

WORKSmart

Kentucky



A Strategic Transformation of
Kentucky's Workforce System

IMPLEMENTATION STATUS REPORT

December 31, 2010



KENTUCKY WORKFORCE INVESTMENT BOARD

December Summary

Report Contents

- *New Implementation Activity Narrative*
- *Project Status Summary Tables*
- *Project Calendar (Next Three Months)*
- *Outreach Activities*
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New Implementation Activities

Workforce Academy

Proposals were submitted by five firms in response to the KWIB and cabinet's request for professional services to develop a training program that will be open to all state, local and partner agency personnel. The emphasis will be on how to provide better customer service in a solutions-based, rather than program-based service delivery model.

Consultant Collaboration

Due to the volume of activity and number of consultants working simultaneously on a variety of projects, monthly conference calls among all of the consulting firms and project managers are being held. As a result, collaboration between projects has increased with some projects informing others to achieve a cohesive final product.

Work Ready on Ice

Due to the inclement weather in December, the Work Ready Steering Committee meeting was postponed until January. This minor inconvenience from Mother Nature is not expected to have an adverse impact on the project schedule.



December snow cancels KWIB Steering Committee meeting and boosts bread sales.

Project Status Summary

System Transformation			
Active	Project Name	Manager/Consultant	Notes
✓	Sector Strategies	Jim Beyea Maier & Maier	Deployed AMSI site licenses; completed EMSI training tool; formed data review team, revised the Sector Strategies 101 Course.
✓	Branding & Identity	Tom West Landor Associates	Customer Journey deck had been created to highlight key focus areas and use as inspiration for the design process
✓	One Stop Certification Policy	Bill Monterosso & Tommy Wheatley Maier & Maier	January – Core Team Meeting Completes 6 one stop visits, population of Core Team, and logistics consultation for 1 st Core Team
	User Friendly On Line Services	Jim Beyea & AJ Jones	Scheduled to start – March 2011
✓	NCRC	TBD ACT	Billing procedures to partners complete; KY NCRC Database populated with Test Sites, Partners, and Users
✓	Eligible Training Provider List	Linda Burton	Draft Project scope submitted for management approval.

Education Alignment			
Active	Project Name	Manager/Consultant	Notes
✓	Tech High (Phase 1)	Mike Kindred	January 31 st – Tech High Team Meeting to be held Career Coaches completed training in Berea.
✓	I-Best	Linda Prewitt	Meeting to discuss logo by Creative Services; budgets submitted; students recruited for program; pilot was discussed for program.
✓	Apprenticeships	Mike Kindred	1 st team meeting was held December 13 th
	High School Outreach	Palvena Pace	Scheduled to start – May 2011
	GED Express	Linda Burton	Scheduled to start – January 2012 Reecie Stagnolia has been meeting with State Parks Commissioner to develop cost estimates.

Economic Development Alignment			
Active	Project Name	Manager/Consultant	Notes
	Mind Your Own Business (Entrepreneurship)	Beth Smith	Scheduled to start – January 2012
✓	Work Ready Communities	Tom West & Jason Slone Thinking Media	Completed Key Stakeholder List January 27 th , 2011 All Consultant conference call
✓	Rapid Response	Bill Monterosso & Linda Prewitt	Next meeting January 20 th , 2011 Leadership meeting was held
	Economic Development Academy	Jim Beyea	Scheduled to start – July 2011

System Simplification			
Active	Project Name	Manager/Consultant	Notes
✓	Alphabet Soup	Chris Smith & Lanny Brannock	Letter drafted to Workforce System partners.
✓	Partner for Success	Beth Smith	Reviewed objectives of Strategic Plan and modified implementation plan January 13, 2011 - teleconference
✓	<i>Statewide Reserve Investments</i>	<i>Jim Beyea</i>	<i>(REPORTING INFORMATION WAS NOT RECEIVED FOR THIS PROJECT)</i>
✓	Case Management	Gina Triplett-Johnson	Conference call was held to identify steering committee members
✓	High Performing WIBs	Bill Monterosso CSW	December 10 th – Conference Call

Customer Service Improvements			
✓	Workforce Academy	Susie Edwards & Vicki Wade	Met and discussed strategies RFP to be released in December
	Outreach Initiative	Gina Triplett-Johnson	Originally scheduled to start – July 2011 Project to follow on heels of Branding roll out (possibly March 2011)
	Get Back to Work	TBD	Scheduled to start – July 2011
✓	One Stop Kiosk	Ryan Hanson & Connie Schnell	Programming issues submitted; DTS responded to majority of issues; implementation date pushed back due to programming issues
✓	UI Customer Service Plan	Allen Larson	UI forms submitted to review group

Kentucky Sector Strategies

Overview

The Kentucky Workforce Investment Board (in conjunction with the Education and Workforce Development Cabinet) has engaged the services of Maher & Maher to facilitate and provide technical expertise for the development of sector strategies. This change management initiative is designed to introduce the concept of sector strategies, what they are, why they are important, and how they should impact service delivery strategy for the workforce system and our partners throughout the state of Kentucky.

