



Eastern Kentucky Concentrated Employment Program, Inc. Board of Directors  
Meeting Minutes  
March 8, 2022

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**Attendees**

**EKCEP BOD's Members**

Polly Arnold  
Steve Silcox  
Terry Adams  
Tim Bingham  
Shane Gabbard  
Bishop Johnson – Proxy Alex Gambrel  
Walter Nixon  
Rick King  
Jamie Brunk  
Tim Bobrowski  
Gilbert Holland  
Luther Blanton  
Mark McKenzie  
Judy Roark  
Chuck Caudill  
Craig Hamilton – Proxy Mike Howell  
Jack Miniard – Proxy Tabatha Johnson  
Dan Mosley  
Susan Dunaway  
Catrina Vargo

**EKCEP Staff**

Jeff Whitehead – Executive Director  
Ernie Weems  
Travis Winkler  
Trish Adams  
Sharon Poff  
Owen Grise  
Tonya Collins  
Michael Cornett  
Bridget Back  
Tesa Turner  
Kim Albright

**GUESTS**

Bonnie Conn	Becky Miller	Beth Spencer
Darlene Cantrell	Mike Buckles	Allison Brown
Jill Blevins	Wanda Thacker	Donna Pace

## Minutes

The Eastern Kentucky CEP Board of Directors held its quarterly meeting on March 8, 2022 via Zoom.

In the absence of John E. Pennington, Chair of the EKCEP BOD's, Chuck Caudill called the meeting to order. Chuck Caudill asked for the roll call. The roll call resulted in a quorum and the meeting began.

### Approval of Previous Meeting Minutes

Chuck Caudill asked for a motion to approve the prior meeting minutes. Shane Gabbard made the motion to approve the prior meeting minutes. The motion was seconded by Terry Adams. All voted in favor, none opposed.

### Approval of EKWIB Member

Chuck Caudill asked the board to vote on the approval of Kim Mullins to be added to the EKWIB. Kim Mullins will be replacing Carla Bishnoi. Polly Arnold made the motion to approval the nomination. The motion was seconded by Jamie Brunk. All voted in favor, none opposed.

### Election of Officers

Jeff Whitehead, EKCEP Executive Director told the board members that John E. Pennington, current EKCEP board chair, would no longer be able to serve on the EKCEP board. Jeff Whitehead also informed the members that Joe Grieshop, current EKCEP Vice Chair, had retired and would no longer be an EKCEP board member. Joe Grieshop has already been replaced on the EKCEP BOD by Jack Miniard.

Jeff Whitehead stated between now and the June 7, 2022 board meeting we can take nominations for the two vacant offices, Chair and Vice Chair. Jeff Whitehead stated the EKCEP board chair has generally been an elected official.

Chuck Caudill asked for a motion to have either a single election for both open positions or two separate elections. Chuck Caudill made the motion to have a single election with the top two vote getter becoming the Chair and Vice Chair of the EKCEP board. The motion was seconded by Terry Adams. All voted in favor, none opposed. Rick King stated he did not oppose, but as a cautionary note, we need to make sure this is in line with the by-laws. Jeff Whitehead stated he and Owen Grise had reviewed the EKCEP by-laws and it states an election will be held. It does not state how the election will be held.

Rick King asked Owen Grise, EKCEP Senior Deputy of Senior Deputy Director for Administrative Support, Special Projects, and Target Groups if the by-laws state the board chair must be an

elected official to be chair. Owen Grise said the EKCEP by-laws do not state that is a requirement.

Rick King addressed the “acting” board chair with the statement, he wanted to caution that we not restrict the ability of the board to nominate anyone from the board that they choose. Rick King stated he believed the by-laws contemplate that and we don’t want to limit voting to a particular group. Chuck Caudill said he agreed with that statement.

Jeff said he would send out a format to nominate and also to vote at a later date.

### **Midterm review of WIOA Contracted Services**

Jeff Whitehead provided a video midterm review of WIOA contractors services. The video was provided by Bridget Back, EKCEP’s Deputy Director of Operational Effectiveness, Grant Acquisition, Reporting and Review. The video showed the comparison of workforce services pre-covid versus post-covid.

Jeff Whitehead stated he felt it would be important for representatives of this board and representatives of the WIB to form a committee and analyze the current method of providing services. Jeff Whitehead asked the EKCEP board their thoughts on forming a committee. Chuck Caudill said he thought it would be a great idea. Chuck Caudill asked for other board members thoughts. Rick King made a motion to form an ad hoc committee. Terry Adams seconded the motion. All voted in favor, none opposed.

The following EKCEP Board Members volunteered to be on the ad hoc committee: Chuck Caudill, Shane Gabbard, and Terry Adams.

Mike Howell stated he felt it would be a good idea for a representative from all EKCEP areas be on this ad hoc committee. Mike Howell said he was a proxy, but he was sure someone from the Big Sandy area would volunteer. Jeff Whitehead said this committee would total around 20 members if we use representatives from each area. Jeff Whitehead said the number of committee members would be a board decision. Terry Adams said he felt we should keep the board small in number. Rick King said the nature of an ad hoc committee is generally small and serves as a reporting group that serves for the benefit of the entire board. Rick King made a motion to have Chuck Caudill, Shane Gabbard, and Terry Adams serve on the ad hoc committee from the EKCEP BOD. Mike Howell seconded the motion. All voted in favor, none opposed.

### **Current Events & Updates**

Owen Grise provided an update on some of the current events and updates. The EKCEP Board Packet agenda that was emailed to each member contained a “link” to each event and the updates. The events and updates included: SITE Success Story; One Up Success Story; eKART final report; and SITE year two report.

Jeff Whitehead commented on John E. Pennington stepping down from the EKCEP board and the retirement of Mike Buckles. Chuck Caudill asked for a motion to create a plaque recognizing their years of service. Dan Mosley made the motion to purchase, at least a plaque, for each retiring board member. Tim Bingham seconded the motion. All voted in favor, none opposed. Trish Adams will provide John E. Pennington’s home address to each board member if they are interested in sending him a card.

### **Meeting Adjourned**

Chuck Caudill asked for a motion to adjourn. Jamie Brunk made the motion and Chuck Caudill seconded the motion.

After the meeting was adjourned, Dan Mosley asked for some specifics surrounding the video of the midterm review of WIOA Contracted Services. Bridget Back provided the requested information. The numbers reflected that the majority of the loss actually came before the pandemic. From 2012 to 2020 the loss was 27,000 and from 2020 to 2022 another 8,000 people.