

Southern Middle TN Local Workforce Development Board
Minutes
South Central Human Resource Agency
1437 Winchester Hwy
Fayetteville, TN
October 30, 2018

Welcome: Sarah Brown, SCHRA

Call to Order and Welcome: Keith Durham, Board Chairman called meeting to order.

Roll Call:

Keith Durham, Board Chairman, asked Wendi Jones to call the roll consisting of the following:

<u>Present</u>	<u>Proxy's</u>	<u>Absent</u>
Keith Durham	Robby Moore	Corey Wardon
TJ Judge	Jason Helton	Barbara Lamb-Gass
Brian Crabtree	Terry Tillis	Hardin Franklin
Howard Kirksey	William Moon	Don Barber
Dr. Mark Short	John Sechler	Ray Trawick
Matthew Boner		Rebecca Gold-Johnson
Will Johnson		
Christine Hopkins		
Kelli Kea-Carroll		
Teresa Smith		
Rob Mitchell		
Selina Moore		
Diana Hague		
Rena Purdy		

Keith Durham, Chairman, reviewed minutes of previous meeting. Last Meeting Minutes were approved with a motion made by Rob Mitchell and seconded by Will Johnson with no discussion. The minutes were adopted unanimously.

Keith Durham, Chairman, asked everyone to go around the room and introduce themselves and who they were affiliated with.

After introductions, Keith Durham, Chairman, asked Tanya Henze, WIOA Director, to review the Local Workforce Board By-Laws which were sent by email previously to all

board members. Howard Kirksey made the motion to approve and the motion was seconded by Matthew Boner. The By-Laws were adopted unanimously.

Rena Purdy requested a list of acronyms with definitions and asked what the board would be called which is Southern Middle TN Local Workforce Development Board (SMTLWDB).

Next up for discussion was WIOA policies. Tanya Henze, WIOA Director, briefly discussed policies from old area six and old area ten and requested policies from both areas be grandfathered in. Once the new policies are decided upon by Jennifer Henry, OSO, Diane Stoker, OSO Assistant, Tanya Henze, WIOA Director, Wendi Jones, Compliance and Program Coordinator and Nathan Ward, Director of Economic Development/WIOA Business Services, all policies would be uploaded on the website for board members to review. At the suggestion of Howard Kirksey, old area six policies should be highlighted one color and old area ten should be highlighted another color. Once policies are agreed upon they will be presented to the executive committee for final approval. Mr. Short made the motion to approve and it was seconded by Kelli Kea-Carroll. The policies were approved unanimously.

Tanya Henze provided an update on the Memorandum of Understanding and the plan for a meeting with partners on November 15, 2018. Keith Durham asked for a definition of partners. Selina Moore, Regional Manager, stated partners included those who are in the American Job Centers. She discussed referrals between partners, what services were provided by partners and how the partners worked together. The IFA (Infrastructure Funding Agreement) is the budget that each partner agrees to pay. It's based on square footage and number of staff. Christine Hopkins suggested a list of partners should be provided to the board members.

Tanya Henze discussed the ETPL (Eligible Training Provider List) and asked the board to approve both lists from old area ten and old area six. It was approved unanimously with a motion by Rena Purdy and seconded by Selina Moore. Howard Kirksey asked if any providers had been added or deleted. None have been added or deleted. Rob Mitchell questioned the providers listed and suggested others be added as some customers live closer to providers not listed on the ETPL List. Some suggestions included listing certified programs in other areas and including all approved WIOA training listed by the state of Tennessee which is listed on jobs4tn.gov.

Jennifer Henry, OSO, provided a facility update. She stated there are seven American Job Centers. Decherd's AJC moved to Winchester, Lewisburg's AJC moved to a new location in Lewisburg, Columbia's AJC will remain, as will Lawrenceburg and Hohenwald. An RFP will be submitted for the Tullahoma Comprehensive site.

Lisa Salvador provided information on the cost savings due to the moves and cost savings for phone systems and internet.

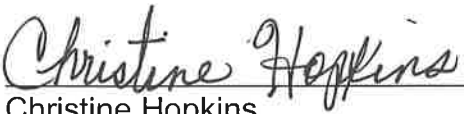
Tanya Henze discussed the MPCR and performance. The requirement is waived the first year but the target goal is 50% of funds going directly to participants.

Selina Moore, Regional Director, provided information on specialized job centers and suggested that affiliate centers could be changed to specialized centers in order to provide staff in other counties. The goal of SCHRA and SCTDD is to have a presence in all thirteen counties.

Christine Hopkins asked how SCHRA and SCTDD were letting the public know about the American Job Centers and what is available. The AJC in Tullahoma has a facebook page and Lewis and Perry post in the local papers jobs available within their area. She suggested more advertisement in all counties.

Nathan Ward discussed the Consolidated Business Grant and introduced Tommy Burns who works with TN Economic Development. Nathan also provided information on Incumbent Worker Grants, On the Job Training Grants and Apprenticeships that will be marketed to all counties. He also stated that the Southern Middle TN Local Workforce Development Board was officially certified.

The motion to adjourn was made by Christine Hopkins and seconded by Selina Moore. With no objections the meeting was adjourned.


Christine Hopkins


Keith Durham