Partnering with Economic Modeling Strategies (EMSI), a leader in economic data collection and analysis, our goal is to align the workforce, economic development and education systems with the needs of the state's high growth/high wage focus industries.

Benefits to the State and its Regions:

- Determining the state's economic drivers will help the system understand the dynamics of job creation and earnings. This constitutes an opportunity to diversify and strengthen the state's economic base.
 - The implementation of sector strategies will simplify workforce development service delivery system and help achieve a customer-centered system.
 - Sector strategies lead to an efficient use of resources as organizations that are primarily responsible for attracting companies and jobs to a region and those supplying the skilled workforce are working together aligned to a larger shared regional vision.
 - The data driven process, supplemented by stakeholders' on the ground intelligence, will define the state's key industry sectors, thereby allowing all related systems to align to industry needs, eventually benefitting all Kentuckians and its workforce.
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The Process

- Design a Sector Strategies 101 course that demonstrates a high level overview of the power and benefits of sector and cluster strategies. This instructor-led training will be developed in the format of a PowerPoint, presented as a webinar and then converted into a self-paced learning course.
- Facilitate the identification of 3 to 5 statewide target sectors and 3 to 5 sectors in each region.
- Conduct three (3) Sector Strategies Institutes to introduce the value of regional sector approaches, discuss the results of the data analysis and foster a method of collaborative, regionally-based decision-making in building regional sector strategies.
- Fully develop a strategy for one (1) statewide sector and provide critical industry, occupation and education data analysis. This will become the model from which regions will develop their own sector strategies.
- Develop a Sector Strategies toolkit, which will include decision making tools, strategy development tools, best practices, model strategies, etc.

One Stop Certification

Overview

The One Stop Career Center system is at the heart of workforce development in Kentucky. As one of its strategies, **WorkSmart Kentucky** calls for the development of a One Stop Certification system. The Certification system will be designed to ensure consistency throughout the system while encouraging local and regional adaptation.

Benefits to Kentucky, its citizens and businesses:

- Consistent, high-quality services to employers and job seekers throughout the state;
 - User-friendly, customer-focused services;
 - Alignment with education and economic development;
 - Accountability for services and results;
 - Maximization of all workforce development resources.
-

The Process

It is critical that those who operate, oversee and rely on the One Stop System be integral to setting the standards that will be used to certify One Stop Centers. Therefore, the process will be very inclusive and will involve input from all levels of the system, all workforce areas in the State and different types of contributors to the system.

The process of developing this system will include:

- **Visits to at least one comprehensive One-Stop Career Center in each workforce area.**
The main purpose of these visits is to understand the One Stop operation and economic situation in each area, to solicit advice and feedback from staff, managers and WIB members, and to appreciate what customers value most.
 - **Formation of a Core Team comprised of employers and state and local level staff of key agencies and organizations involved in workforce development across the State.**
The Core Team will meet monthly for 6-8 months and will undertake the majority of the work in identifying the Certification System framework and elements.
 - **Creation of a Steering Team comprised of key SWIB members and executives of the agencies most involved in workforce development in Kentucky.** The role of the Steering team will be to guide the project and ensure that recommendations ultimately accepted by the SWIB are implemented. The affiliations of members of the Steering Team will generally mirror that of the Core Team at the executive level.
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The outcome of will be a One-Stop Certification System that recognizes the unique situation and features of workforce development in Kentucky. The system will be designed to recognize and build on the strengths already present in Kentucky, and to ensure One Stop Center alignment with other transformational policy and practice initiatives.

