

Updated Progress Report

Date: December 2014

Project: Accelerated GED Program

Consultant or Agency name: Adult Education

Implementation Status: 50% complete

Completion Date: June 2015

Tasks completed since June 2014 (If this task is complete, please explain when / why):

Formerly called Accelerated GED.

Now referred to as GED Express.

A work group of twelve adult educators, program directors and instructors, representing diversity of program size and geographical areas, met 4 times to define and develop recommendations for an accelerated GED® program called GED® Express. The recommendation was for a flexible framework that moved test-takers quickly to the GED® test through a combination of independent and direct instruction, including content areas, technology, and test-taking skills. Each program implemented the framework for 3 months and met in October to share insights. Facilitators led discussions aimed at gathering feedback on successes and challenges, as well as recommended resources. A graphical representation of the program is attached.

Although students could enter the program at any time, it was decided that a state-wide marketing campaign to introduce the availability of GED Express programs in March 2015, and at the beginning of each academic semester thereafter. The public marketing campaign will be preceded by a January 2015 awareness campaign for KYAE providers.

Major milestones reached to date:

(October) Reconvened work group to garner input and formulate final recommendations to launch awareness campaign for AE programs in January 2015 and for the public (and current and potential students) in March 2015.

(Sept.) Leadership team determined the flexible framework needed additional structure. Decision was made to pilot GED Express in the work group counties and then have the group report back in October to see if additional recommendations and structural suggestions could be made at that time.

(July) Recommendations made to KYAE leadership team for proposed GED® Express program.

Tasks left to be completed or if task is completed, note next steps which are needed for continuous improvement:

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January 2015- Launch awareness campaign for KYAE programs with guidance on developing plans for implementation of statewide campaign in March 2015.

(Sept.) Work group will be meeting in the latter part of October to share their experiences with implementing the proposed GED Express framework. Adult education's vice president, Reecie Stagnolia, will be available to hear their input and bounce ideas off them as to how best to roll out to the rest of the adult education programs and promote awareness.

Coordination/collaboration required for next steps:

January 2015- Develop and disseminate marketing campaign to ensure that all KYAE programs are prepared for the statewide media campaign planned for March 2015.

(Sept.) Meet with work group. Discuss and decide on core elements and finalize framework of GED Express.

Discuss and determine how best to roll out to adult education programs.

Discuss and determine how best to create student awareness of the opportunity available with GED Express.

(July) Follow up with workgroup counties to see if plan is implemented and then schedule follow up for October to see if additional recommendations could be made and structure added. Also determine if initiative could be implemented with existing staff and resources.

Additional comments:

The new, computer-based GED allows testers to take one module at a time, rather than taking all 4 simultaneously which was required with the paper/pencil test. This new structure creates opportunities for students to progress quickly in their area of greatest strength, and permits extra time to prepare for modules for which they may have greater gaps.

Updated Progress Report

Date: December 2014

Project: Eligible Training Providers

Consultant or Agency name: Office of Employment and Training

Implementation Status: (Select)% complete

Completion Date: (Month) (Year)

Tasks completed since June 2014 (If this task is complete, please explain when / why):

No change

Major milestones reached to date:

Completed working on data collection and transfer for Burning Glass project for Focus Explorer.

Tasks left to be completed or if task is completed, note next steps which are needed for continuous improvement:

Data collection process for Training Providers ended October 3rd; any provider who did not complete process at this time will not be able to accept new students until next spring. At this point, still trying to determine numbers of providers and get an accurate overview. Still working with KCEWS staff to analyze data collected.

Coordination/collaboration required for next steps:

--working with KCEWS on data collection and to begin data analysis project.
--working with Focus Explorer focus group to get information to Burning Glass to map data
--working with OTS staff on creation of fully automated ETPL website

Additional comments:

With the recent passing of the WIOA, there are potential significant changes within the parameters of how we proceed with the ETPL. At this time, staff are still collecting information, reviewing the proposed regulations, and participating in webinars and calls trying to gain as much knowledge and information as possible.

Updated Progress Report

Date: November 2014

Project: High Performing Workforce Boards

Consultant or Agency name: Office of Employment and Training

Implementation Status: 100% complete

Completion Date: June 2011

Tasks completed since June 2014 (If this task is complete, please explain when / why):

1. A kick-off call conducted with the consultant, TPMA, to discuss the goals of the project and how it would transition - July 17, 2014
2. Follow-up calls conducted with consultant to define the project toolbox, provide an understanding of the issues discovered in year 1, and how this should change in standard year 2
3. Coordination and establishment of new steering committee members.
4. First full steering committee meeting conducted on August 11, 2014. An orientation for new members was provided to better help them understand the dynamics of the project.
5. Follow-up conference call conducted on September 10, 2014 to discuss project updates and the overall progress made up to this point.
6. Coordination of the focus group meetings with local WIB directors and chairs. Meeting is scheduled for September 23, 2014 at the KCTCS home office in Versailles - meeting rescheduled.
7. Focus Group meeting with WIB Directors and Chairs rescheduled for October 13, 2014.
8. Conference call conducted with steering committee members on October 14, 2014 to discuss any final details of the focus group meeting for recommendations within the final criteria.
9. Steering committee met on November 6, 2014 to review all final presented drafts on deliverables.
10. KWIB presented Standard Year 2 criteria as a motion and recommendation for adoption on November 17, 2014. KWIB accepts the committees work and recommends adoption of the standards.

