

Southern Middle TN Local Workforce Development Board
South Central Human Resource (SCHRA)
1437 Winchester Hwy
Fayetteville, TN
Monday, August 6, 2018

Call to Order and Welcome:

Richard Stewart, Chief Local Elected Official (CLEO) stated that the combination of Local Workforce Development Boards Area 6 and 10, which has been in the works for a few years, the Southern Middle Local Workforce Development Board established. This newly realigned area includes: Bedford, Coffee, Franklin, Giles, Hickman, Lawrence, Lewis, Lincoln, Marshall, Maury, Moore, Perry and, Wayne Counties. Also thanks to each of you for serving on the Board.

Roll Call:

Richard Stewart, CLEO, asked Verna Brown to call the roll consisting of the following:

<u>Present</u>	<u>Proxy's</u>	<u>Absent</u>
Keith Durham	Robby Moore	T J Judge
Corey Warden	William Moon	Brian Crabtree
Barbara Lamb-Gass	Matthew Boner	Don Barber
Jason Helton	Ray Trawick	
Terry Tillis	Kellie Kea-Carroll	
Hardin Franklin	Rob Mitchell	
Howard Kirksey	Diana Hague	
Dr. Mark Short		
Will Johnson		
John Sechler		
Christine Hopkins		
Teresa Smith		
Selina Moore		
Rena Purdy		
Rebecca Gold-Johnson		

Richard Stewart, CLEO asked everyone to go around the room and introduce themselves and state where they are located.

After all the introductions Richard Stewart, CLEO asked for nominations of officers for the board; Chair, 1st Vice-Chair, 2nd Vice-Chair, and Secretary/Treasurer at

this time. Richard Stewart, CLEO recognized Dr. Mark Short for the selection of officers as follows, Chair, Keith Durham, 1st vice-Chair, Howard Kirksey, 2nd Vice-Chair, Robby Moore, and Christine Hopkins, Secretary/Treasurer. Richard Stewart, CLEO stated that there was a motion on the floor for nominations made by Dr. Mark Short and we have a second made by Rena Purdy. Richard Stewart, CLEO asked if there was any further discussion, being none the motion was approved.

Richard Stewart, CLEO asked Anita Turnbow to present the Conflict of Interest Policy and form for approval. Anita Turnbow stated that an approval was needed on the Conflict of Interest Policy which is a requirement for Board Members. The template was obtained from the Tennessee Department of Labor and Workforce Development. Richard Stewart, CLEO asked for a motion for approval which was made by Barbara Lamb-Gass and second by Keith Durham. Richard Stewart, CLEO asked if there was any discussion, being none the motion was approved.

Richard Stewart, CLEO asked Tanya Henze for her WIOA Program update and request an approval of Lewis County affiliate site. Tanya Henze stated they had received ADA certification for the Lewis County site and will remain in the same building. Tanya Henze stated that contingent on the state's approval of the site will require the Board's approval. Richard Stewart, CLEO said he would like to have a motion on approval of the Lewis County site and motion was made by Selina Moore and seconded by Teresa Smith. Richard Stewart, CLEO asked if there was any further discussion, being none the motion was approved.

Richard Stewart, CLEO stated that there was one more item to address and that the Career Services and One-Stop Operator RFP's are required to go out by August 15th. Richard Stewart, CLEO said a committee was required for RFP's and he would like to appoint the Executive Committee for the Selection Committee and ask Anita Turnbow to keep them updated. Richard Stewart, CLEO asked for a motion to appoint the Executive Committee as the Selection Committee for the RFP's: furthermore, the Committee has the authority to select and award the contract to the selected Provider. The motion to approve was made by Dr. Mark Short and seconded by Rena Purdy. Richard Stewart, CLEO asked if there was any further discussion, being none it was approved.

Richard Stewart, CLEO stated he would like for the county mayors and mayors to meet after the close of the Southern Middle Tennessee Local Workforce Development Board meeting.

Selina Moore asked about getting the board's approval of expenses for all of the WIOA offices. Richard Stewart, CLEO asked Selina Moore to put it into a motion and state how she would present the motion. Selina Moore made the motion to review the footprint of the American Job Centers and adjust depending on traffic and budget and seconded by Rena Purdy. Richard Stewart, CLEO asked if there was any discussion and Mr. Hardin Franklin from Giles County asked to be brought up to date for a report back to the community. Selina Moore stated that the building that there in is too large

and expensive and would prefer to move to another location in Giles County. Selina Moore stated that they are checking in all the communities to see if they are in the best location for the foot traffic. Tanya Henze stated that they are trying to get the operations cost down.

Richard Stewart, CLEO stated that with the motion and second on the floor any further discussion, being none the motion was approved.

Richard Stewart, CLEO stated that he appreciated SCHRA having the board meet in the building and asked for a motion to adjourn. The motion to adjourn was made by Howard Kirksey and seconded by Keith Durham.



Christine Hopkins
Secretary/Treasurer



Keith Durham
LWSM, Chairman