January 2011

January 2011							February 2011						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
2	3	4	5	6	7	1	6	7	8	9	10	11	5
9	10	11	12	13	14	8	13	14	15	16	17	18	12
16	17	18	19	20	21	22	20	21	22	23	24	25	19
23	24	25	26	27	28	29	27	28					26
30	31												

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					January 1, 2011
					2
3	4	5	6	7	8
		11:30am MONTHLY REPORTS DUE	8:30am Kiosk Project - Lexington Visit (Lexington)		9
			10:00am High Performing WIBS Presentation (KCTCS-Versailles)		
10	11	12	13	14	15
	One Stop Certification Core Committee Meeting		10:00am Partner for Success conference call (conference call)		16
	2:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902)	One Stop Certification Core Comm			
17	18	19	20	21	22
	1:00pm Branding Steering Committee (Third Floor Capitol Plaza Tower, Frankfort)		9:00am RAPID RESPONSE REDESIGN TEAM MEETING (CHR 2nd Floor - Executive Director's Conference Room)	1:00pm Consultant Collaboration Call	23
24	25	26	27	28	29
	2:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902)	12:00pm KWIB ExComm Meeting	12:00pm Work Ready Steering Committee (Transportation Building, Room 109)		30
31					

February 2011

February 2011							March 2011						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28						27	28	29	30	31		

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
	February 1	2	3	4	5
				11:30am MONTHLY REPORTS DUE	
					6
7	8	9	10	11	12
	2:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902)				
					13
14	15	16	17	18	19
					20
21	22	23	24	25	26
	2:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902)		1:00pm KWIB Meeting (KHEEA Building, 100 Airport Road, Frankfort)		
					27
28					

March 2011

March 2011							April 2011						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
6	7	8	9	10	11	12	3	4	5	6	7	8	9
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

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
	March 1	2	3	4	5
		Kentucky Energy Workforce Devel		11:30am MONTHLY REPORTS DUE	
					6
7	8	9	10	11	12
	2:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902)				13
14	15	16	17	18	19
					20
21	22	23	24	25	26
	2:00pm NCRC Advisory Team bi-weekly conference call (Dial in: 877-355-2902)				27
28	29	30	31		

KWIB Strategic Plan Outreach Presentations

Local Workforce Investment Boards

	Date	Time	Presenter(s)	Local Contact	Notes
EKCEP	6/17/2010	6:00 PM	Tom West	Jeff Whitehead	Verbal Update - No PowerPoint used
Cumberlands	10/19/2010	10:00 AM	Tom West	Darryl McGaha	
TENCO	8/18/2010	12:00 PM	Tom West	Denise Weidelman	
Northern Kentucky	9/14/2010	8:30 AM	Crystal Gibson	Barb Stewart	
Bluegrass	12/21/2010	9:00 AM	Ed Holmes	Jennifer Compton	
Barren River	11/4/2010	12:00 PM	Roger Marcum	Debbie McCarty	
Lincoln Trail	9/21/2010	11:30 AM	Hugh Hayden	Sherry Johnson	
Greater Louisville	TBD	TBD	Heidi Margulis	Michael Gritton	November Meeting conflicts with KWIB Meeting & KACo
Green River	8/4/2010	12:00 PM	Elizabeth Hack	Tonya Logsdon	
West Kentucky	8/24/2010	10:00 AM	Tom West	Sheila Clark	

