

**Program Oversight Committee Meeting**  
**Friday, May 21, 2021**  
**9:00 a.m. – 10:30 a.m.**  
**Zoom Meeting**

**Members Present:** Christine Tarquinio, Jenny Lampton, Lisa Thompson (proxy for Sadiqa Reynolds), Mike Hesketh, Patricia Williams, Valorie Hughes

**Staff:** Aleece Smith, Angella Wilson, Bailey Preston, Brian Luerman, Christopher Locke, Cindy Read, Liz Davis-Terhune, Joi McAtee, Katie Elliott, Lori Hiser, Mary Rosenthal, Michael Gritton, Patrick Garvey, Regina Phillips, Sarah Ehresman, Stacy Roderick, Tobin Williamson

**Contractors/Guests:** Angela Wells-Vereb, Ashley Janicki, Betty Fox, Dee Creech, Demitra Suazo, Eric Hicks, Jennifer Welch, Kimberly Boyd-Lane, Linda Witt, Marsha Berry, Martha Stephenson, Dr. Nickie Cobb, Regan Wann, Renee Walters, Sara Dodeci

**Welcome and Introductions – *Mike Hesketh & Cindy Read***

Ms. Read welcomed Dr. Nickie Cobb and Dee Creech from JCTC as meeting guests. Mr. Hesketh then cited appreciation for the program reports and the various people who write them. He also expressed optimism about vaccines and the potential for in-person meetings soon.

**Review & Approve Minutes from April 16, 2021 Meeting – *Mike Hesketh***

A motion to approve the April meeting minutes was made by Ms. Hughes and seconded by Ms. Thompson. All Members were in favor, with none opposed.

**Staff Recommendation: Selection of Provider for Career Services for Disconnected & Re-entry Youth – *Cindy Read***

Ms. Read explained this process involved a long time and a lot of care. KentuckianaWorks had never bid out the re-entry component, it had been tucked in under the main WIOA youth services contract. This was one of the harder RFPs to apply for, so she saluted everyone who applied. There was a lot of feedback about the need for integrated mental health services in the program. Additionally, to further complicate matters, KentuckianaWorks was operating two federal grants (Compass Rose and the HUD youth homelessness demonstration program) that were part of the program. When the RFP was brought to the POC in Feb, it was estimated to be for \$1,155,000. However, after more budget analysis and additional funding being secured, it actually went out for \$1,285,000. There were ultimately three applicants: Father Maloney’s Boys & Girls Haven (just for “Option A”); Goodwill Industries of Kentucky; and Jefferson County Public Schools’ Adult & Continuing Education. A team of three (Mr. Hesketh, Ms. Lampton, Ms. Williams) read the proposals, scored them on Bonfire, and interviewed the applicants on May 5<sup>th</sup>. After this process, Goodwill had the highest scores on both options. Thus, the committee recommended Goodwill be awarded both contracts. This will be quite a big change in the system and was a very difficult decision. A couple of things about Goodwill’s proposal stood out:

- Goodwill proposed Maryhurst as their mental health partner;
- they proposed operating out of the current KYCC on 4<sup>th</sup> Street;

- they proposed they also be at the NIA Center and at their own facility on East Broadway;
- they had a very strong partnership with YMCA Safe Place (who works with homeless and challenged youth) and the regular YMCA for younger participants;
- they had a lot of community partners;
- they leveraged being part of the Office of Youth Development;
- they cited their Cars to Work program, and
- they leveraged their system of assessing where people are on a certain trajectory;
- they have a work readiness program and a soft skills academy they would use.

Ms. Read told the Members they could see in the memo where the committee identified why they thought this change should be the plan, why Goodwill should win the contract. Goodwill talked about strategic focus, their experience, their meeting and exceeding goals in the regional youth programs. The committee felt Goodwill was really focused on workforce development and serving the underserved, which was ideally suited for the program.

Mr. Hesketh said all three proposals were very good. The incumbent (JCPS) had a very strong proposal, and it was a very tough decision. The community was fortunate to have multiple good proposals. Ms. Williams echoed Mr. Hesketh's sentiments, adding she was impressed by all the labor and thought that went into the proposals, by phenomenal institutions. To her, it was Goodwill's expertise and demonstrated organizational capacity that put them over the edge. Ms. Lampton agreed it was a hard decision, and cited Goodwill's longstanding success record of working with people with barriers. She particularly liked the mental health component and the overall holistic view of services provided in Goodwill's proposal.

