

Program Oversight Committee Meeting Minutes

January 19, 2023

9:00 a.m. – 10:30 a.m.

Zoom Meeting

Members Present: Mike Hesketh, Patricia Williams, Christine Tarquinio, Tamara Cook, Caitlin Blair, Jenny Lampton

Staff: Cindy Read, Michael Gritton, Alicia Pardo, Chris Locke, Angella Wilson, Bailey Preston, Brian Luerman, Dana Moorner, Evelyn Woock, Katie Elliott, Lada Gasparac, Patrick Garvey, Sarah Ehresman, Stacy Roderick, Aleece Smith, Bryan Griffin, Brad Priestley, Tara Ferguson, Jaime Disney, Darrius Brooks

Contractors/Guests: Kimberly Boyd-Lane, Yvonne Jones, Bria Henson, Renee Walters, Rosell Hamilton, Rena Sharpe, Eric Hicks, Sherry Wade, Ashley Janicki, Lisa Thompson, Sara Dodeci

Welcome and Introductions: *Mike Hesketh*

Chairman Hesketh was delighted to welcome the Program Oversight Committee, staff and guests to the meeting. He also mentioned that the meeting is Cindy Read’s last meeting before she retires, and with a heavy heart, she will truly be missed.

Review & Approve Minutes from November Meeting Minutes - *Mike Hesketh*

A motion to approve the November minutes was made by Caitlin Blair and seconded by Patricia Williams. Jenny Lampton abstained, and the motion passed without opposition.

Executive Director’s Report – *Michael Gritton*

Michael started with his report by announcing Cindy Read’s retirement at KentuckianaWorks as Deputy Director. She has been devoted to the cause for over 12 years, and her hard work can be shown through the quality of the program designs, increased funding, and contracts that are invisible to the customer. From a staff perspective, Michael has come to value relentless positivity as the highest quality found in a Deputy. No matter the complexities of this career, Cindy always came into the office with a smile on her face and a relentless optimism to fully serve our community. He thanked Cindy for her service and devotion. She will truly be missed.

Michael announced that he was fortunate to meet briefly with the new Mayor in Washington D.C. at the U.S Conference of Mayor’s Meeting. He pointed out that Josh Williams from the Healthcare CEO Council is planning to present to the KentuckianaWorks Board of Director’s Meeting in February about the city’s big investment of American Rescue Plan (ARP) dollars through that group. He reminded the Committee that KentuckianaWorks was awarded \$2.4 million of ARP funding that Angella Wilson is overseeing that is helping ex-offenders coming out of incarceration to connect to immediate workforce opportunities to prevent going back to the underground economy.

Lastly, Michael stated that Mayor Greenberg’s staff asked for KentuckianaWorks’ 2024 Budget Request the previous Friday, January 13, 2023. KentuckianaWorks requested an additional \$3 million per year. \$2 million of that request is to keep The Spot successful at the level it is at presently, and to establish

another campus location. SummerWorks, KentuckianaBuilds, and CodeLouisville funding requests are also included in the Budget Request. Michael concluded his report and opened the floor for questions.

Chairman Hesketh announced the revision of the KentuckianaWorks' approach to presenting data to the Program Oversight Committee. Michael Gritton explained that instead of having an extensive amount of reports every month, KentuckianaWorks will present the challenges and testimonials of a particular program that need to be addressed. Over time, this new strategy will create pathways to learn more about that particular program, and how the Committee can make a difference. Chairman Hesketh reaffirmed Michael's approach and added that the Committee will be prepared to answer questions and concerns from the Board Members.

Staff Update: Program Review at Six Months – Cindy Read

Cindy stated that as a new practice, KentuckianaWorks will begin providing a progress report on program performance, particularly focusing on areas of concern. In most cases, this would apprise the Committee about concerns that might include program funding or actual program performance, including programs that are not currently on track to meet the goals of the contract. In those cases, the discussion will focus on measures being taken to meet the goals.

Code Louisville and Code Kentucky – Brian Luerman

Brian reported that while both programs are meeting enrollment and graduation goals, the concern with these programs is the soft funding that requires ongoing fundraising each year.