KWIB Strategic Plan Presentation Schedule

Statewide Organizations

	Date	Time	Presenter(s)	Organization Contact	Contact Info	Notes
Kentucky Chamber of Commerce				Dave Adkisson (Candy Keeton)	464 Chenault Road Frankfort, Kentucky 40601 Phone: 502-695-4700 Fax: 502-695-5051 E-mail: kcc@kychamber.com	Candy Keeton is running the idea past Dave Adkisson
Kentucky Association of Manufacturers	February			Ken Carroll (k.carroll@kamanufacturers.com)	609 Chamberlin Ave Frankfort, KY 40601 (502) 352-2485 Fax: (502) 352-2489 E-Mail: info@kamanufacturers.com	Ken Carrol will get back with a tentative time
Kentucky Association for Economic Development	8/5/2010	2:15 PM	Tom West	Mike Mangeot	2225 Lawrenceburg Rd. Bldg. B, Suite 4 Frankfort, KY 40601 502-227-9653 (phone) 502-227-2611 (fax)	Summer Conference
Joint Committee on labor & Industry and Economic Development & Tourism	10/21/2010	1:00 PM	Beth Brinly Tom West Bill Monterosso	Linda Bussell	LRC	Presentation at Lexington Center, created At A Glance Brochure about the plan.
KCTCS Workforce Solutions Managers				Donna Davis	859-256-3249	October 5th and 6th working on the Agenda - will call back in a in a few days
Kentucky Society of Human Resource Management				Jeff Nally CHAIR ?	(502) 580-1947	Fall Conference (Sept 29-October 1) LM
Kentucky Renewable Energy Consortium	11/17/2010	10:55 AM	Tom West	Donal Douglas	d.douglass@louisville.edu	Panel discussion to include info on ARRA KESP Grants and Sector Strategies
IWIN - University of Kentucky				Dr. Jennifer Swanberg	139 West Short Street, Suite 200, Lexington KY 40407: (859) 323-0585	Roundtable or other event? Will call back with a date
Kentucky League of Cities	9/14/2017			Tammy Penna (Rebecca Morton)	100 East Vine Street, Suite 800, Lexington KY 40507 (859) 977-3700	NEED NEW DATE - Tammy Penna will run it by her Director and call me back this week (11/8/10)
Kentucky Association of Counties	11/18/2010		Elizabeth Hack	Sonya Chesser (sonya@kaco.org)	400 Englewood Drive, Frankfort, KY 40601 (502) 223-7667	36th Annual KACO Conference is November 17th - 19th
Kentucky Education Association	12/3/2010				Sharron Oxendine (502) 875-2889 soxendine@kea.org	Emailed "soxdine@kea.org" the Strategic Plan Link for review
Statewide Council on Vocational Rehabilitation	9/20/2010	1:00 PM	Tom West	Dave Matheis	502-782-3420	Quarterly Meetings - SCVR Quarterly Meeting Monday, September 20, 2010 8:00 - 3:00 Marriott Griffin Gate Resort and Spa 1800 Newtown Pike, Lexington, KY 40511
Office of Vocational Rehabilitation Leadership Meeting	11/18/2010	8:30 AM	Tom West	Pam Jarbow	Pamela S. Jarboe, M.Ed., CRC, CPM Director of Program Services Office of Vocational Rehabilitation 1-800-372-7172	
OET Managers Meeting	9/29/2010	1:30 PM	Betsy Flynn Tom West	Bill Monterosso	564-5331	September 28-30th (Still working on the Agenda, Linda Prewitt) Lake Barkley
Council on Postsecondary Ed				Dr. Robert King (Mary Morse) Lee Nimocks and CC' Phyllis Bailey	502-573-1555	November 5th 2010 at EKU

Implementation Progress Report



Date: December 2010

Project: Sector Strategies

Consultant or Agency name: Maher and Maher

Implementation Status: 38 % complete

Completion Date: June 2011

Tasks completed this month:

Deployed EMSI site licenses (10).
Completed EMSI tool training.
Formed Data Review Team.
Revised the Sector Strategies 101 Course.

Major milestones reached to date:

Held a webinar with the Steering Committee to preview the draft Sector Strategies 101 course and obtain feedback.

Shared preliminary data report results and findings/map on the KY regions with the Steering Committee.

Responded to feedback/questions on data reports.

Tasks to be completed next month:

Finalize Sector Strategies 101 PowerPoint, Facilitator Guide and Participant Guide.
Schedule onsite workshop with Steering Committee to share finished product of the Sector Strategies 101 course, discuss consensus-based tool, share recommended list of sectors, and participate in brainstorming activities to settle on 3-5 targeted sectors for the state and work on drilling down to one (1) sector strategy (which will be a 'pilot' for regional institutes.)
Begin design of Regional Institutes agenda.
Continue to refine/revise data sector recommendations.

Coordination/collaboration required next month:

Continue to build consensus on data report and sector recommendations.
Confer with high performing WIBS consultants to coordinate results.

Implementation Progress Report



Date: November 2011

Project: Branding and Identity

Consultant or Agency name: Landor

Implementation Status: 38 % complete

Completion Date: February 2011

Tasks completed this month:

On-line Intercepts Results Evaluation, Creation and Completion of Customer Journey Deck which captures all of the learnings up to this point to outline all of the key touch points of the consumer experience. Customer Journey helps to highlight focus areas, areas for improvement, etc. The Customer Journey will be used to inspire Brand Driver session and the creative team for identity and architecture design exploration.

Major milestones reached to date:

Immersion: Landor team conducted immersion and spoke with various departments throughout the state to gain a further understanding of the services and system. Landor also conducted an audit as well as In-Person One-Stop Intercepts with consumers, and employers, etc. Steering Committee and Board Meetings were held to gain alignment. A Customer Journey deck has been created which will be used to highlight key focus areas and used as inspiration for the design process.