Major milestones reached to date:

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1. Initial project design completed - June 2011
2. Baseline year completed - June 2012
3. Technical assistance year completed - June 2013
4. Standard year 1 begins - January 2013
5. Northern KY WIB becomes the first local area certified as a High Impact WIB - April 2013
6. Standard year 1 concludes with 5 local workforce boards receiving certification - December 2013
7. High Impact WIB incentive funds for obtaining certification awarded by the KWIB - April 2014
8. TPMA awarded contract to enhance project design for standard year 2 - June 2014
9. KWIB adopts new standard year 2 criteria on November 17, 2014.

Tasks left to be completed or if task is completed, note next steps which are needed for continuous improvement:

1. Final review of all contract deliverables and close out of the project for TPMA.

Coordination/collaboration required for next steps:

Additional comments:

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Date: December 2014

Project: Kentucky Career Center Certification

Consultant or Agency name: Office of Employment and Training

Implementation Status: 75% complete

Completion Date: (Month) (Year)

Tasks completed since June 2014 (If this task is complete, please explain when / why):

The Steering Committee and Core Team reconvened to review and refine the process. We also brought in two focus groups (Team that reviewed the application and documents, and a diverse team of all agencies and regions), to discuss how the process has gone for them and request their input for process improvements. Changes were made to streamline the process and it was approved by the Steering committee and the KWIB. Statewide training for the changes to the Certification initiative was conducted October 20, 2014. Statewide training for the review teams is scheduled to be conducted January 14, 2015. Affiliate Centers were approved December 16, 2014 by the Lincoln Trail WIB for The Lebanon and Leitchfield Centers.

Major milestones reached to date:

Standards and measures adopted by KWIB August 18, 2011
Technical Assistance completed June 2013
Development of certification and application completed June 2013
Review teams trained June 2013
Online training for Department staff completed February through April 2014
Recommended changes to the process were approved by the KWIB August 14, 2014
Statewide training on new process October 20, 2014
First two Affiliate Centers certified December 16, 2014

Tasks left to be completed or if task is completed, note next steps which are needed for continuous improvement:

Conduct training for Review team.

Coordination/collaboration required for next steps:

Work with LWIA Directors and OET, OVR and OFB leadership to identify review team members; Core Team will develop and present review team training for identified members.

Additional comments:

Initiative Implementation Progress Report

Date: November / December

Project: National Career Readiness Certificates

Consultant or Agency Name:

Update Provided By (Your Name):

Implementation Status: 100% complete

Completion Date (Anticipated / Actual) : June (Year)

Tasks completed this month / quarter:

1. Contract Amendment with ACT, Inc. to allow the partnership to administer the WorkKeys Readiness Indicator.
2. Training of the administration of the WorkKeys Readiness Indicator completed with all OET/WIA site administrators.
3. MOU signed with KDE to handle data for the current academic year and generate certificates for high school students. (This decision allows OET to handle all certificates generated by government entities and to count the certificates for the Work Ready Community initiative.)

Major milestones reached since last report:

1. Over 80,000 NCRCs have been earned by Kentuckians

Tasks to be completed next month / quarter:

1. Begin negotiations with ACT, Inc. for a new contract. (Current contract expires with no remaining renewal options on 04 October, 2015.
2. Begin KDE data processing.
3. Complete redesign of back of NCRC as dictated by ACT, Inc.

Coordination / collaboration which I need assistance with:

1. Coordination with Education / WFD legal on contract issues with ACT, Inc.
2. Work with Office of Technical Services to complete NCRC redesign.

Comments:

1. NCRC Project has been complete in its current configuration as of June, 2012. Any changes to the system have been minor.
2. The NCRC web site <https://ncrc.ky.gov/> needs to be added to the KCC website and needs to be redesigned to conform to the KCC branding, as funds become available.

