



Andy Beshear
Governor

Jaime Link
Education and Labor Cabinet Secretary

Employer Education and Engagement Committee **Minutes**

January 10th, 2024
1:00pm – 2:00pm
Zoom
Meeting ID: 863 9806 2295

Members Present: Chair, Merry Reid Sheffer and Rebecca Wilson

Members Absent: Jessica Beaven, Todd Coffey, Zach Morgan and Dawn Gardner

Staff Present: Kentucky Office of Vocational Rehabilitation (KYOVR) Administrator, Nanci Howard, KYOVR Administrative Specialist, Pepper Caudill, KYOVR Assistant Director, Kristen Beach and KYOVR Staff Assistant, Betty Whittaker

Staff Absent: KYOVR Manager, Deana Wilson-Kimble

Guest(s) & Collaborators Present: RETAIN Kentucky, Kimberly Wickert

Welcome, Introductions and Agenda Review:

Administrator, Nanci Howard began the meeting and introduced Kimberly Wickert from RETAIN Kentucky.

Chair Report:

Chair, Merry Reid Sheffer explained that she had provided details to the Executive Committee when they last met in December 2023, of this committee's intent to partner with RETAIN Kentucky for the Lunch & Learn Series. She then turned the meeting over to Kim Wikert to give further details of the webinar series that RETAIN Kentucky is currently hosting.

RETAIN Kentucky January & February 2024 Webinar Series:

RETAIN Kentucky's Kimberly Wickert provided details of the lineup for the January & February 2024 webinar series. There was discussion amongst the group of which topics could be added to the RETAIN Kentucky's webinar series. It was discussed that this committee would attend the January & February 2024 RETAIN Kentucky's webinars to gain a better understanding of the process. It was also discussed that Kimberly Wickert would review the Employer Education & Engagement Committee's proposed Lunch & Learn Series topics and make recommendations of the top three topics that would be best to collaborate with RETAIN Kentucky.

Additional Discussions:

Prior to the meeting adjourning, Merry asked other members to consider what other projects the committee may want to undertake during the 2024 year and there would be discussion of this at the next committee meeting in February. Administrator, Nanci Howard reminded the group of the Strategic Plan and asked members to keep that in mind when considering the 2024 year's projects. Member, Rebecca Wilson provided brief information regarding an email regarding an Amazon webinar due to take place in early 2024. She stated that she would forward the email to the entire group for review. Merry stated she would email a list of important points to Nanci or Pepper and requested that they disseminate this information, including a copy of the Strategic Plan, to the whole group. Nanci reminded the group of the Dropbox account, where they could access the Strategic Plan or other information pertinent to the Employment First Council.

Future areas of focus:

- It was discussed that this committee would attend the January & February 2024 RETAIN Kentucky's webinars to gain a better understanding of the process.
- It was also discussed that Kimberly Wickert would review the Employer Education & Engagement Committee's proposed Lunch & Learn Series topics and make recommendations of the top three topics that would be best to collaborate with RETAIN Kentucky.
- Merry stated she would email a list of important points to Nanci or Pepper and requested that they disseminate this information, including a copy of the Strategic Plan, to the whole group.

Next Meeting Date:

Friday, January 12th, 2024

1:00pm – 3:00pm

Hybrid Format

Location: Kentucky Transportation Cabinet
200 Mero Street
Frankfort, KY 40601

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