Tasks to be completed next month:

Brand Driver Session, Steering Committee Meeting to review Brand Driver and Customer Journey piece

Coordination/collaboration required next month:

Steering Committee to walk through Customer Journey and Brand Driver.

Alignment on Brand Driver piece which will inspire and kick off design exploration around Identity and Architecture

Implementation Progress Report



Date: December 2010

Project: One Stop Certification

Consultant or Agency name: Maher and Maher

Implementation Status: 18 % complete

Completion Date: June 2011

Tasks completed this month:

Participated in call with all other project consultants
Completed preparation of materials for visits to six One Stop Centers in December
Prepared and sent new one page project description to State
On-site visits made to six One Stop Centers, with write-up of visits
Completed population of Core Team with State
Completed logistics consultation for first Core Team meeting

Major milestones reached to date:

Kickoff meeting held
Began planning with State project manager for first Core Team meeting in January
Arranged for One Stop visits
Made 6 One Stop visits and completed interim report

Tasks to be completed next month:

On-site visits to three One Stop Centers, with write-up of visits
Facilitate first Core Team meeting in Elizabethtown

Coordination/collaboration required next month:

All consultants call
Contact WIB project manager (CSW) for update on WIB stands development
Contact Branding project manager to discuss use of One Stop brand as related to certification

Implementation Progress Report



Date: December 2010

Project: National Career Readiness Certificates

Consultant or Agency name: Office of Employment and Training

Implementation Status: 87 % complete

Completion Date: January 2011

Tasks completed this month:

Billing procedures to Partner Agencies complete
Completion of Payment procedures for vendors (including ACT)
KY NCRC database populated with Partners and Test Sites
KY NCRC database populated with Users
Partner Planning Meeting with Office of Employment & Training (OET), Kentucky Adult Education (KYAE) and Workforce Investment Area (WIA) leaders

Major milestones reached to date:

Umbrella contract executed with ACT
Kentucky Database completed and testing started
KY NCRC Database populated with Test Sites and Users

Tasks to be completed next month:

Complete NCRC Database Billing Process
Complete a "soft roll out" of the NCRC Process and print first "Live" Certificate for Outreach
Begin Outreach in earnest to identify Employers using NCRC and use them as advocates
Sync KY NCRC database with ACT to ensure all certificates are being identified.

Coordination/collaboration required next month:

Partner planning meeting to facilitate process from the time a potential examinee walks into the Career Centers.
Coordinate with ACT to solve possible billing conflicts with collaboration from Education Cabinet programmers.
Coordinate with ACT to solve sync KY NCRC database to theirs to ensure proper transfer of test data.

Implementation Progress Report



Date: December 2010

Project: Eligible Training Providers

Consultant or Agency name: Office of Employment and Training

Implementation Status: 2 % complete

Completion Date: January 2011

Tasks completed this month:

1. Met with inter-agency team leads
2. Researched other states' ETPL systems and procedures (see screenshots in Work Products Folder)
3. Teleconference with Texas Workforce Agency staff (see minutes in Meeting Folder)
4. Submitted a proposed expanded project scope that included:
 - Dual objectives
 - Identified funding source and estimated total project cost
 - Key timeline dates for major deliverables
 - Overview of current system and deficiencies
 - Business objectives
 - Training requirements for implementation
 - Security levels
 - Provider Structure (unique identifier)
 - Project team and area of responsibility

Major milestones reached to date:

Draft Project scope submitted for management approval.

Tasks to be completed next month:

1. Meet with executive staff to obtain input on desired approval policy and procedures and to seek input and approval of draft expanded project scope.
2. Meet with stakeholders: LWIB directors, training providers, and other potential service partner system users for input for system functionality.
3. Prepare draft for state policy for approval of eligible training providers.

Coordination/collaboration required next month:

Implementation Progress Report



Following input and guidance from executive management, collaboration with LWIB directors, training providers and project team will be necessary.

Implementation Progress Report



Date: December 2010

Project: Tech High (First Phase)

Consultant or Agency name: Office of Career and Technical Education

Implementation Status: % complete

Completion Date: June 2012

Tasks completed this month:

Berea College training for the Career Coaches.

Major milestones reached to date:

Career coaches completed training in Berea
55 career coaches hired at the ATC's and local districts

Tasks to be completed next month:

The following is a list of topics the ATC coaches said they needed training on:

1. Kentucky Tech website
2. Career Pathways (more information)
3. Dual credit and articulation (more specific information)
4. How to pull students out of class
5. Certifications
6. What happens at college
7. Grant writing
8. Fund raising ideas (to take students on college trips)
9. Certifications
10. Apprenticeships

Coordination/collaboration required next month:

Implementation Progress Report



First Tech High team meeting to be held on January 31, 2011.