Code Louisville has requested additional funding in the city budget to expand the program into tech-adjacent roles. In addition, KentuckianaWorks is finalizing the details on a one-time \$200,000 allocation that came from the Future of Work Initiative. Brian hired an individual to help oversee this for the next 18 months.

Code Kentucky will be requesting Year 3 funding from the Governor's Discretionary Fund, including an expansion to the Bluegrass/Lexington region. Brian concluded that due to the decline in the rate of completion of both programs, they will be planning a redesign of the program curriculum. Combining the programs, 491 individuals started training in January of this year.

Temporary Assistance for Needy Families (TANF): Power of Work – Cindy Read

Cindy introduced Eric Hicks, the program manager of Power of Work, and Tara Ferguson the Workforce Development Coordinator for KentuckianaWorks who is reporting to Angella Wilson. They will be overseeing this program subsequent to Cindy's Retirement.

Cindy reported that KentuckianaWorks received a steady flow of referrals from the state. However, many of the customers are not showing up. As a result, this program is not achieving the employment that we normally see. Eric Hicks reaffirmed this and pointed out that several strategies are being pursued to increase foot traffic and customer engagement.

The Spot: Young Adult Opportunity Campus – Lada Gasparac

Lada reported that The Spot is exceeding its enrollment goals in Louisville, but there are a few program concerns that she addressed to the Committee at six months.

- Service delivery is currently not coinciding with data entry. Goodwill has put data quality review and improvement measures on grants with a deadline of 3/31/2023. Lada displayed [The Spot Infographic](#) which was sent to the Committee Members at the conclusion of the meeting.
- KentuckianaWorks has worked to increase the number of GEDs/High School Diplomas obtained, but we're not seeing the GED numbers improve despite our best efforts. So, we are now exploring other options to create a more hands-on environment for the students to thrive. This does require additional funding for tutoring by a selected individual or individuals.
- The Spot is fully funded with current capacity standards to June 2022. In the past few years, The Spot has been able to access carryover funds due to under-enrollment at the time of the pandemic. Due to all funds being spent, Lada estimated that an additional \$500,000 will be needed next year in order to maintain the current programming/capacity of participants from the last two years.

KentuckianaWorks College Access Center (KCAC) – Darrius Brooks

Darrius reported that college enrollment is down nationwide due to the pandemic and other factors, which have caused the number of adult clients KentuckianaWorks served in the past to decrease. KCAC has developed several strategies to address the reduction in customers and has launched a small-dollar marketing campaign to get the word out about their services for adults 18 and older.

Staff Recommendation: Request to bid One Stop Operator contract per WIOA Regulations – Angella Wilson

Angella explained that the Workforce Innovation and Opportunity Act (WIOA) requires the One Stop Operator (OSO) provider contract to be competitively procured every four years. The OSO contract was last procured in 2019 and is currently in its last year of four renewable one-year contracts. KentuckianaWorks requests approval to issue a request for proposal (RFP) for the OSO contract for the 2023-2024 program year.

KentuckianaWorks requests approval to issue a Request for Proposal in February 2023 to procure the One Stop Operator contract in an amount not to exceed the current funding level of \$220,000 per year. A motion to approve this recommendation was made by Jennifer Lampton and seconded by Caitlin Blair, and the motion was passed without opposition.

Staff Update: Communications Department Strategic Support of Programs and Organization Mission – Patrick Garvey and Bailey Preston

Patrick and Bailey introduced themselves to the Committee in detail. Patrick started with their [Communications and Marketing Presentation](#). Bailey went into further discussion on the Program Collateral and various materials they provide for the programs, as well as media and events. The presentation was sent out to the Committee Members at the conclusion of the meeting.

Staff Update: Monitoring – Jaime Disney

Jaime explained the background and stated that at this time, there are no active or outstanding actions due to the funder/external monitoring. The most recently completed WIOA monitoring conducted by the Education and Workforce Development Cabinet resulted in no financial findings or observations and six program findings, all of which were successfully resolved. She concluded and opened the floor for discussion.

Adjourn - Mike Hesketh

Chairman Hesketh thanked everyone for participating. The Program Oversight Committee will be meeting on February 16, 2023, at 9 am. With there being no further discussion, the meeting was adjourned.