The recommendation was to enter into negotiations with Goodwill Industries to serve as the Jefferson County provider for youth career services through two contracts (Disconnected and Homeless Youth at \$730,000, youth involved with criminal justice at \$55,000), to begin on July 1, 2021 and end June 30, 2022, followed by four renewal one-year terms. There were no Members opposed to the recommendation. Mr. Hesketh congratulated Goodwill and gave thanks to JCPS, with appreciation to all for the hard work.

**Staff Recommendation: Selection of Provider for Construction Program – Angella Wilson**

Over the past couple of months, KentuckianaWorks has been reviewing RFPs for selection of a service provider for the pipeline known as KentuckianaBuilds. There were two proposals: the SOCAL Pre-Apprenticeship Program and the Louisville Urban League. The committee has recommended the Urban League on a contract not to exceed \$380,000. KentuckianaWorks staff worked through Metro's Purchasing Department, with assistance from Kim Henry. The RFP opened on Friday, April 9. 950 unique emails were notified of this opportunity, casting a wide net. A week later (April 16), a bidder's conference provided an opportunity to ask questions and gain clarification about the process. One organization (the Urban League) attended. It was recorded and placed on Bonfire for people to review at a later time, ensuring access for all. The deadline to submit a proposal was Friday, May 7, and oral interviews were held on Friday, May 14. Committee members attending the interviews were Mr. Hesketh and Ms. Hughes. The scoring results could be found on page 2 of the included memo. There were 110 points available in categories such as organizational capacity, demonstrated success, staffing plan, strategic plan, commitment to diversity, scope of work, and budget narrative. The Urban League earned 100 points, and the So-Cal Pre-Apprenticeship Program earned a little under 69 points.

Ms. Hughes thought the Urban League's past experience and contract management really demonstrated leadership and proven adaptation to the COVID-19 pandemic while continuing to be flexible to the needs of their current workforce. She said it was fun to learn about So-Cal's organization and desire to expand their reach. Mr. Hesketh echoed those thoughts, saying KentuckianaWorks was very fortunate to have the Urban League running such a strong program.

Ms. Wilson thus requested approval to enter contract negotiations with the Urban League to be the service provider for the Kentuckiana Builds program for a contract not to exceed \$380,000 running from July 1, 2021-June 30, 2022, followed by four renewable one-year options. A motion to approve the recommendation was made by Ms. Lampton and seconded by Ms. Williams. It passed with none opposed, and Ms. Thompson abstaining from the vote.

**Staff Recommendation: Certification of the NIA Center as the Comprehensive Center for the KentuckianaWorks Region – Angella Wilson**

The NIA Center's certification process has been ongoing for the past couple of months. Centers are required to be certified under WIOA, with details handled by the Kentucky Workforce Innovation Board. Accountability is key. The current comprehensive center, Cedar, was certified in both 2015 and 2018. Ms. Wilson's recommendation was the approval of certification for the NIA Center. There were several levels to the process, and it takes a lot of teamwork to get it done. The first step was completion of a 14-page application, which was overseen by the One-Stop Operator and the team at NIA. The application has three core areas: jobseekers, employers & business services, and center management. Next is an on-site review by the state's ADA coordinator, Jennifer Hicks; this was scheduled for March 3 and again, this step was overseen by the One-Stop Operator. Recommendations were then submitted to the NIA Center's building manager. No other follow-up was requested. Five community members joined staff in the certification process: Kimberly Boyd-Lane (Goodwill), Anna Larson (SkillsU), Ra'Shann Martin (YouthBuild), Christine Tarquinio (GLI), and Cheakita Webster (Walgreens). After reviewing the application and ADA information, they did an on-site review at the NIA Center and talked with the staff on Friday, May 7. Ms. Wilson said asking for POC approval was the next step, then asking the Board, then submitting the application to the KWIB. Ms. Wilson recommended approving certification of the NIA Center as the region's comprehensive center for three years.