Implementation Progress Report



Date: December 2010

Project: I-Best

Consultant or Agency name: Adult Education

Implementation Status: 20 % complete

Completion Date: June 2011

Tasks completed this month:

- * Project manager and KYAE staff met to discuss logo designed by Creative Services.
- * Budgets submitted by several programs
- * Students being recruited for program
- * Pilot was discussed at the 2010 Innovation Summit

Major milestones reached to date:

- * Curriculum training materials have been aligned with the Common Core Standards
- * Pilot name decided
- * Both the curriculum development and instructor trainings have been scheduled.
- * Counties identified
- * Technical areas identified
- * Initial meetings to discuss pilot were successful

Tasks to be completed next month:

- Due to weather conditions in December the following items were postponed until January:
- * Completion of the curriculum and instructor training
 - * Completion of student recruitment

Coordination/collaboration required next month:

Due to weather conditions in December this item was not completed but will be completed in January, the staff from the adult education program and the staff from the community college will work together in January to develop curriculum and lesson plans.

Implementation Progress Report



Date: December 2010

Project: Apprenticeship

Consultant or Agency name: Office of Career and Technical Education

Implementation Status: % complete

Completion Date: December 2012

Tasks completed this month:

We had our first team meeting on 12/13/10.

Major milestones reached to date:

Completed regional meetings and reported findings to the Feds

Tasks to be completed next month:

1. Need to find way to financially encourage industry to see the benefits on apprenticeships in order for them to support apprenticeships.
2. Need to encourage and develop Health Care apprenticeships.
3. Need to partner with the KWIB Board in order to look for financial incentives for companies to promote apprenticeship. Mike Kindred and Jill Ralston to work on this item.
4. Will be looking for ways for Area Technology's Centers or promote and develop pre-apprenticeship programs.
5. Look into pre-apprenticeship certificate in order for tasks to be pre-approved.
Next meeting to be decided and scheduled by e-mail.

We are waiting to hear back from Mike Donta from the KY Labor Cabinet. Once he hears back from the Department of Labor then we will schedule another meeting and objectives to be met.

Coordination/collaboration required next month:

Implementation Progress Report



Register for the Apprenticeship conference in Atlanta

To schedule the next team meeting and focus on objectives directed by the Department of Labor.

Implementation Progress Report



Date: December 2010

Project: Work Ready Communities

Consultant or Agency name: Thinking Media

Implementation Status: 55% complete
(Select)

Completion Date: June

Tasks completed this month:

All-Consultant conference call December 17th
Report - Analyze Kentucky Communities on selected criteria(100% deliverable #7)
Completed Key Stakeholder List (100% on deliverable #4) and Employer List
December 16th Steering Committee Meeting canceled due to weather - rescheduled for January 27, 2011

Major milestones reached to date:

Initial Kickoff Call - August 27, 2010
Identification and appointment of Steering Committee
Report: Precedents in Work Ready Communities. Deliverable #2, 100%
First meeting of the Steering Committee - September 27, 2010
Initial list of key stakeholders (50% on deliverable #4)
Committee discussion and generation of list of key indicators (50% on deliverable #6)
Committee discussion and general direction on process, requirements, incentives, benefits (20% on deliverable #8)
Analysis of Work Ready Indicators (100% - Deliverable #3)
Survey and voting on criteria for Work Ready Communities (75% - Deliverable #6)
Gathered key contact and contact information for list of stakeholders (75% - Deliverable #4)
Agenda and preparation for Steering Committee Meeting November 18, 2010
Preparation for KWIB Board Meeting November 18, 2010
Analysis of Work Ready Indicators (100% - Deliverable #3)
Survey and voting on criteria for Work Ready Communities (75% - Deliverable #6)
Gathered key contact and contact information for list of stakeholders (75% - Deliverable #4)
Agenda and preparation for Steering Committee Meeting November 18, 2010
Preparation for KWIB Board Meeting November 18, 2010
Coordinated with NCRC Program Committee/Contractor to discuss Work Ready Communities in their statewide informational events
Steering Committee Meeting November 18, 2010
KWIB Board Presentation November 18, 2010 (deliverable #12)
Compiled input from KWIB board on criteria
All-Consultant conference call - November 19, 2010
Agreed upon Top 10 Work Ready Community criteria (100% deliverable #6)
Reviewed key stakeholders list with Steering Committee (deliverable #4)
Reviewed Top Employer list with Steering Committee
All-Consultant conference call December 17th
Report - Analyze Kentucky Communities on selected criteria(deliverable #7)
Completed Key Stakeholder List (100% on deliverable #4) and Employer List

