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PERSONNEL CABINET

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Mary Elizabeth Bailey
SECRETARY

MEMORANDUM

PERSONNEL MEMO 24-11

To: Cabinet Secretaries
Agency Heads
HR Administrators

From: Mary Elizabeth Bailey, Secretary

MES

Date: July 3, 2024

Re: **2024-2025 Governor's Minority Management Trainee Program**

Created in 1995, the Governor's Minority Management Trainee Program (GMMTP) is a twelve-month transformational leadership development program designed to provide guidance and leadership development opportunities for minority employees in the merit system.

The Personnel Cabinet will soon begin accepting applications to fill 25 available seats for the upcoming 2024-2025 session. Applications will be submitted electronically and may be initiated by employees interested in participating in the program or by supervisors wishing to nominate an employee for the program.

Upon submission, the application will be routed to the agency HR Executive to facilitate an internal review with agency leadership. Approved applications will then be routed to the Personnel Cabinet (Office of Diversity, Equality and Training – ODET) for final processing. Below is a timeline.

2024-2025 Governor's Minority Management Trainee Program Timeline	
Date	Action
7/3/2024	Program Launch (PM 24-11): Application portal open/applications accepted: https://apps.personnel.ky.gov/odet_apps/
7/22/2024	Application portal closes.
7/26/2024	Deadline for supervisor/manager review/submission to the agency HR Executive.
8/5/2024	Deadline for HR Executive/Cabinet Secretary final review/submission to ODET.
8/12/2024	Selected participants audited and reviewed by ODET.
8/14/2024	Class of 2024-2025 announced online; syllabus/course material distributed.

The Personnel Cabinet looks forward to working with you to ensure the Governor's Minority Management Trainee Program continues to provide successful learning and development opportunities for our state employees. Any questions pertaining to the program should be directed to Patrick Carrington at Patrick.Carrington@ky.gov.