

Southern Middle TN Local Workforce Development Board Meeting

January 27, 2022 at 10:00 AM

The meeting of the Southern Middle TN Workforce Development Board was held in person and virtually through the Zoom application on January 27, 2022 at 10:00 AM.

Those in attendance were: Robby Moore, Lynn Trull, Stacey Shedd, Hardin Franklin, Sara Williams, Mark Short, Christine Hopkins, Sonya Faye Buckingham, Linda Maddox, Tracy Whitehead, Selina Moore, Pam Furlong, Roxanne Patton.

Absent: TJ Judge, Brian Crabtree, Barbara Lamb-Gass, Chris Trull, Matthew Boner, John Sechler, Kelli Kea-Carroll.

Proxies: Jane Herron (proxy to Mark Short), Will Johnson (proxy to Christine Hopkins), Rob Mitchell (proxy to Mark Short).

A quorum is established and present.

Welcome:

Southern Middle TN Local Workforce Development Board Chairman, Mark Short, welcomed everyone to the meeting at 10:01 AM. Kaitlyn Nix was instructed to start the board roll call by Mr. Short. All participants were able to verbally state that they were present, use the chat box, or utilize the "hand raise" option on the Zoom application to make their attendance known.

Review and Approval of Previous Minutes:

Mr. Short stated that everyone should have received and reviewed the previous minutes from the October 28, 2021 meeting. He asked if anyone had questions regarding the minutes. No questions or concerns were stated leading to the motion of approval of the minutes. Lynn Trull made the first motion of approval and Stacey Shedd seconded this motion. The board voted unanimously to approve the minutes.

Proxy Approval:

Chairman, Mark Short, approved all proxies received for the Local Workforce Development Board Meeting on January 27, 2022.

Reentry Presentation:

William Arnold, Office of Reentry made a presentation to the board. Mr. Arnold spoke on a reentry grant that will be made available on February 1, 2022 upon approval. This program has 3 main goals:

1. Increasing the number of people who are reentering society using WIOA services
2. Improving staff capacity
3. Increase Awareness

Fiscal Update:

Lisa Moore presented the fiscal update to the board. She stated that we are on target as of now for the expenditures from July to December 2021. Selina Moore motioned to receive the financials and Hardin Franklin seconded the motion. The board unanimously voted to receive the financials.

Operations Committee Recommendations:

ETPL Approval of New Programs

Selina Moore presented the board with three (3) Columbia State programs that are wanting to be added on to the ETPL.

1. **Software Development:** The Operations Committee recommended to the board to not approve this program for the ETPL due to the lack of credential. WIOA is required to have some form of credential after completion due to Federal regulations. The cost of this program is \$10,000. Sara Williams motioned to approve the recommendation to not add this program to the ETPL. Hardin Franklin seconded the motion. The board voted to not add Software Development to the ETPL.
2. **UX/UI Design:** The Operations Committee recommended to the board to not approve this program for the ETPL due to the lack of credential. The cost for this program is \$10,000. Selina stated that Columbia State and WIOA are working together to add credentials so that in the future WIOA can possibly fund this program. Hardin Franklin made the motion to follow the Operations Committee's recommendation to not add this program to the ETPL. Sara Williams seconded the motion and the board unanimously voted to not add this program to the ETPL.
3. **Medical Billing and Coding:** The Operations Committee recommended to the board to approve this program for initial approval (1yr.) to the ETPL. This program has a high demand and does have credentials once completed. Selina Moore motioned to add this program to the ETPL and Roxanne Patton seconded the motion. With no discussion the board voted to add this program to the ETPL.

ETPL Programs for Continuance

1. **Columbia State (Pre-Apprenticeship Lineworker):** The Pre-Apprenticeship Lineworker program is up for review for continuance. This program is needed due to our region having multiple linemen apprenticeships. Selina Moore motioned to approve the continuance of this program. Stacey Shedd seconded this motion and the board approved this program for continuance.
2. **Motlow Programs (Certified Bookkeeper, Certified Electronic Health Records Specialist, CompTIA A+ Certification Training, Mastering Project Mgmt. with Microsoft Project):** These programs have been on the ETPL for two (2) years. These programs lack credentials, demand, and participants. Sara Williams motioned to not approve this program for continuance per the Operations Committee's recommendation. Hardin Franklin seconded this motion and with no discussion the board voted to not approve these programs for continuance.
3. **TCAT Hohenwald Programs (Aesthetics Technology, Drafting CAD Technology, Emergency Medical Technology):** The Operations Committee has recommended to the board to approve these programs for continuance. These programs are in high demand and participants receive credentials upon completion. Stacey Shedd motioned to approve the programs and Sara

Williams seconded the motion. The board unanimously voted on approval of continuance for these programs.

ETPL Programs for Review

Selina Moore presented to the board multiple Motlow State programs that the Operations Committee recommended to remove from the ETPL. These programs are all lacking credentials, low demand or require further training for credentials. Stacey Shedd motioned to not add these programs to the ETPL. Sara Williams seconded the motion. With no discussion the board voted to follow the recommendation of the Operations Committee and remove these programs from the ETPL.

WIOA Monitoring Update:

Barbara Kizer updated the board on the WIOA monitoring. Each board member received an email in November 2021 about the situation with SCHRA. SCHRA has taken action against the employee(s) involved. All information has been turned over to the Comptroller's office and the DA has been notified. The Comptroller's office has stated that it will be several months before the investigation is completed. The Department of Labor froze WIOA funding in November 2021 pending investigation to see if the incident was isolated. SCTDD has increased the amount of monitoring and held training on Conflict of Interest with Career Advisors and SCTDD staff. With these extra efforts in place the Department of Labor stated that WIOA reimbursements will be issued within 5-10 days. All information will be shared once it has been received from the Comptroller's office.

WIOA Dashboard:

Tiffany Bolin gave the update for July 1 to December 31, 2021. During that timeframe 10,562 individuals has been helped in the actual American Job Centers. Since December 31, 2021, 632 participants are currently enrolled and 405 of those participants are in active training and 71 individuals have successfully received credentials. As of this quarter the MPCR is almost 61% with only 40% required and WEX rate is at 25% but only required to be 20%.

Old Business:

Chairman Short asked if there was any old business needing to be discussed. No discussion was needed.

New Business:

Mark Short asked if there was any new business anyone would like to present. No new business was brought before the board.

Adjournment:

Lynn Trull motioned for the adjournment of the Local Workforce Board Meeting. Hardin Franklin seconded this motion and the meeting adjourned at precisely 10:38AM.



Mark Short, Chair



Kelli Kea-Carroll, Secretary