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Date: November 2014

Project: Sector Strategies/Industry Partner Grants

Consultant or Agency name: (Please Select from List)

Implementation Status: 100% complete

Completion Date: June 2013

Tasks completed since June 2014 (If this task is complete, please explain when / why):

RFP Issued for industry partnership proposals - proposals due November 7, 2014 and funds will be awarded by the end of 2014. Sector-based approach incorporated into successful National Emergency Grant to serve long-term unemployed Kentuckians - implementation now underway. Sectors also important component of upcoming SNAP E&T grant application.

Major milestones reached to date:

Initial project completed; initial version of Sector Institute training and toolkit produced, statewide target sectors identified, data provided to regions. Three rounds of industry partnership funding awarded to partnerships across the Commonwealth - fourth round imminent.

Tasks left to be completed or if task is completed, note next steps which are needed for continuous improvement:

National Governor's Association Talent Pipeline Academy incorporates Sector Strategy work, data and toolkit. RFP to be issued to consultant to assist with development "Version 2.0" of Sector Toolkit and related data resources. Target RFP issuance by end of 2014 and toolkit development in first quarter of 2015.

Coordination/collaboration required for next steps:

Work with consultant to continue to gather information on local and regional needs to ensure that toolkit version 2.0 addresses the needs and promotes promising models and approaches.

Continue to keep KWIB members informed of progress of sector efforts statewide and regionally so that they can participate in/support work in their sector and/or area.

Additional comments:

WIOA's passage and requirements give an additional boost to the centrality and importance of Sector Strategies. We expect Sectors will be incorporated into many aspects of employer and individual customer services as well as provide a backbone for regional planning in the coming WIOA implementation period of 2015-2016.

Updated Progress Report

Date: December 2014

Project: Team Based Case Management

Consultant or Agency name: Office for Vocational Rehabilitation

Implementation Status: 5% complete

Completion Date: December 2015

Tasks completed since June 2014 (If this task is complete, please explain when / why):

Integrated Referral Form has been piloted at the Shelbyville Career Center and Harlan Career Center.

Request for Proposal was awarded to Thomas P. Miller and will begin implementation in January 2015.

Major milestones reached to date:

Integrated Referral Form Pilot.

Tasks left to be completed or if task is completed, note next steps which are needed for continuous improvement:

Roll out of case management concepts in 2015. Data entry program included in capital projects.

Coordination/collaboration required for next steps:

Begin the process of roll-out through the awarded proposal.

Additional comments:

This project may require a major two-step rollout, one being the concept of case management within the Career Centers, and the second being when an actual data entry program can be obtained to be shared among the partners.

Updated Progress Report

Date: November 2014

Project: Tech High (First Phase)

Consultant or Agency name: Office of Career and Technical Education

Implementation Status: 100% complete

Completion Date: June 2014

Tasks completed since June 2014 (If this task is complete, please explain when / why):

Career Coaches (OCTE) - This program ended June 30, 2013 and is not being funded for school year 2013-2014.

KDE is funding for preparatory seniors to take ACT WorkKeys. This will help students meet the Career Ready Academic component of Career Ready, as well as possibly earn a NCRC certificate. ACT WorkKeys is also one of the criteria for Work Ready Communities. For 2014-2015, the online testing window is 12/1/14-3/31/15. The paper/pencil testing window is only two weeks: 2/16-27, 2015. Schools may retest anytime during the school year; however, they are responsible for the costs of retesting. In addition, KOSSA testing is required for all preparatory students. The testing period for KOSSA is 2/1/15-3/31/15. KOSSA is the Career Ready Technical Component of Career Ready. Also, if a student meets the benchmarks for KOSSA and ACT (or COMPASS or KYOTE), he/she is considered College and Career Ready.

Major milestones reached to date:

Funding for all preparatory seniors to take the ACT WorkKeys for 2013-2014 and 2014-2015. The number (and percentage) of students who have met the benchmarks for KOSSA and WorkKeys assessments has increased.

Tasks left to be completed or if task is completed, note next steps which are needed for continuous improvement:

In the new school year, OCTE staff continue to train administrators/teachers/counselors, etc. on testing procedures for before/during/after testing. For ACT WorkKeys, ongoing webinars and manuals are being offered on testing practices, how to operate the WKIV online testing system, and procedures with paper testing.

Coordination/collaboration required for next steps:

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There has been collaboration with OCTE and ACT WorkKeys during the ACT WorkKeys testing period. For KOSSA testing, there has been continuous collaboration with OCTE and the schools. There is also collaboration with business and industry for all the program areas of KOSSA (26 programs). There is also collaboration between KDE offices, such as Office of Career and Technical Education and Office of Assessment and Accountability, as well as across agencies with Office of Career and Technical Education and Office of Employment and Training (with ACT WorkKeys).

Additional comments:

In OCTE, funding for career coaches ended June 2013. Schools can hire a career coach by using their federal Perkins funding or other funding, if they wish.