Ms. Lampton asked about ADA evaluation and their recommended upgrades/corrections, specifically if they had been completed or if there was a timeframe for completion. Ms. Wilson said the only thing was the wrapping of the piping, and a service order had been put in for it. Ms. Lampton asked if there were any timeframes given, and Ms. Wilson said the target date was June 1. Ms. Wann added Ms. Hicks stated once her review was done, it was in the hands of the landlord, so either she (Ms. Wann) or Ms. Wilson would be the best contact. Ms. Read said Ms. Wilson referenced the lengthy application; a summary of it could be found in the meeting packet, but the full application could be provided to anyone interested in getting a copy. Mr. Hesketh asked why Walgreens was included on the evaluation team; Ms. Wilson explained the KWIB team had to meet certain criteria, with one of them the inclusion of business partners. Ms. Webster used to work for LanTech and has been involved with the Kentucky Career Centers, so it was a great chance for KentuckianaWorks to reconnect with her. She and the NIA Center's Operations Manager (Zakiyyah Raymore) were in discussions about a recruiting event. Mr. Hesketh then asked if there were any long-term concerns or plans, to which Ms. Wilson said

mainly the focus was on operations; she did not foresee any other challenges. She was particularly excited about the new location in West Louisville and bringing more partners there.

Ms. Hughes made a motion to approve the recommendation, which Ms. Thompson seconded. The motion passed with none opposed.

### **Director's Report – Michael Gritton**

Mr. Gritton had to leave at 10am for the monthly Kentucky WIB Directors Meeting, so the Director's Report was moved up in the original agenda. He thanked POC members and review team members for all their work done in the procurement process. KentuckianaWorks has so much deep respect for JCPS, and also fantastic relationships with Goodwill; he compared it to a fantastic sporting event where one team just unfortunately had to lose even though both deserve the win. The whole RFP process is a lesson in federalism.

To answer a question about the NIA Center, there were a couple of concerns: the building is smaller, older, and kind of clunky. However, NIA does not have the stigma of being the unemployment office like Cedar does. Going back to federalism: Congress has a totally separate law about running the unemployment insurance system, and the people who run it are required to be state employees KentuckianaWorks has no control over. KentuckianaWorks has asked the people who run that system to have a person at the NIA Center, but we cannot control if they do.

The one key item Mr. Gritton wanted to make sure he mentioned – the annual budget for KentuckianaWorks next year looks like it will be about \$13m. WIOA (the core funding stream for KentuckianaWorks) is shrinking. The two-million-dollar WIOA cuts in just over six years have real effects, especially on the youth career center (where we have already had to make staff cuts) and on job training scholarships. KentuckianaWorks hopes the American Rescue Plan money can help, and have asked the mayor for \$32m of that. Specifically, we asked for \$5m year over the next three years for job training scholarships (though this makes our contractors nervous). We asked for \$5 for supportive services, such as new transportation experiments. Our friends at Goodwill have Cars for Work, but many of our construction pipeline graduates have such a varied location issue. Mr. Gritton met with new TARC director (Carrie Butler) last week, and she seemed really interested in partnering with us as a transportation solutions provider. We also asked for \$3m over 3 years for four special populations: 1) opportunity youth; 2) immigrants and refugees; 3) re-entry workers, and 4) the homeless. All of this was to say there may be more work coming to the POC if KentuckianaWorks is awarded this money. Mr. Gritton closed his remarks by thanking the POC for all for their work in helping to transform individual lives.

### **Staff Recommendation: Approval of Training Policy Waiver for JCTC Linemen Program** – *Cindy Read*

For background, the memo included in the meeting packet cited a framework the POC developed in 2017. KentuckianaWorks realized we needed to have criteria about when policies were brought to the committee, and the framework mentions things like budget, strategy, participants, significant departures, and waiver requirements. What Ms. Read was talking about here was a policy exception for training policy that was updated a couple of years ago to spend \$4,100 of WIOA funds on supportive services. Participants eligible for this funding must make \$18/hour or less. Back in February, Mr. Rodriguez partnered with Dr. Cobb and a group of employers in the

utility industry who had workers retiring and an underrepresentation of minorities. They put together a proposal for DOL money administered by the Workforce Cabinet, statewide reserve funds that regional workforce boards can apply for. A group of familiar utility companies – LG&E, Duke Energy, the rural electric cooperative, etc. – signed on as part of the proposal. JCTC put this program together at a rate of \$8,200 per person. Dr. Cobb explained the program was designed to be held on Monday-Thursday for eight weeks. Participants learn how to climb poles, how to do pole-top rescues, how to operate bucket trucks, etc. Ms. Read explained the state approved the program at the amount of \$8,200 per participant in April. KentuckianaWorks then started figuring out how to operate it; we want to be engaged, help recruit through the NIA Center, etc. KentuckianaWorks has an administrative system set up already for administering supportive services vouchers. The system can be a bit bureaucratic, and it will not let us issue a voucher for more than \$4,100 per the old policy. The NIA team has orders not to hold up anything for JCTC, but they also want to make sure they are doing everything correctly and by the book. Therefore, we need to have an exception and create a special bucket of money for this specific program to issue more than \$4,100 (“operational skills training” policy) and to adjust the hourly earnings requirement (“wage guideline for training access” policy).