Implementation Progress Report



Tasks to be completed next month:

January Steering Committee Meeting - Jan 27, 2011
Set Criteria thresholds
Align Committee Members with Key Stakeholders and plan initial calls
Set up informational webcasts about the program for Key Stakeholders

Coordination/collaboration required next month:

All-Consultant conference call January
Discuss Key Stakeholder calling with NCRC project group too coordinate message
Coordinate informational webcasts for Key Stakeholders - Steering Committee will call to get them on webcasts

Implementation Progress Report



Date: December 2010

Project: Rapid Response

Consultant or Agency name: Office of Employment and Training

Implementation Status: 2 % complete

Completion Date: October 2011

Tasks completed this month:

Initial Leadership meeting held December 13. Attendees: OET: Bill Monterosso, Linda Prewitt, Jonathan Cary, George Scott

Major milestones reached to date:

None

Tasks to be completed next month:

Initial meeting of full Rapid Response Design team. Key partners invited to participate: Education & Workforce Development Cabinet; OET; OET-Research & Statistics; OVR; West KY WIA; Adult Education; Economic Development

Coordination/collaboration required next month:

Key partner meeting - January 20, 2011.

Implementation Progress Report



Date: December 2010

Project: Alphabet Soup

Consultant or Agency name: Office for the Blind

Implementation Status: 40 % complete

Completion Date: February 2011

Tasks completed this month:

Holidays didn't provide much time for task completion, but Chris Smith and Lanny Brannock met to go over goals and responsibilities for January. Worked on draft of letter to Worforce System partners, which is in the editing stage.

Major milestones reached to date:

Web sites scrubbed of acronyms in Vocational Rehabilitation and Office for the Blind, pending in Employment and Training. Documents and publications are being looked at and readied for acronym removal when the timing is appropriate in all three areas.

Tasks to be completed next month:

- *Work with Amy Wetherby to look at all web sites she works with for more acronym removal, and make the effort go workforce development system wide.
- *Begin acronym removal on new Employment and Training Website, which wasn't put online last month.
- *Email letter and small presentation to partners about the disservice to our customers of using acronyms in our publications, websites and lexicon and ask them to make a conscious effort to discontinue their use.
- *Continuous effort to remove acronyms from public useage within the workforce system

Coordination/collaboration required next month:

Branding and Identity
User Friendly online services
Outreach Initiative

Implementation Progress Report



Date: December 2010

Project: Partner for Success

Consultant or Agency name: Office for Vocational Rehabilitation

Implementation Status: % complete

Completion Date: February 2012

Tasks completed this month:

Team met on December 6, 2010.
We reviewed the objectives of our KWIB strategic plan and modified our implementation plan.

Major milestones reached to date:

Made milestone assignments to team members.
Scheduled a Leadership management meeting for April 27 - 28 at Lake Cumberland state park and identified participants.

Tasks to be completed next month:

Team updates on milestone assignments.
Begin working on agenda for Leadership Management meeting in April.
Review "Who Do I Call List"

Coordination/collaboration required next month:

Teleconference with team on January 13, 2011 at 10:00 am.

Implementation Progress Report



Date: December 2010

Project: Case Management

Consultant or Agency name: Office of Employment and Training

Implementation Status: 5 % complete

Completion Date: January 2012

Tasks completed this month:

Conference Call was held to identify steering committee members:

Gina Triplett Johnston, OET

Stan Hill, OET

Jon Pendergrass, OET

Jeanne Devers, OET

Dee Taylor, WIB

Allsion Jessee, OFB

Holly Hendricks, OVR

Larry McNabb, OFB

David Walters, Adult Ed

Major milestones reached to date:

Initial Concept of Case Management. Discussion of needs to create a fully integrated, customer driven One Stop Career Center.

Discussed barriers to the system, all partners current access, current in-take, assessment and orientation process.

Informational projects to gain feedback and bring to next meeting.

Tasks to be completed next month:

Possibly met with Tom west and discuss direction.

Set a date for full 1/2 day workshop.

Look at information from IT on possibilities.

Current intake forms, assessment tools currently being utilized by agencies.

Coordination/collaboration required next month:

Implementation Progress Report



Each agency submit a copy of assessment and intake forms to view required information.

