



**EKCEP Board of Directors
Meeting Minutes
December 14, 2023**

Attendees:

EKCEP BOD Members

Albey Brock
Bishop Johnson
Mark McKenzie – Proxy Judy Daniel
Becky Walker – Proxy Bridget James
Rodney Chrisman
Christine Gregory
Connie Barnes
Greg Motley
Carl Tolliver – Proxy Bonnie Conn
Gilbert Holland – Vice Chair
Hubert Herald
Raymond Banks – Proxy Amber Teverbaugh
Jamie Brunk – Proxy Angie Elliott
Judy Roark – Proxy David Carroll
Dan Mosley – Proxy Colby Kirk
Derek Jorge Campbell
Walter Nixon
Phyllis Lawson
Susan Dunaway
Terry Adams
Steve Silcox

Absent BOD Members

Craig Hamilton Polly Arnold Tommy Harmon
Luther Blanton Steve Mays Jack Miniard

Guests

Ricky Baker Mike Fine
JoAnn Nolan Valrey Easterling Donna Pace Ali Hill Mona Whitaker
Alex Barnett Jill Blevins Beth Spencer

EKCEP Staff

Rebecca Miller
Melissa Williams
Michele Whitlock
Sharon Poff
Tonya Collins
Bridget Back
Tesa Turner
Lisa Meade
Theresa Noble
Cris Ritchie
Travis Winkler
Michele Feltner
Dottie Nolan
Crissy Sexton
Vanessa Collier
Christina Sowders
Bobbie Eldridge

Minutes

The Eastern Kentucky Board of Directors (EKCEP BOD) held its quarterly meeting on December 14, 2023 at 10:30 a.m. The hybrid meeting was held at 412 Roy Campbell Drive Hazard, Ky or via Zoom (if requested).

Welcome, Roll Call and Introduction of Guests

EKCEP BOD 's Vice Chair, Gilbert Holland called the meeting to order. The roll call resulted in 21 BOD members being in attendance.

Minutes Approval

Gilbert Holland asked for an approval of the September 14, 2023 minutes. Connie Barnes made the motion to approve. Walter Nixon seconded the motion. All voted in favor, none opposed. The motion carried

New EKCEP Board Member Introduction

Gilbert Holland introduced Greg Motley and Derek Jorge Campbell as new EKCEP BOD members.

WIB Member Approval

Rebecca Miller, EKCEP Executive Director, told the attendees that Jeff Johnson will become a member of the EKWIB. He was nominated by Vic Adams to represent small business.

Executive Committee Appointment

Gilbert Holland appointed Albey Brock as a member of the EKCEP Executive Committee. Gilbert Holland asked for a motion. Terry Adams made the motion to place Albey Brock on the EKCEP Executive Committee. Bishop Johnson seconded the motion. All voted in favor, none opposed. The motion carried.

Executive Committee Action – November 6, 2023

Gilbert Holland informed the EKCEP BOD members of an Executive Committee meeting. The purpose of the meeting was to ask for approval of a one-time pay adjustment for EKCEP employees. Gilbert Holland asked for a motion to approve. Connie Barnes made the motion to approve. Phyllis Lawson seconded the motion. All voted in favor, none opposed. The motion carried.

Conflict of Interest

Mike Fine presented a Conflict of Interest Policy for the EKCEP BOD. Each EKCEP BOD member was asked to review the policy and sign the Annual Statement and to complete the Annual Conflict of Interest Disclosure Questionnaire. Gilbert Holland asked for a motion to approve the Conflict of Interest Policy as presented. Connie Barnes made the motion to approve. Walter Nixon seconded the motion. All voted in favor, none opposed. The motion carried.

Employee Evaluation and Pay Adjustment Policy Change

Rebecca Miller discussed the employee pay adjustment policy change. A copy of the policy was provided to each BOD member prior to the meeting. Gilbert Holland asked for a motion to approve the compensation and pay practices as discussed and as amended with the consistent wording of “increase” instead of “adjustment” and to keep the \$5,000 cap. Rodney Chrisman made the motion to approve. Connie Barnes seconded the motion. One nay and all others voted in favor. The motion carried.

October 2023 State Plan Meeting

Rebecca Miller discussed the State Plan Meeting and asked all BOD members to review the information that was included in the board meeting packet.

EKCEP Staff Reports

Tesa Turner, Special Populations Project Manager, provided an update on the SITE program.

Tonya Collins, EKCEP Finance Director, provided an update on EKCEP budget.

Bridget Back, EKCEP Deputy Director, provided an update on FLOOD, First Quarter WIOA reports, and Professional Development Activities.

Melissa Williams, EKCEP Business Services Director, provided an update on Business Services.

Michele Whitlock, EKCEP Internal Auditor, provide an update on the activity on the Board Portal.

Economic Development & Workforce Investment Interim Joint Committee

Rebecca Miller briefly discussed one of the committee’s focus would be to assist in-school youth. This committee will be comprised of all ten workforce boards across the state of Ky.

Board Retreat

Rebecca Miller reminded all EKCEP BOD members of the retreat in January 2024. This retreat will include the EKCEP BOD and the EKWIB members.

Adjournment

Gilbert Holland asked for a motion to adjourn the meeting. Phyllis Lawson made the motion to adjourn the meeting. Walter Nixon seconded the motion. All voted in favor and none opposed. Meeting adjourned.