Updated Progress Report

Date: December 2014

Project: Unemployment Insurance Customer Service Plan

Consultant or Agency name: Office of Employment and Training

Implementation Status: 10% complete

Completion Date: December (Year)

Tasks completed since July 2014 (If this task is complete, please explain when / why):

Kentucky was awarded a Supplemental Budget Request that will be utilized to enhance the UI claim filing experience for our military claimants. Currently, former service personnel honorably discharged from the military must report to career centers, throughout the state, to submit discharge paperwork to KCC office staff. The information gathered is then sent to Central Office for processing. The current procedure oftentimes result in an unnecessary delay in processing due to mail delays or worse yet, the correct information is not gathered initially by staff in the career center thus resulting in additional trips by our military personnel. It is the goal of the UI Division to improve the process by gathering the necessary discharge documentation at the initial claim level by requiring an electronic submission of the DD-214 during the claim filing process. We believe the result will be more prompt service to the military personnel seeking Unemployment Insurance benefits.

Additionally, a request was granted to enhance the NDNH (National Directory of New Hire) Cross-Match process. This project will allow our procedures for cross matching activity to be compliant with USDOL recommended procedures.

Began an Appeals Automation Project in August. This project will create process improvements through the reduction of manual processes currently used; enable additional work to be completed in a more efficient manner; reduction of resource consumption such as paper and mailing costs.

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Major milestones reached to date:

The 4v project for Unemployment Adjudication was successfully completed.

Served over 25,000 e-claim (holiday) claimants in the month of December.

Created Microsoft Access programs to replace DBase Telex use for Federal reporting.

Data Validation increased from 30.43% in 2013 to 54.17% in 2014.

Modernized Benefit Accuracy Measurement case conversion.

Implemented E-Claim audit system to detect and recover over payments due to the non-reporting of holiday pay.

Detected and corrected a problem with the ETA 9054

Implemented the Military State Data Exchange System beginning with the 1st quarter 2014. This system makes UCX claim filing and billing significantly more efficient by allowing various branches of the military and the states to electronically communicate with each other instead of relying on a paper based system.

The Tax Audit and Enforcement Branch exceeded the Department of Labor's Effective Audit Measurement test in all four categories for 2014.

Mailed Employer Contribution Rate Notice's November 29, 2014.

Tasks left to be completed or if task is completed, note next steps which are needed for continuous improvement:

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Coordination/collaboration required for next steps:

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Additional comments:

Updated Progress Report

Date: December 2014

Project: Workforce Academy

Consultant or Agency name: (Please Select from List)

Implementation Status: 85% complete

Completion Date: (Month) (Year)

Tasks completed since June 2014 (If this task is complete, please explain when / why):

November - December 2014: Met with training consultants to provide feedback on resource alignment course and leadership development program framework. Consulted with internal subject matter experts and Kentucky Skills Network partners to ensure accuracy of course content and relevance to targeted audiences.

Major milestones reached to date:

The first two phases of Workforce Academy training have been completed. Storyboards have been approved and materials for pilots of two courses on labor market information (LMI) and one on resource alignment and leveraging have been finalized. Met with consultants to discuss the leadership development program framework and possible resources.

Tasks left to be completed or if task is completed, note next steps which are needed for continuous improvement:

Conduct pilot of LMI and Resource Alignment courses in January 2015; make necessary revisions to refine course materials and prepare for implementation of LMI and resource alignment courses. Work with consultants to refine framework for Leadership Development program.

Coordination/collaboration required for next steps:

Work with consultants, training coordinators and subject matter experts to implement LMI and resource leveraging courses. Collaborate with consultants on development of framework for leadership development training plan. Work with OET technology staff to secure required computer lab training space.

Additional comments:

Initiative Implementation Progress Report



Date: November / December

Project: Work Ready Communities

Consultant or Agency Name:

Update Provided By (Your Name):

Implementation Status: (Select)% complete

Completion Date (Anticipated / Actual) : (Month) (Year)

Tasks completed this month / quarter:

At the November 17th KWIB meeting in Louisville, the board voted to certify 11 counties. 4 of the counties (Hardin, Boone, Kenton, and Campbell) were certified as Work Ready and 7 counties (Grant, Ohio, Fleming, Johnson, Martin, Perry, and Trimble) were certified as work ready in progress.

Major milestones reached since last report:

Eleven counties is the most counties that has been certified at any one KWIB meeting since the inception of the program. This brings the total number of certified counties to 49. We have letters on intent on file for an additional 27 counties.

Tasks to be completed next month / quarter:

The Work Ready Review panel will be meeting in Versailles on January 20th to review two applications for work ready in progress status, one application to move from work ready in progress to work ready, and one extension request.

Coordination / collaboration which I need assistance with:

Comments: