

Program Oversight Committee Meeting Minutes
February 18, 2022
9:00 a.m. – 10:30 a.m.
Zoom Meeting

Members Present: Mike Hesketh, Jenny Lampton, Patricia Williams, Christine Tarquinio, Lisa Thompson, Michael Gritton, Rena Sharpe, Patrick Garvey, Michael Karman, Angella Wilson, Regan Wann, Chris White, Eric Hicks, Renee Walters, Brian Luerman, Christopher Locke, Bailey Preston, Mary Rosenthal, Stacy Roderick, Ashley Janicki, Aleece Smith, Lori Matos, Kimberly Boyd-Lane, Sarah Dodeci, Rose Hamilton

Staff: Chris Locke, Aleece Smith, Bailey Preston, Brian Luerman, Michael Gritton, Cindy Read, Alicia Pardo, Latricia Swope, Katie Elliot, Mary Rosenthal, Patrick Garvey, Stacy Roderick, Lori Hiser, Barbara Ferrell

Contractors/Guests: Ashley Janicki, Chris White, Eric Hicks, Rena Sharpe, Amy Luttrell, Dennis Ritchie, Kimberly Boyd-Lane, Linda Witt, Regan Wann, Renee Walters, X'Zashea Lawson-Mayes, H., Rose Hamilton

Welcome and Introductions: *Mike Hesketh*

Chairman Hesketh welcomed the Program Oversight Committee, staff and guests to the meeting. Cindy announced two new staff members to KentuckianaWorks. Alicia Pardo is the new Executive Assistant for Michael Gritton. Mike Karman is the Sector Strategy Coordinator for KentuckianaWorks. Everyone welcomed them to the team. Chairman discussed the minutes from the January. He wanted to talk about the potential change of the NIA center over to Goodwill and what great input and great questions that the Program Oversight Committee had. It was very thorough and that is the purpose of the Committee, and because of that, he was able to take it to the Board of Directors and confidently answer any questions they had. He thanked the team for getting the material together.

Review & Approve Minutes from January 21, 2022 Meeting - Mike Hesketh

A motion to approve the minutes was made by Caitlin Blair and seconded by Christine Tarquinio. The motion passed without opposition.

Labor Market Intelligence Report – Sarah Ehresman

Sarah started off by acknowledging Katie Elliot for helping to pull this data together. Due to the possible influx of money through the American Rescue Plan for workforce development, we wanted to look at past experience with providing training scholarships, called Individual Training Accounts. Sarah shared data from the Individual Training Account funding during the Great Recession. Healthcare accounted for 60% of the ITAs funded during the Great Recession. 3,200 ITAs were funded between 2008 and 2010. The highest completion rates were in construction, transportation, and healthcare. Overall the completion rate was 61%. The completion rates were fairly even between genders at 61% for females and 63% for males. However, 65% completion rates went to white individuals and only 55% to black individuals. This was surprising because KentuckianaWorks serves more black individuals. Some occupational segregation is present in the demographic breakdown by sector. Sarah shifted to the outcomes of the ITA funding. This data analysis was completed by the Kentucky Center for Statistics or KYSTATS. Overall, more than 80% of ITA completers were employed 3 and 5 years after they started training. As the economy improved, wages 3 years out also improved. Trainees experienced wage progression. Overall, wages are not that high. However, training helped to improve wages when compared to a similar population. ITA completers were compared to a group with similar characteristics who received UI payments between 2008 and 2010.

Healthcare trainees have the highest employment rates and are the most likely to be employed in their sector of training. Trainees also experienced wage progression over time. Healthcare trainees have the highest wages, but overall, wages were not that high. If the trainee was employed in the sector they were trained for, the wages were higher. Sarah ended her presentation and opened the discussion for questions. Michael Gritton stated the reasoning for looking at this data is KentuckianaWorks has asked for \$44 million of American Rescue Plan money and about \$20 million of those funds would be job training scholarship money. In the past, with money to spend, KentuckianaWorks has asked the POC and then the Board of Directors to parcel the funds out like a mutual fund investment for each sector. This is the work moving forward with the ARP funds. Chairman stated that this is exciting news to have the potential for that amount of money to have an impact. Rena Sharpe from Goodwill asked if Sarah is using KYSTATS for the one, three, and five-year tracking on individual income levels at that time. Sarah responded with yes and that in the KentuckianaWorks system, it tracks for one year out, and so KYSTATS covered the longer-term impacts. Michael mentioned that Kentucky has been trying to get access to the Indiana data but hasn't yet been able to, which is frustrating because we live in a 13-county region where more people are crossing the bridge all the time. He suspects the data is undercounting placement and employment. He asked Sarah to remind him to talk to the state about getting that information.

Staff Recommendation: Certification of the KMCC as an Affiliate Career Center – Angella Wilson

The certifications of career centers are a requirement under the Workforce Innovation and Opportunity Act (WIOA). The Kentucky Workforce Innovation Board (KWIB) sets out how to become certified. This process is critical to the transformation of the workforce development system. The evaluation process of the certification is essential to the achievement of brand promise to achieve the following:

Consistent, high-quality services to employers and job seekers;

User-friendly, customer-focused services;

Strategic alignment with education and economic development;

Accountability for services and results; and

Maximization of all workforce development resources

KentuckianaWorks' responsibility is to evaluate and certify any Comprehensive Career Center, Affiliate Career Center, and Access Points in its region. The Career Center certification process is outlined by the Kentucky Workforce Innovation Board (KWIB), and includes the following steps:

The completion of the center application

On-site review for accessibility by the ADA state coordinator

Evaluation Team on-site review

Local Workforce Development Board approval of a recommendation to grant

certification

Submission of application and board approval to grant certification to KWIB

KentuckianaWorks One-Stop Operator Regan Wann worked with an internal team to complete the certification application. It was decided that the Kentucky Manufacturing Career Center would be certified as an Affiliate Career Center because it is a specialized career center that addresses the specific needs of job seekers and employers in the manufacturing industry, a key industry sector. Next, an on-site accessibility review with ADA coordinator Jennifer Hicks took place on December 9, 2020. On December 11, 2020, Jennifer submitted a letter stating KMCC was accessible. The workforce

development board and OSO staffed a four-member group to serve as the review team to recommend granting or denying certification. The Review Team included:

Business Representative (non-board), Jennifer Harris

LWDB member from another LWDA, Trish Niles

Non-core partnering entity (not co-located), Eric Hicks

LWDB board member (KentuckianaWorks), Jonathan Westbrook

The Team reviewed the application and ADA documentation in preparation for the on-site visit. At the on-site visit on January 14, 2022, the Review Team evaluated KMCC for physical and programmatic accessibility, effectiveness, and continuous improvement. Each team member was assigned a particular focus from the application, including Business and Employer services, Job Seeker Services, Center Management, and Strategic Planning and Innovation. All members were encouraged to engage with the other areas of the operation.

On Friday, January 14, 2022, the Review Team recommended granting certification to KMCC as an affiliate comprehensive center for three years through PY2025.

KentuckianaWorks asked that the POC approve the recommendation provided by the Review Team to certify the Kentucky Manufacturing Career Center as an Affiliate Career Center.

A motion to approve certification of the KMCC as an affiliate career center was made by Caitlin Blair and seconded by Christine Tarquinio. The certification was approved unanimously. The POC recommendation will go to the full board on February 24, 2022 as part of the consent agenda for their approval. The certification will last for three years through the program year 2025.

Staff Recommendation: Issuing Request for Proposals (RFP) for SummerWorks Payroll Services –
Chris Locke

Under federal and local procurement guidelines, KentuckianaWorks competitively procures all contracts every five years. The contract for SummerWorks payroll services and the employer of record for sponsored youth and young adults (ages 16-21) in Jefferson County, Kentucky is currently held by Management Registry Inc. and is in its fifth and final year. The contract will end on March 14, 2022. To comply with the procurement requirement and to make sure a contractor is in place for the start of SummerWorks 2022 season, KentuckianaWorks recently placed the contract up for bid by coordinating the RFP process with Louisville Metro Purchasing and will identify a small committee made up of KentuckianaWorks staff and a Board Volunteer to use the evaluation criteria to review, score, and make a recommendation for a future contractor. With the RFP currently up for bid and the likelihood the review process and recommendation for a contractor will be completed before the POC meets again in April, KentuckianaWorks staff request approval to issue a contract based on an amount determined in negotiations with the successful bidder. The review team will be slightly different than the SummerWorks. It will consist of two of our fiscal pros. Chris Locke expressed appreciation to POC and Board Member Patricia Williams for her outstanding continued work. She was asked and agreed to participate in this small committee. She is also on the SummerWorks program.

For the next 5 years (March 2022 – March 2027), with the option for KentuckianaWorks to renew the contract yearly, the initial contract would begin in March of 2022. These funds will be sourced by Louisville Metro Government. With the RFP currently up for bid and the likelihood the review process and recommendation for a contractor will be completed before the POC meets again in April, KentuckianaWorks staff requested approval to issue a contract based on the reviewers' recommendation for an amount to be determined in negotiations with the successful bidder. Chairman Hesketh asked if

Chris anticipates that the provider will bid again. Chris answered that the current provider is bidding again. Chairman asks if there will be an anticipation of multiple bidders. Chris stated that up to this point there are multiple bidders.

A motion to approve request for proposals (RFP) for SummerWorks Payroll Services was made by Jenny Lampton and seconded by Caitlin Blair. The request was approved unanimously.

Staff Recommendation: Approving non-competitive contract for Security at the SPOT – Cindy Read

Cindy Read started off with the background of this recommendation. The hiring of Off Duty Police Services happened quickly in July 2022 when our previously contracted security service through Louisville Metro Government (Allied Universal) could not provide security for our court-involved young adult program when we returned to in-person services under a new service provider (Goodwill of Kentucky). Due to the nature of the program, which serves justice-involved young adults, security was urgently needed for this program.

Stacy Roderick, who oversees KentuckianaWorks' security contracts, worked diligently to find a company on the LMG list of security companies already under contract that could provide services, with no success. She expanded her search to other companies in the region and still could not find any company that could provide the services due to widespread staffing challenges. Ultimately, Goodwill recommended a company they work with – Off Duty Police Services. Off Duty was able to provide an armed guard on short notice and we found them to be excellent.

We initially thought this would be a temporary solution and that Allied Universal would be able to find staff to assign to our young adult career center. However, Allied was not able to come through for us. Furthermore, the services of Off Duty Police Services were excellent and eventually we decided we should bring them on as the security provider. We had not at this time exceeded any purchasing limits that trigger the need for a competitive bid.

The previous contractor (Allied Universal) was secured through LMG, which did not require a competitive procurement on our end. However, Off Duty Police is not a vendor under LMG's contract, so with an estimated cost of \$88,000, we are now projected to be over the limit for a non-competitive procurement. Louisville Metro Purchasing requires that board approval is obtained for this contract. Chairman asked what the difference in budget versus what we have historically paid for this service. Cindy stated that it is higher than before. However, we did not have an armed guard before. The cost per hour has increased due to the employees being former or present police officers. However, because we are now sharing the cost with Goodwill, the budget impact is not as significant.

A motion to approve the non-competitive contract from September to June 30 for Security at the SPOT was made Jenny Lampton and seconded by Christine Tarquinio. The approval was passed unanimously.

Discussion: Program progress – Questions from Program reports – Mike Hesketh

Chairman Hesketh started by sharing that he found the new format of the Program Progress Summary to be outstanding and applauded the team taking the time to structure more or less as an executive summary that is very helpful to understand. He asked if there were any input on the program reports. Jenny Lampton commented that when Goodwill took over the SPOT, they spoke about bringing the mental health component in the contract. Looking over the report, she was so pleased to see that they brought in the trauma resilience model. Christine Tarquinio stated that she was excited to see the engagement that Code Louisville experienced with the new pathways. It led to successful outcomes. Chairman Hesketh asked Brian Luerman about the overlap between Code Louisville and Tech Louisville. Brian stated that the overlap is in the Data Analysis area. The reason is that one of the partners of the Advancing Cities Grant (Future of Work Initiative) helps participants gain incentives for completing data analysis projects. The difference between the classes is that Code Louisville is more about programing and Tech Louisville is more about the tools and skills. Christine Tarquinio asked about the expiration date on the funds and

what will happen to Tech Louisville. Brian hopes that the ARP funds will resolve this, and they will transfer all of Tech Louisville participants into Code Louisville. Chairman asked Angella Wilson about the numbers and an update on KentuckianaBuilds. Angella stated that they are brainstorming ways to connect with the community and market these programs. Radio broadcasting and the referral process are possible options. Chairman Hesketh observed that according to the reports, job placement metrics for all the programs aren't where they want them to be, but the activities are better. They are exploring and trying new things and seeing what sticks to move forward.

Executive Director's Report - Michael Gritton

Michael reviewed that KentuckianaWorks has submitted a request for \$44 million in American Rescue Plan funds. The estimated timeframe to hear about the ARP requests is April or May. It will take awhile to process the multitude of proposals coming to the Mayor. The Mayor gave a huge shout out to the SummerWorks program, and they played a one-minute video of a success story. He also gave a shout out to Code Louisville. If COVID cooperates, this may be one of the best summers for KentuckianaWorks. KentuckianaWorks will be sponsoring between 250 and 300 kids. In the future, we can talk about infrastructure to connect these programs in their career pathways. Michael stated that he had never seen a more opportune time to make a difference. He also stated that because the economy in Kentucky has been improving, Kentucky may have to take a 10% cut next fiscal year in its WIOA funding. If that happens, KentuckianaWorks is getting \$5.5 million of WIOA funding for a region of a million people. That will change to \$5 million with the 10% cut. There is a long list that Congress wants us to do with those funds, but some are required. Even though the ARP offers more funds, it comes with more stipulations. Chairman Hesketh asked if the ARP funds will allow outreach. Michael responded that allows outreach as the current law does, but it will not allow advertising because it is federal funding. Cindy can confirm that every program put money for outreach, and so it should not be a problem. KentuckianaWorks did their first billboard. Patrick Garvey stated that they are experimenting with different signage. Michael stated that he is sending a note to Judge Ison to put out signage at the Stratton Center and asked for the Chairman's help. Cindy announced that if COVID cooperates, we will have an in person POC meeting at the SPOT on the JCTC campus on May 13th.

Adjourn - Mike Hesketh

Chairman Hesketh thanked everyone for their participation. With there being no further discussion, the meeting was adjourned.