



**EKCEP Board of Directors
Meeting Minutes
March 13, 2024**

Attendees:

EKCEP BOD Members

Albey Brock – Vice Chair
Bishop Johnson – Proxy Kayleigh Straup
Mark McKenzie
Becky Walker – Proxy Bridget James
Rodney Chrisman – Proxy Mona Whitaker
Christine Gregory
Connie Barnes
Greg Motley
Carl Tolliver – Proxy Bonnie Conn
Gilbert Holland – Chair
Hubert Herald – Proxy Ashlee Little
Raymond Banks – Proxy Nancy Baker
Jamie Brunk
Judy Roark – Proxy David Carroll
Dan Mosley
Derek Jorge Campbell
Walter Nixon
Phyllis Lawson – Proxy Martina Roe
Susan Dunaway
Terry Adams
Steve Silcox
Tommy Harmon – Proxy Robin Whitaker
Luther Blanton
Jack Miniard
Mike Howell
Dean Hall

Absent BOD Members

Steve Mays

Guests

Mike Fine Brian Fields Allison Brown Gregory Caudill Wanda Thacker
Angie Elliott Valrey Easterling Larissa Gilreath Jill Blevins

EKCEP Staff

Rebecca Miller
Travis Winkler
Michele Whitlock
Sharon Poff
Tonya Collins
Bridget Back
Tesa Turner
Cris Ritchie
Dottie Nolan

Minutes

The Eastern Kentucky Board of Directors (EKCEP BOD) held its quarterly meeting on March 13, 2024 at 10:30 a.m. The virtual meeting was conducted via Zoom.

Welcome, Roll Call and Introduction of New BOD Members

EKCEP BOD 's Chair, Gilbert Holland called the meeting to order. All members were reminded to have their cameras on during the roll call and during voting. Mr. Holland introduced Mike Howell and Dean Hall as new members of the EKCEP BOD. The roll call resulted in 26 BOD members being in attendance.

Minutes Approval

Gilbert Holland asked for a motion to approve the minutes of the December 14, 2023 meeting. Connie Barnes made the motion to approve. Albey Brock seconded the motion. All voted in favor, none opposed. The motion carried.

Gilbert Holland asked for a motion to approve the March 6, 2024 Audit Committee minutes. Steve Silcox made the motion to approve. Jamie Brunk seconded the motion. All voted in favor, none opposed. The motion carried.

EKWIB New Member Appointment

Gilbert Holland asked for a motion to appoint Raymond Banks to the EKWIB. Albey Brock made the motion to approve. Monia Whitaker seconded the motion. All voted in favor, none opposed. The motion carried.

Gilbert Holland asked for a motion to appoint Brandon Smith to the EKWIB. Jack Miniard made the motion to approve. Steve Silcox seconded the motion. All voted in favor, none opposed. The motion carried.

Gilbert Holland asked for a motion to appoint Bruce Carpenter to the EKWIB. Dan Mosley made the motion to approve. Monia Whitaker seconded the motion. All voted in favor, none opposed. The motion carried.

Gilbert Holland asked for a motion to appoint Jennifer Lindon to the EKWIB. Albey Brock made the motion to approve. Christina Gregory seconded the motion. All voted in favor, none opposed. The motion carried.

Gilbert Holland asked for a motion to appoint Dennis Messer to the EKWIB. Steve Silcox made the motion to approve. Connie Barnes seconded the motion. All voted in favor, none opposed. The motion carried.

Board Committees

Gilbert Holland informed the board of the nominations for various EKCEP BOD Committees. The first committee would be the Executive Committee. Mike Howell and Walter Nixon have been appointed to this committee. Gilbert Holland asked the group if any other members were interested in being on this committee. With no other members interested, Gilbert Holland asked for a motion to appoint Mike Howell and Walter Nixon to the Executive Committee. Robin Whitaker made the motion to place Mike Howell and Walter Nixon on the Executive Committee. Connie Barnes seconded the motion. All voted in favor, none opposed. The motion carried.

Gilbert Holland stated the EKCEP BOD Audit Committee had one opening. Susan Dunaway was nominated for the position. Gilbert Holland asked if anyone else was interested in being on the Audit Committee. With no other members interested, Gilbert Holland asked for a motion. Connie Barnes made the motion to place Susan Dunaway on the Audit Committee. Jamie Brunk seconded the motion. All voted in favor, none opposed. The motion carried.

Gilbert Holland stated the EKCEP BOD Finance Committee had three openings. Three BOD members were proposed to be on the Finance Committee, Hubert Herald, Rodney Chrisman, and Steve Silcox. Gilbert Holland asked if anyone else was interested in being on the Finance Committee. With no other members interested, Gilbert Holland asked for a motion. Robin Whitaker made the motion to place Hubert Herald, Rodney Chrisman and Steve Silcox on the Finance Committee. Connie Barnes seconded the motion. All voted in favor, none opposed. The motion carried.

Mike Fine discussed a follow-up item from the January 2024 Board Retreat. Deputy Secretary Brinley suggested the Partnership Agreement be reviewed and updated every 5 to 7 years. A Joint Partnership Agreement Committee will be formed. The committee will consist of four EKCEP BOD members and four EKWIB members, as well as an individual from EKCEP. Mike Fine asked any BOD member who is interested in serving on the committee to submit your interest via email to Michele Whitlock.

EKCEP Finance – Approval of 2022-2023 Audit

Gregory Caudill from Caudill and Associates conducted the 2022-2023 audit for EKCEP. A link was provided to each BOD member via the agenda to view the entire audit. Gregory Caudill discussed, in detail, the results of the audit. Gregory Caudill said there were no audit findings, and it was a “clean” audit. Albey Brock made the motion to approve. Robin Whitaker seconded the motion. All voted in favor, none opposed. The motion carried.

Tonya Collins, EKCEP’s Director of Finance provided a second quarter finance performance update. Michele Whitlock, EKCEP’s Internal Auditor provided an update on the process of EKCEP’s new financial policies.

EKCEP Program Overview

Bridget Back, EKCEP’s Deputy Director discussed EKCEP’s 2nd Quarter Performance. Tesa Turner, EKCEP Special Population Project Manager, discussed the Barrier Relief Program.

Board Overview

Rebecca Miller, EKCEP’s Executive Director discussed the January 2024 Board Retreat survey. Michele Whitlock discussed the Board Portal updated information. Rebecca Miller reminded BOD members to complete the Conflict of Interest form and return to Sharon Poff at EKCEP.

Closed Session

Gilbert Holland informed the attendees of the need for a closed session. EKCEP BOD members and proxies continued with the meeting, all others logged off the Zoom. Gilbert Holland asked for a motion for a closed session. Connie Barnes made a motion for a closed session. Albey Brock seconded the motion. All voted in favor, none opposed. The motion carried. Rebecca Miller discussed the reason for the closed session. She is asking for permission from the EKCEP BOD to submit an RFP to provide direct services for TENCO workforce board area. Gilbert Holland asked for a motion to come out of closed session. Mona Whitaker made the motion to come out of closed session. Jack Miniard seconded the motion. All voted in favor, none opposed. The motion carried. The meeting continued according to the agenda. Gilbert Holland asked for a motion to allow EKCEP's Executive Director to proceed with the RFP process as discussed. Albey Brock made the motion. Connie Barnes seconded the motion. All voted in favor, none opposed. The motion carried.

Adjournment

Gilbert Holland asked for a motion to adjourn the meeting. Connie Barnes made the motion to adjourn the meeting. Christina Gregory seconded the motion. All voted in favor, and none opposed. Meeting adjourned.