



**EKCEP Board of Directors
Meeting Minutes
December 10, 2025
10:30 a.m.**

Attendees:

EKCEP BOD Members

Albey Brock – Vice Chair Proxy – Samuel Lawson
Bishop Johnson
Mark McKenzie - Proxy – Judy Daniels
Terry Adams
Rodney Chrisman – Proxy – Monia Whitaker
Christine Gregory
Connie Barnes
Greg Motley
Carl Tolliver – Proxy Bridget James
Gilbert Holland – Chair
Susan Dunaway
Hubert Herald – Proxy Amber Teverbaugh
Raymond Banks
Krystal Chapman
Judy Roark – Proxy Stephanie Kitchen
Tommy Harmon - Proxy Robin Whitaker
Dean Hall – Proxy – Wanda Thacker
Luther Blanton
Mike Howell
Steve Silcox – Proxy - Tina Campbell

EKCEP Staff

Rebecca Miller
Travis Winkler
Jordan Phipps
Sharon Poff
Tonya Collins
Bridget Back
Ethan Phipps
Cris Ritchie
Melissa Williams
Lisa Meade
Jennifer Breeze - Virtual

Absent BOD Members

Derek Jorge Campbell Walter Nixon Steve Mays Becky Walker Jack Miniard Phyllis Lawson
Dan Mosley

Guests

Mike Fine Brian Fields Allison Brown Jenni Hampton JoAnn Nolan
Jill Blevins Valerie Easterly Ali Hill Tawny Hogg Donna Pace Kristy Murphy
Hope Moore Jared McKnight

Minutes

The Eastern Kentucky Board of Directors (EKCEP BOD) held its quarterly meeting on December 10, 2025 at 10:30 a.m. The hybrid meeting was held at 145 Citizens Lane Hazard, Ky or virtual via Zoom, if requested.

Welcome and Roll Call

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 also asked members to state their names as they make a 1st and 2nd motion. The roll call resulted in 20 BOD members being in attendance.

White Paper Presentation

Rebecca Miller, Executive Director, introduced Andrew Bercich of SummitWorX Solutions, LLC to the members via Zoom. Mr. Bercich reviewed the results of the recently completed EKCEP culture survey. A copy of the full presentation was included in the EKWIB packet that had been distributed to all members in advance of the meeting.

Minutes Approval

Gilbert Holland asked for a motion to approve the minutes of the September 10, 2025 meeting. Connie Barnes made the motion to approve. Mike Howell seconded the motion. All voted in favor, none opposed. The motion carried.

The minutes of the Executive Committee meeting held on November 7, 2025, during which the Committee discussed and approved the transition of EKCEP employees to the Kentucky Employees' Health Plan (KEHP), were provided to the full Board of Directors for review.

Approved Vendor List

Rebecca Miller discussed the need to have an approved vendor list. A suggested vendor list was provided to all members prior to the meeting. Connie Barnes made the motion to approve. Christina Gregory seconded the motion. All voted in favor, none opposed. The motion carried.

Conflict of Interest

Rebecca Miller and Mike Fine discussed the annual Conflict of Interest and the importance of reviewing the policy and completing the disclosure form. Sharon Poff, EKCEP H.R. Director will send each virtual BOD member the form to complete.

Recovery and Reentry Department

Rebecca Miller introduced Ethan Phipps to the attendees. Ethan Phipps is the new EKCEP Recovery & Reentry Director. Ethan Phipps discussed some suggested Recovery and Reentry policy updates. The suggested updates related to incarcerated training and to remove all GPRA related language from our policies. Connie Barnes made the motion to approve the policy

updates. Mike Howell seconded the motion. All voted in favor, none opposed. The motion carried.

New LLC Discussion

Rebecca Miller and Mike Fine discussed the request for EKCEP to create a new LLC company that will fall under EKCEP. It will have its own bank account, so it does not mix with any state or federal funding. It will be 100% owned by EKCEP and it will be tax exempt. It will align with EKCEP's mission. The name will be EKCEP Workforce Solutions, LLC. Mike Howell made the motion to approve the creation. Connie Barnes seconded the motion. All voted in favor, none opposed. The motion carried.

Program Updates

- Tonya Collins, EKCEP's Director of Accounting, discussed the first quarter budget and expenditure reports that were included in the board packet.
- Bridget Back, EKCEP Deputy Director, discussed the first quarter performance reports. Bridget Back asked the group to pay particular attention to the fact that the Youth Program is exceeding performance expectations. Prosper Appalachian is State funded money, and we have enrolled over 1,100 youth in the first quarter.
- Cris Ritchie, EKCEP Communications Director, discussed the work of the Communications Department. Cris Ritchie provided an update on current grant applications.
- Travis Winkler, EKCEP IT Director, discussed the work EKCEP is doing using Artificial Intelligence (AI). Travis Winkler also discussed being a member of the KWIB AI Task Force.
- Ethan Phipps, EKCEP's Recovery and Reentry Director provided an update on EKCEP's Recovery and Reentry Department.

Other

- Rebecca Miller recognized and thanked Mona Whitaker for her dedicated years of service to workforce and announced that Ms. Whitaker will be retiring in 2025.
- Rebecca Miller informed the members that a copy of the 2026 meeting schedule was included in the board packet provided to them.

Adjournment

- With no further business to discuss, Chair Holland asked for a motion to adjourn. Connie Barnes made the motion to adjourn. Mike Howell seconded the motion. All voted in favor, none opposed. The motion carried.