

**Southern Middle TN Local Workforce Development Board**

South Central TN Development District

Zoom Meeting

October 28, 2021 at 10:00 AM

The meeting of the Southern Middle TN Workforce Development Board was held virtually through the Zoom application on October 28, 2021 at 10:00 AM.

Those in attendance were: Robby Moore, Hardin Franklin, Will Johnson, John Sechler, Christine Hopkins, Kelli Kea-Carroll, Linda Maddox, Tracey Whitehead, Selina Moore, Pam Furlong.

Absent: TJ Judge, Brian Crabtree, Connie Sharp, Lynn Trull, Stacey Shedd, Sara Williams, Mark Short, Chris Trull, Matthew Boner, Sonya Faye Buckingham, Roxanne Patton.

Proxies: Jane Herron (proxy to Will Johnson), Barbara Lamb-Gass (proxy to Christine Hopkins), Rob Mitchell (proxy to Robby Moore).

A quorum is established and present.

**Welcome:**

Southern Middle TN Local Workforce Development Board Member, Robby Moore, welcomed everyone to the meeting at 10:03 AM. Roberta Brazier was instructed to start the board roll call by Mr. Moore. 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:**

Board Member, Robby Moore, stated that everyone should have received and reviewed the previous minutes from the July 22, 2021 meeting. He asked if anyone had any statements or questions for these minutes. No questions or concerns were stated leading Mr. Moore to ask if approval of these minutes would be motioned for. Selina Moore made the first motion of approval and Kelli Kea-Carroll seconded this motion. The board voted unanimously to approve these minutes.

**Proxy Approval:**

Mr. Moore asked for Barbara Kizer, WIOA Program Director, to speak on the approval of the proxies. Barbara stated that chairman, Mark Short, approved all proxies received for the Local Workforce Development Board Meeting on October 28, 2021.

**Introduction:**

Selina Moore introduced the new Business Solutions Director for the State of Tennessee, Beth Duffield. Beth introduced herself stating that she has been with the state for around a month now. She is trying to find different ways that the department can help support the Local Board and AJC Teams.

## **Fiscal Update:**

Lisa Moore updated the board with the previous quarter's financials. All members received the financials for July through September in their board packet. Mrs. Moore stated that all expenditures were on track for the first quarter. All that is further needed is to receive the financials for the first quarter from the board. Selina Moore motioned to receive the financials. Christine Hopkins seconded Selina's motion. There was no discussion for the financials and was approved unanimously.

## **Operations Committee Recommendations:**

- **New Programs for Approval:**

Michelle Barnett presented two new programs that are seeking approval by the board to be added to the ETPL list. TCAT Hohenwald has added two new programs: Forestry and Ag Technology Program and Powersports Technology program. The description of these programs was presented by Kelli Kea-Carroll.

1. Forestry and Ag Technology Program:

- This program lasts 1 year.
- The mission for this program is to equip participants with the knowledge and skills to use the equipment and be able to do maintenance repair in both industries.
- This program has multiple units of studies and also equips the completed participant with 2 certificates and a diploma. After the first trimester is completed, they will earn the Forestry Worker Certificate. After the second trimester they will earn the Agribusiness Forestry Certificate. Once fully completed the participant will earn the Forestry Technician Diploma.
- Wayne County is building an Agricultural Center. TCAT Hohenwald will work alongside them to add these programs to their location and also at the industrial park in Collinwood.
- The median income outlook for this career is \$42,000 by May 2022.

Christine Hopkins motioned to approve this program. Selina Moore seconded that motion. No discussion was held and the board all voted to accept the program.

2. Power Sports Technology:

- This program lasts 1 year.
- This program once completed will equip the participants with 2 certificates and a diploma. After completion of the first trimester, they will earn the Powersports Equipment Mechanic Certificate. After the second trimester they will earn the Powersports Repair Mechanic Certificate. After the third trimester they will earn the Powersports Equipment Technician Diploma.
- This program will equip the participants with knowledge on UTVs, ATVs, Motorcycles, Marine, and more.

Hardin Franklin motioned for approval. Christine Hopkins seconded the motion. The board had no discussion and voted unanimously to approve the program.



- **ETPL Continuance:**

Michelle Barnett presented to the board that the committee recommended the approval of the programs on the list for continuance. These programs are currently WIOA approved and have the needed credentials and demand. These programs are successfully running, but have reached their time of renewal. Hardin Franklin motioned to approve these programs. Christine Hopkins seconded the motion. The board had no questions or concerns and voted to approve continuance of these programs.

- **ETPL Eligibility Approval:**

The committee has recommended the board to approve initial eligibility for the programs listed. These programs are seeking approval for eligibility and will be reviewed in one year if granted. Michelle Barnett has checked into all the programs and their credentials and demand is there. Some programs have previously been put on hold, but there is no explanation as to why. Christine Hopkins motioned to approve these programs and Hardin Franklin seconded her motion. The board voted to fully approve these programs.

- **ETPL Program Review in Question:**

The programs in question have been looked into thoroughly. After discussion the committee highly recommends the board does not approve the programs due to lack of credentials, demand, and participants. These programs are considered "a piece of a puzzle." Once these programs are completed the participant is still not job ready and has to have more credentials to actually work on the job. Selina Moore motioned to not approve these questioned programs. Hardin Franklin seconded the motion. The board unanimously voted to not approve these programs.

### **Marshall County AJC Update:**

Paul Rosson presented the board with a PowerPoint on the new AJC building located in Marshall County. The building located at 1794 Mooresville Hwy Lewisburg, TN 37091 is now fully functional and running. The partnerships utilized by the AJC, SCTDD, staff, and many more successfully remodeled this AJC. The new location is a great area making the AJC easier to locate and access.

### **Business Services Update:**

Regina Locker gave a business service update<sup>103</sup>. The Business Services team has worked side by side with employers and participants to successfully employ as many people as possible. The NEG Grant received additional funds and it is planned to utilize them fully once participants are found and placed into jobs. On October 25 the ground breaking of the new Agricultural Center in Collinwood started with many in attendance. Kubota was one company in attendance and they are donating equipment for this new center. The team is working around the clock to help participants find employment.

**WIOA Dashboard:**


Jennifer Henry presented the dashboard to the board. She explained that the dashboard may look different due to new key performance indicators passed down by the state. This new version is helpful to give the needed amount to meet the quarterly goals. Some numbers on the dashboard are inaccurate due to Jobs4TN website reporting not fully being correct. The dashboard will reflect that money has been spent more on participants than anything else. 5859 individuals have been helped inside the AJCs. They will continue to do multiple job fairs and workshops so that more participants can be helped.

**Old Business/New Business:**

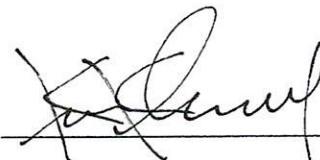
Mr. Moore asked if anyone had any old business to discuss. No discussion was needed. Barbara Kizer introduced the new WIOA Administrative Assistant, Kaitlyn Nix, to the board. After this new business was discussed, there was no other business to discuss next.

**Adjournment:**

Robby Moore asked if there was anything else to go over during this meeting. After no needed discussion Christine Hopkins made a motion to adjourn. Hardin Franklin seconded this motion. The meeting adjourned at 11:19AM.



Mark Short, Chair



Kelli Kea-Carroll, Secretary