
			2:00pm 3:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902) - Dailey, Wendi M (OE				
Dec 29 - Jan 4	29	30	31	Jan 1, 14	2	3	4

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
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

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Local Workforce Investment Boards

LWIA	Date	Location	Time	Presenter(s)	Local Contact	Notes
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
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

KWIB Strategic Plan Outreach Presentations

Local Workforce Investment Boards

LWIA	Date	Location	Time	Presenter(s)	Local Contact	Notes
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
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

KWIB Strategic Plan Outreach Presentations

Local Workforce Investment Boards

LWIA	Date	Location	Time	Presenter(s)	Local Contact	Notes
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

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 presentation 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/Kevin Smith		Kentucky Work Ready Communities
Appalachian Training and Leadership Network/Kentucky Valley Educational Cooperative, Prestonsburg	8/14/13	8:00 AM	Tom West	Ron Daley		Kentucky Work Ready Communities

Implementation Progress Report



Date: August 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)
Organized materials for closeout

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
All grant funds expired 6-30-13.

Tasks to be completed next month:

Review of monthly invoices/documentation for awardees
Closeout of all grants

Coordination/collaboration required next month:

Confirm close out process

Implementation Progress Report



Date: August 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. Update contracts with partners.
2. Partner Contracts completed.
3. FY14 Budget Submitted.

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 ncrc.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. 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 ncrc.ky.gov web site to increase functionality streamline workflow.
2. Coordinate and share WorkKeys data and procedural information with Dept of Education (KDE)
3. Collaborate with KY National Guard / Reserves to work with returning veterans.
4. Collaborate with OCTE to develop program enhancements for FY14.
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: August 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: August 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:

Although the team did not meet James Neihof was named Project Champion. The steering team met with him briefly and are working with him.

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: August 2013 **Project:** Work Ready Communities

Consultant or Agency name: Thinking Media

Implementation Status: 100% complete

Completion Date: June 2011

Tasks completed this month:

1. KWIB certifies three counties as "Work Ready In - Progress"; Logan County, Rowan County, and Taylor County.
2. Marketing Advertising schedule released for ACT's Work Ready Community - highlighting the Kentucky WRC Program.

Major milestones reached to date:

1. Project design completed - June 2011; Launched July 2011.
2. 25 counties certified to date.
3. National Award presented for the WRC Communication Toolkit by the Southern Economic Development Council.

Tasks to be completed next month:

1. September 9th deadline for counties to submit their applications for review - anticipating possibly 5 counties to apply.

Coordination/collaboration required next month:

Implementation Progress Report



Date: August 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:

Interviews for the Business Services Coordinator position in the Office of Employment and Training conducted.

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.
Send letters from KCTCS, Economic Development and Education and Workforce Development Cabinet to partners to collect and inventory current industry partnerships, job training consortiums, trade associations and other employer-led business/industry organizations focused on talent development. The information will be used by the Steering Committee to finalize the recommendations to the KWIB in November.

Coordination/collaboration required next month:

Send letters from KCTCS, Economic Development and Education and Workforce Development Cabinet to partners to collect and inventory current industry partnerships, job training consortiums, trade associations and other employer-led business/industry organizations focused on talent development.

Implementation Progress Report



Date: August 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:

Team met on 8/6/13. We are waiting on the confidentiality on-line training to be completed before we send out the department wide policy. It should be completed the end of August.

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:

No meeting scheduled in September.

Coordination/collaboration required next month:

Collaboration with Priscilla on Confidentiality training.

Implementation Progress Report



Date: August 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 shared with Partner Agencies for feedback with a deadline for input September 6, 2013. The Partners for Success Team reviewed the draft at their August meeting and provided feedback.

Major milestones reached to date:

Draft Integrated Referral Form

Tasks to be completed next month:

Committee will meet on September 30, 2013 to review the feedback for integrated referral form. Intent is to have the form ready to share and use in hard copy form by October 2013, and then will share with IT personnel to get it into an electronic format.

Coordination/collaboration required next month:

WORKSmart
Kentucky

Project: High Performing Workforce Boards

Completion Date: June 2011

1. New KWIB Champion selected to replace Commissioner Beth Brinly; Met with new Champion Daryl Smith and updated him on the program.
2. HIW Review Team Conference Call - discussion of post review processes and finalize recommendations of the July reviews.
3. Received three letters of intent from - Cumberlands WIB, TENCO WIB, and Barren River WIB.
4. Northern Kentucky WIB - First Local Board certified under the High Impact Criteria by the KWIB - August 15, 2013

- Project design and criteria completed - June 2011
- Baseline year completed - June 2012
- Technical Assistance opportunities provided for LWIBs to apply for helping them to strengthen areas needing assistance from baseline year.

- October 5th deadline for submitting applications for reviews.
- Review team will need to come back together and begin planning for the three reviews

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Implementation Progress Report



Date: August 2013 **Project:** Workforce Academy

Consultant or Agency name: (Please Select from List)

Implementation Status: 100% complete

Completion Date: June 2014

Tasks completed this month:

Phase I of workforce academy is complete with plans in place to transfer to online modules the videos that were filmed for each module. Phase II is in the works with webinars planned to take place within the upcoming months.

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: August 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:

Clean up on all signs is ongoing
Making changes to website www.kentuckycareercenter.com
Finalized business card template and sent out to ED's
Job Fair kits received to pass out to 32 career center locations

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 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 OTS
Work on plans for regional external launch events
Start social media plan of action
Finalize KCC brochure templates
Finalize KCC letterhead/envelope templates

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

Implementation Progress Report



Date: August 2013 **Project:** Unemployment Insurance Customer Service Plan

Consultant or Agency name: (Please Select from List)

Implementation Status: 10% complete **Completion Date:** December 2014

Tasks completed this month:

Fully implemented 4Z documents being produced using HP Extreme system instead of the mainframe. Allows for instant imaging of the documents, more professional looking documents, and overall improves our ability to serve our customers.
Implemented and tested several fixes and enhancements to our system which will improve service

Major milestones reached to date:

Wrapped up last year's State Quality Service Plan (SQSP) and Corrective Action Plans (CAPs) with the U.S. Department of Labor (DOL); following this plan helped get us closer to provide more timely determinations at the adjudication level and decisions at the appeals levels, while continue to have high quality hearings and documents.

Approved to continue with providing current sequestered EUC amounts to customers and will be allowed to return to pre-sequestered levels for the last month of the program December 2013 (unless the program is extended by law). This allowed us to provide the most fair and consistent reduction levels to our customers.

Started the SQSP and CAPs for 2013-2014.

Applied for supplemental budget request grants that will assist us in paying to enhance our systems, which will overall improve our customer service.

Tasks to be completed next month:

Turn in final SQSP for 2013-2014 and its accompanying CAPs.

Follow up on supplemental budget requests.

Complete new point of release schedule for system modernization and enhancements.

Implementation Progress Report



Coordination/collaboration required next month:

Continue working on system enhancements, and on implementing OET Best Practices Recommendations.