



Eastern Kentucky Concentrated Employment Program, Inc. Board of Directors
Meeting Minutes
September 14, 2021

Attendees

EKCEP BOD's Members

John E. Pennington - Chairman
Terry Adams
Tim Bingham
Shane Gabbard
Bishop Johnson
Walter Nixon
Rick King
Jamie Brunk
Tim Bobrowski
Gilbert Holland
Luther Blanton
Mark McKenzie
Judy Roark
Chuck Caudill

EKCEP Staff

Jeff Whitehead – Executive Director
Ian Mooers
Travis Winkler
Trish Adams
Sharon Poff
Owen Grise
Tonya Collins
Michael Cornett
Bridget Back
Kimberly Albright
Melissa Quillen
Ernie Weems
Cris Ritchie

GUESTS

Beth Spencer	Becky Miller
Bonnie Conn	Donna Pace
Allison Brown	David Carroll
Mona Whitaker	Robin Gabbard
Mike Buckles	Darlene Cantrell
Alex Barnett	Roger Kobel

Minutes

The Eastern Kentucky CEP Board of Directors held its quarterly meeting on September 14, 2021 via Zoom.

John E. Pennington, Chairman of the EKCEP BOD's called the meeting to order. John E. Pennington asked for the roll call. The initial roll call did not result in a quorum and the meeting would be for informational purposes only. Shortly after the meeting began, a quorum was obtained and the meeting began.

PY 21 Budget Presentation, Financial Report, and Programmatic Review

Tonya Collins, EKCEP's Director of Finance and Jeff Whitehead, EKCEP's Executive Director discussed the categories of the budget cost and what is included in each category.

The categories discussed were Contracted Career Services; Training; Supportive Services/Needs-Based Payments; EKCEP Employer Engagement & Digital Economy; Opioid Recovery Initiatives (SITE and eKART); Prosper Appalachia/Berea; Program Support Staff; and Administration.

Michael Cornett, EKCEP's Deputy Director for Employer Engagement and Program Operations, discussed the One Up internship pilot and the success.

At this point a quorum was declared by John E. Pennington – Chairman

John E. Pennington asked for a motion to approve the minutes of the June 8, 2021 EKCEP board meeting. The minutes had previously been electronically distributed to the members.

Tim Bingham made a motion to approve the minutes as distributed. The motion was seconded by Terry Adams. All voted in favor, none opposed.

Approval of EKWIB Nomination & Replacement

Trish Adams, EKCEP's Agency Ambassador, Boards and Liaison stated the EKWIB currently has two board positions open. Keila Miller with KCTCS nominated Lois "Diana" Jarboe to be reinstated and Janet Slayden with Skills U nominated Anna M. Larson.

John E. Pennington asked for a motion to approve. Tim Bobrowski made the motion to approve the two nominated persons. The motion was seconded by Chuck Caudill. All voted in favor, none opposed. The motion carried.

Tim Bobrowski asked for the address of the person from KCTCS. Trish Adams provided that information.

PY 21 Budget Presentation, Financial Report, and Programmatic Review - continued

Tonya Collins continued discussing the budget. Discussion began with Supportive Services/Needs-Based Payments.

David Carroll, Executive Director for Northeast Ky CAA, asked if all staff members would be required to get vaccinated. David Carroll said they had received directive from Atlanta that the Head Start Staff would be required to follow the guidelines since their funding is direct federal funding. Jeff Whitehead stated, as of the date of this meeting, we have not received any notification of vaccination requirements.

Tonya Collins continued the EKCEP Budget update by discussing Employer Engagement & Digital Economy. Jeff Whitehead said we have a lot of priority work going on and this Team engages with Businesses in our region. Jeff Whitehead discussed the digital economy, Teleworks USA and our remote partners.

Tonya Collins continued with an update of the Opioid Recovery initiatives budget.

Jamie Brunk asked the question, when do participants begin in this program? Owen Grise, EKCEP's Senior Deputy Director for Administrative Support, Special Projects and Target Groups said the majority of the clients come from residential recovery centers. Jeff Whitehead said we are also working with some drug courts as well. Jamie Brunk asked how do these individuals learn about and access these programs? Jeff Whitehead said we connect with the drug court as a referral process and then connect to the treatment providers. We do not work with active addiction individuals. Jeff Whitehead said the SITE program and eKART have Success Coaches that work with individuals to help them stay employed. The Success Coaches also work with the employers. Jeff Whitehead discussed the Employer Resource Network and its function.

Tonya Collins continued with an update on Prosper Appalachia/Berea budget information.

Jeff Whitehead reminded the board members to look at the packet that had been emailed earlier and to review the flyer on Prosper Appalachia.

Tonya Collins continued with Program Support Staff information.

Tonya Collins continued with Administration information.

Eastern Kentucky Demographic Analysis

Bridget Back, EKCEP's Deputy Director for Operational Effectiveness, Grant Acquisition, Reporting and Review discussed the Kentucky Center for Statistics website. A video was shown to the attendees.

Meeting Adjourned

Chairman John E. Pennington asked for other business. With no other business to discuss, John E. Pennington asked for a motion to adjourn. Shane Gabbard made the motion and Chuck Caudill seconded the motion. The meeting adjourned.