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GREEN RIVER WORKFORCE INVESTMENT BOARD Regional Leadership Team

August 24, 2011

M-I-N-U-T-E-S

The Green River Workforce Investment Board (WIB) Regional Leadership Team (RLT) met Wednesday, August 24, 2011, at 9:00 a.m., at the Green River Area Development District (GRADD) office, located at 3860 US Hwy. 60 West, Owensboro, Kentucky. The following persons attended:

MEMBERS PRESENT

Karen Dueker, Office of Employment & Training
Karen Cecil, Rio Tinto Alcan
Pam Cox, Owensboro Medical Health System
Dr. Nick Brake, Greater Owensboro Economic Development
Mike Baker, Hancock County Economic Development
Victor Doty, Career & Technical Education, Henderson County Schools
Lawrence Garrity, Webster County Area Technical Center
Don Howerton, Kentucky Adult Education
Dr. James Klauber, Owensboro Community & Technical College
Kevin Sheilley, Northwest KY Forward
Dr. Gene Tice, Western Kentucky University, Owensboro Campus
Dr. Kris Williams, Henderson Community College
Joanna Davis, Associate Director for Community & Economic Development, GRADD
Tonya Logsdon, Associate Director for Workforce Development, GRADD

MEMBERS ABSENT

Dan Lanham, Green River Intra-County Transit System
Allen Kennedy, Green River WIB
Connie Galloway, City of Henderson
Dave Phillips, Tyson Foods
Kim Humphrey, Union County Economic Development

Bill Markwell, *Chairman* ■ Jody Jenkins, *Vice Chairman* ■ Bill Parrish, *Secretary* ■ Jack McCaslin, *Treasurer* ■ Jiten Shah, *Executive Director*

GUESTS AND STAFF PRESENT

Jodi Rafferty, Program Planner, GRADD
Michelle Drake, Business Service Manager, GRADD
Marcie Vooris, Client Services Manager, GRADD
Peggy Willis, Support Services Technician, GRADD

I. WELCOME & INTRODUCTIONS

Tonya Logsdon welcomed all in attendance, requested RLT members introduce themselves, and introduced GRADD staff.

II. PURPOSE

Tonya Logsdon stated the main purpose of the team is to oversee the development of a Regional Growth Strategy that will encompass education, workforce, and economic development. The result should be regional framework to coordinate and align resources that will bring together qualified, skilled labor with employer job openings. This will position our regional economy in a competitive and sustainable position in the coming years.

III. OUTLINE OF PROJECT SCOPE

Tonya Logsdon presented a project scope with three components: Workforce Analysis, Sector Analysis, and an Action Plan. The team discussed the Green River Preliminary Target Industries report provided by Economic Modeling Specialists, Inc. (EMSI). EMSI identified nine target sectors that have grown, or are projected to grow, within the next five to 10 years. The RLT was specifically interested in the following target sectors:

- Advanced Manufacturing;
- Healthcare;
- Business & Professional Service; and
- Transportation, Distribution & Logistics.

A proposal from a professional firm will assist in the preparation of a Regional Economic Growth Strategy.

IV. REVIEW THE REQUEST FOR PROPOSAL (RFP)

Tonya Logsdon presented the Request for Proposal. After much discussion, the RLT made changes that included renaming the first component to Workforce Skills Analysis that will include the identification of transferrable skills. Drug and alcohol issues; workforce age and pending retirements; National Career Readiness Certificate (NCRC) attainment will be added to the factors to be considered and evaluated. In addition, individual meetings with key employers may be necessary, as well as community and regional forums when developing economic strategies. The Action Plan will include the identification of resources and assets.

V. TIMELINES

No changes were made to the timelines.

VI. NEXT STEPS

A review committee consisting of Tonya Logsdon, Dr. Kris Williams, Karen Dueker, Kevin Sheilley, Dr. Gene Tice, and Joanna Davis will review the proposals and report their recommendations to the RLT and the Green River Workforce Investment Board Executive Committee. Dr. Nick Brake and Karen Cecil may be called upon if needed.

The team will meet with the selected vendor in November to provide direction and share existing plans and data sources, identify sector representatives from business and industry, and identify boards and committees that the vendor should contact.

VII. OTHER BUSINESS

Jodi Rafferty will submit a legal/public notice to the Messenger-Inquirer for publication on Tuesday, August 30, 2011.

VIII. ADJOURNMENT

With no further business to conduct, the meeting concluded.

/pjw