

## MEETING MINUTES

*Approved by the Steering Committee on May 22, 2024*

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Who: Kentucky Council on Postsecondary Education  
Type: Healthcare Workforce Investment Fund (HWIF) Steering Committee Meeting  
Date: March 20, 2024  
Time: 1 p.m. EST  
Location: Virtual meeting via ZOOM webinar

### CALL TO ORDER

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The Healthcare Workforce Investment Fund Steering Committee met March 20, 2024, at 1:00 p.m. ET. The meeting occurred virtually via ZOOM webinar. Chair LaDonna Rogers presided.

### ATTENDANCE

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- Attended: Beth Brinly, Amy Mitchell Cowley, Mason Dyer, JP Hamm, Michael Muscarella, Ladonna Rogers, Kelli Selvage, and Beth Shafer.
- Did not attend: Cliff Maesaka and Vestena Robbins.

### INTRODUCTORY REMARKS

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Dr. Leslie Sizemore, CPE's Associate Vice President of Workforce and Economic Initiatives, welcomed members to the first meeting of the HWIF Steering Committee.

### PURPOSE OF HWIF

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Ms. Michaela Mineer, CPE's Senior Associate for Healthcare Workforce Initiatives, provided a brief overview of the purpose of HWIF. Created in the 2023 Regular Session of the Kentucky General Assembly through HB 200, the Healthcare Workforce Investment Fund (HWIF) is a groundbreaking framework for public/private partnership. The legislation shares responsibility between industry and government to carry out a dedicated mission - to cultivate a robust healthcare workforce in Kentucky. The core objectives are twofold: providing educational scholarships to students pursuing programs targeting critical workforce needs in healthcare professions (65% of funds) and recognizing and rewarding excellence among Kentucky healthcare professional education and training programs (35% of funds).

## **OVERVIEW OF REGULATIONS**

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Mr. Travis Powell, CPE's Vice President and General Counsel, reviewed the two administrative regulations established to guide CPE's work to administer the fund:

- [13 KAR 5:010. Healthcare training scholarships.](#)
- [13 KAR 5:020. Healthcare program incentives.](#)

## **REVIEW OF THE IMPLEMENTATION PLAN**

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Ms. Mineer reviewed CPE's responsibility for administering the funds with the guidance from the HWIF Steering Committee. In order for the committee to be informed and guide decision making, stakeholder groups will be invited to attend meetings to testify about their workforce needs. CPE staff asked the committee members to email their recommendations so invitations can be extended to the requested stakeholder groups.

Ms. Mineer also stated that the next meeting of the committee will focus on finalizing the proposal questions and evaluation forms. All funding opportunities and an application template will be shared on June 3, 2024. Applications will be accepted July 1 – August 15, 2024. Award notices will go out to selected entities on September 13, 2024.

## **INTRODUCTION TO THE HWIF DASHBOARD**

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Mr. Blake Nantz, CPE's Senior Associate for Data and Advanced Analytics, introduced the committee to the HWIF Tableau Dashboard that will be used during the proposal evaluation process. Data from KYSTATS, HRSA, and CPE were pulled together to create a single, comprehensive data base that houses key student success and workforce metrics that were identified as priorities in the statutes. The final dashboard will be ready for the committee to view during the May meeting.

## **DISCUSSION – HWIF SCORING CRITERIA**

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Ms. Mineer shared a draft of the scoring rubrics being developed. As shown, the rubrics only included the priorities set forth in statute, and the committee has the authority to add additional criteria if they wish. The committee briefly discussed the ideas of looking closely at specific student success metrics when reviewing the healthcare training scholarship partnership proposals. Additionally, committee members brought up the ideas of looking at the labor market participation rate of geographic areas, considering the health outcomes of geographic areas, and considering Pell recipients and first-generation students in a program. The conversation was tabled and will resume during the May meeting.

## **LEGISLATIVE UPDATES**

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Dr. Sizemore discussed the status of 2024-26 budget development process and stated that it is anticipated that CPE will receive \$10 million across the biennium for HWIF. If approved as currently proposed, \$7 million of this funding would become available for in July of 2024, with the additional \$3 million becoming available in July 2025. Any funds that are not used from the first \$7 million can be rolled into year two. Sine die of the 2024 Legislative Session is scheduled for April 15, 2024, and the final budget will be discussed further at the May meeting.

## **FUTURE MEETINGS & CLOSING REMARKS**

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Ms. Mineer provided closing remarks and reminded the committee that the next meeting will be on May 22, 2024, at 1:00 p.m. EST, at the CPE office in Frankfort, Kentucky.

## **ADJOURNMENT**

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The meeting adjourned at 2:50 p.m. EST.