Implementation Progress Report



Date: December 2010

Project: High Performing Workforce Boards

Consultant or Agency name: CSW

Implementation Status: 25 % complete

Completion Date: December 2010

Tasks completed this month:

Tasks completed during December, 2010:
Call among all consultants for coordination purposes.
Conference call with Steering Committee
Finalized documents:
1. Standards, criteria, measures and scoring rubric;
2. Application and self-assessment;
3. core questions for on-site review;
4. Survey questions;
5. WIB Briefing agenda.

Major milestones reached to date:

WIB Briefing designed and ready for delivery.
Schedule and driving distances of on-site visits determined.

Tasks to be completed next month:

Tasks for January include:

- WIB Briefing on January 6
- Determine composition of review teams
- Begin designing reviewer training

Coordination/collaboration required next month:

Coordination with consultant contracted for sector training.

Implementation Progress Report



Implementation Progress Report



Date: December 2010

Project: Workforce Academy

Consultant or Agency name: Office for Vocational Rehabilitation

Implementation Status: % complete

Completion Date: June (Select)

Tasks completed this month:

Met in October and discussed overall strategies for the project and outlined questions for consultant. We are still waiting on a consultant selection from the RFP that was sent out in early October. The follow-up questions from parties interested in the RFP has been received and the final date for submitting proposals for the RFP is Tuesday, December 21, 2010.

Major milestones reached to date:

(No activity reported)

Tasks to be completed next month:

Coordination/collaboration required next month:

Will need the consultant identified once the proposals have been submitted and a selection has been made. The team will need a copy of the approved proposal. Consultants will be expected to establish a meeting time with the team either tele-conference or face-to-face.

Implementation Progress Report



Date: December 2010

Project: One Stop Kiosk

Consultant or Agency name: Office of Employment and Training

Implementation Status: 50 % complete

Completion Date: March 2011

Tasks completed this month:

- Identified and submitted programming issues to DTS project team (11/29)
- DTS responded to majority of issues (12/15)
- Project Managers discussion re: pilot deadline - pushing back implementation date due to programming issues

Major milestones reached to date:

- DTS Support Tech., Chris Donahue - brought on board to consult re: kiosk operating system (12/16)
- Continued testing kiosk system in Florence office - working through issues

Tasks to be completed next month:

- Meet/discuss with DTS re: remaining programming issues (week of 1/3)
- Project Managers visit Lexington Pilot Site for testing and monitoring of the kiosk system (1/6)
- Monitor/Evaluate the effectiveness of the kiosk; make changes as needed
- 'Anticipated' Pilot Rollout in Lexington - 4 weeks
- Identify a new vendor for kiosk stands in case more need to be ordered for other offices

Coordination/collaboration required next month:

- Meet with DTS to discuss Louisville Pilot implementation (Meet with Lou. WFD Manager as well)
- Schedule meeting with Facilities Management and Louisville staff to determine needs for implementation re: the Preston Highway and 6th and Cedar offices in Louisville (*Note: Received notification from Facilities Management that Preston Highway office in Lou. will be moving in 3 months; could potentially affect implementation date/set up)
- Request OVR Technical Mgr., Carol Weber, to join PM's in Lexington to view and make further recommendations re: kiosk stands and accessibility

Implementation Progress Report



Date: December 2010

Project: Unemployment Insurance Customer Service Plan

Consultant or Agency name: Office of Employment and Training

Implementation Status: 22 % complete

Completion Date: July 2011

Tasks completed this month:

Submitted UI forms (those referenced in Regulations as well as the most commonly used by Tax, Benefits, and Appeals) to members of Review group

Major milestones reached to date:

Deployment of Direct Deposit Statewide
Increased staff for help desk / Identification of KEWES systemic issues
Tax rate calculations / Reimbursable charges issued based upon changes specified in HB 5

Tasks to be completed next month:

Establish schedule for UI training program for employers
Meet with representatives of State Department of Labor to determine security statement requirements and available data for information sharing agreement
Develop outreach strategy for fraud detection efforts

Coordination/collaboration required next month:

Coordinate with forms review group
Coordinate with State Technical Colleges and Kentucky SHERM Association
Meet with State Department of Labor program staff
Meet with Communication staff to discuss and develop strategy for outreach program regarding fraud detection efforts
Meet with Commissioner to discuss how the Non-Reduction Provision in Federal Law H.R. 4853 may affect the Wage Replacement change in HB 5 (68% to 62%) and the three year look-back option for EB