Ms. Thompson asked if there was ceiling for wages beyond \$18; Ms. Read said this was a good question. KentuckianaWorks will recruit people for this program (along with JCTC). Applicants have to be accepted into the program by Dr. Cobb and Ms. Creech, so KentuckianaWorks would have a conversation with them about this issue. The state’s program does not list a wage limit. Ms. Thompson then asked how to ensure underrepresented individuals would be intentionally targeted, and what the plans were for that; Ms. Thompson would like to see an actual target number, success as a percentage. Ms. Read said the scholarships would be held for 34 people over the next two years. Dr. Cobb said they have already started reaching out to partners for recruitment purposes. JCTC was full for the first year and planning on running four cohorts at a time with 16 participants per cohort, but spots have been held for underrepresented students. Dr. Cobb said that without the scholarship, JCTC was already seeing issues about ensuring diversity.

Ms. Williams made a motion to approve the recommendation, and Ms. Lampton provided the second. The motion passed with none opposed.

**Staff Recommendation: Request to Issue Request for Proposal for Managed Services for Launchpad – Cindy Read**

Ms. Read explained how before RFPs are issue, the POC must approve since it involves the spending of money and awarding of contracts. The state’s required data system of record for WIOA programs is KEE Suite. Other programs funded by private grants or the city (Reimage, Code Louisville, etc.) have a different system called Client Track. Staff realized Client Track was being phased out, and ended the contract with At Works Solutions, who also took care of the organization’s computers out the field (KentuckianaWorks actually hired their employee Bryan Griffin to join the KentuckianaWorks staff). KentuckianaWorks has extended the contract a couple of times to make the transition from Client Track to Launchpad. We have been working with Launchpad since October to develop the new system. It has been hard to do, but will roll out for the new program year of July 1. Staff have debated over the past few months how we need an admin person to run this Salesforce platform. There are companies that provide managed services paid hourly for things like reprogramming, texting, data migration, or customization. All

that being said, Ms. Read was asking the POC for approval to issue an RFP to go out next week, lasting up for two weeks. Companies will give an hourly rate; staff would select from there, but there is a general amount in mind and it has been plugged into staff budgets. Basically, the RFP was to procure an IT Managed Services provider with a price not pre-determined in order to receive competitive bids on pricing.

Ms. Lampton asked what the new platform would be tracking in terms of data and outcomes; Ms. Read said it was pretty much the same things tracked in KEE Suite (participant enrollment, grant funds spent, etc.) with the ability to pull reports to see how the programs were doing. Ms. Ehresman said the platform would align with the Board's push to collect more data and research on program participants, explaining staff do not have a case management system for non-state funded grants without this program. The system would, therefore, allow staff to look at data and outcomes. Ms. Thompson said she hoped there would be some input from people/organizations that manage multiple data platforms in order to reduce redundancy and improve efficiency; Ms. Read said the reason staff went with the Salesforce system was the dream the data systems could someday be linked somehow. KentuckianaWorks' LMI team was very involved with this, thinking about consistency over all our programs, getting data, etc. There will also be program end-user testing on June 1, and it is hoped we will learn a lot more then. The people who have played around with it so far have said it seems good. Mr. Hesketh pointed out how some of the funding for this contract will come from programs such as Reimage, Compass Rose, Code Louisville, etc. and wanted to make sure the programs were aware of this; Ms. Read said yes, it's just shifting money around for distributing the type of services that were already being provided.

A motion to approve the recommendation was made by Ms. Thompson and seconded by Ms. Tarquinio. The motion passed with none opposed.

### **Adjourn**

Ms. Read mentioned the next POC meeting was tentatively scheduled for THURSDAY, June 17, 2021 at 9:00 a.m., as Friday, June 18 is now a Metro holiday (for the observation of Juneteenth). Mr. Hesketh has a conflict at this time, though, so Ms. Read would be sending out a new poll.