

Southern Middle TN Local Workforce Development Board Meeting

April 27, 2023 at 10:30 AM

The meeting of the Southern Middle TN Workforce Development Board was held in person and virtually through the Zoom application on April 27, 2023 at 10:30 AM.

Those in attendance were: Robby Moore, Brian Crabtree, Stacey Shedd, Hardin Franklin, Sara Williams, Dave Van Buskirk, Will Johnson, Christine Hopkins, Linda Maddox, Rob Mitchell, Selina Moore, Linda Fisher

Absent: TJ Judge, Barbara Lamb-Gass, Mark Short, Chris Trull, Matthew Boner, John Sechler, Sonya Faye Buckingham

Proxies: Dr. Kellie Kea-Carroll (proxy to Selina Moore), Roxanne Patton (proxy to Selina Moore)

A quorum was established and present.

Welcome and Roll Call:

Southern Middle TN Local Workforce Development Board Vice Chairman, Robby Moore, welcomed everyone to the meeting at 10:00 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:

Vice Chairman Moore asked the board to review their minutes if they have not already done so. Dave Van Buskirk motioned for approval of the minutes. Rob Mitchell seconded. The board voted to approve the minutes as presented.

Proxy Approval:

Board Chair approved the proxies for the April 27, 2023 board meeting.

Appointment of Vice Chair from Members of Business Sector:

Selina Moore nominated Dave Van Buskirk as the new SMTLWDB Vice Chair. Dave Van Buskirk accepted the nomination and the board unanimously voted to approve Dave Van Buskirk as new Vice Chair.

Appointment of Secretary:

Dave Van Buskirk nominated Selina Moore as the new SMTLWDB Secretary. Selina Moore accepted the nomination. The board voted to approve Selina Moore as the new Secretary.

Financials:

Lisa Moore presented the PY 23-24 financials to the board. The yearly budget totaled to be \$3,273,166.00. Sara Williams motioned to receive the financials. Stacey Shedd seconded the motion. The board voted to receive the financials.

Year to Date Quarterly Financials:

Lisa Moore presented the quarterly financials to the board. Stacey Shedd motioned to receive the financials as is. Selina Moore seconded. The board unanimously voted to received the financials.

Operations Committee Recommendations:

ETPL Approval of New Programs

Selina Moore presented the one (1) new program requesting to be on the ETPL. Mark Anthony's School of Cosmetology has a cosmetology course that includes cosmetology, esthetician, and nails. This program is a 42-week, 1500-hour program with a tuition total of \$14,295. This school was opened in October 2020 and has currently had 90-100 participants. Mark Anthony's competition rate is around 70% and placement rate is not monitored. The Operations Committee has recommended for the board to not approve this program for the ETPL. Dave Van Buskirk motioned to not approve. Stacey Shedd seconded. The board voted to not approve this program.

ETPL Programs for Continuance

Selina Moore presented the board with the three (3) programs due for continuance on the ETPL.

- Columbia State Community College: Phlebotomy Technician Certification Program- this program has no active participants currently, but due to this career being in high demand the Operations Committee recommends approval of continuance. Stacey Shedd motioned for approval of continuance and Sara Williams seconded. The board voted to approve continuance for this program.
- Motlow State Community College: Paramedic- Participants that complete this program receive an associate's degree. The cost for this program is higher than the WIOA cap, but due to this profession being in high demand and the college taking other sources of aid the Operations Committee recommends approval for continuance. Sara Williams motioned for approval. Stacey Shedd seconded. The board voted to approve continuance for this program.
- TCAT Shelbyville: Automotive Technology- this program's tuition cost is \$11,163 that does include around \$4,000 in tools that participants take with them into the workforce. There are currently 4 active WIOA participants in the program. The Operations Committee recommends approval. Linda Fisher motioned for approval and Sara Williams seconded. The board unanimously voted to approve continuance.

By-Laws Update:

Kaitlyn Nix presented the By-Laws update to the Board. The By-Laws were previously brought before the board at the January 27, 2023 meeting. After the previous meeting the State released new guidance for local areas' By-Laws. The State guided that By-Laws must be reviewed every two (2) years instead of reapproved. The State also changed the mandatory 50% business sector board members to the highest majority. Changes have been made to the By-Laws to follow State regulations. Stacey Shedd motioned to approve the updated By-Laws. Linda Maddox seconded. The board voted to approve the By-Laws.

Business Service Update:

Regina Locker presented the board with Business Service update. An apprenticeship grant that refunds employers that are registered with the State has been awarded too Southern Middle. This grant allows refunds up to \$2500 for first year apprentices and \$1500 for second year apprentices. Southern Middle has also received an CBG grant that will be utilized for Incumbent Worker Training for multiple employers. These grants are anticipated to be expended fully before their end date on June 30, 2023. The NDWG grant will also end June 30, 2023 and funds are going to be spent fully. There are currently 84 enrolled participants for this funding.

A Rapid Response event was held for Shelbyville's National Pen that is set to close in 2023. A WARN notice was received by Southern Middle on March 7, 2023. A Rapid Response event was held that assisted 47 employees. TDOL, Adult Education, SCHRA, TCAT, Career Service Providers, local Insurance Agent, and WIOA Team were on site for this event. Another final Rapid Response event is anticipated for May 2, 2023 for around 18-20 employees.

The Business Service team has attended many job fairs within the region. The team has also attended open interviews at Hirotech per Hirotec's request. The Mobile AJC was also on site.

WIOA Dashboard:

OSO, Liz Gallagher, presented the Board with the WIOA Dashboard. Liz stated that the AJC traffic count was looking similar to the previous quarter. Southern Middle has multiple participants in training and credentials obtained. New youth has been enrolled for services. KPIs are on track, but the Veterans KPI is low. Liz is working with the state to improve the Veterans KPI by dual enrolling. Title I is on track to meet all enrollment goals. Southern Middle's MPCR is at almost 50%.

WIOA Program Director's Report:

Barbara Kizer presented the board with the director's update. The NDWG grant awarded to Southern Middle was \$644,000 that was set to begin on July 1, 2022. Once funds were received in late October 2022 the WIOA Team and Career Service Providers have worked effortlessly to get these funds expended to participants. It is anticipated to spend all funds by June 30, 2023.

The Office of Reentry has granted the SMTLWDB with \$80,000 in funds for Justice Involved Individuals. This grant is able to be utilized in all 13 counties. These funds are expected to be fully utilized by June 30, 2023.

The Office of Reentry has also released a pilot program to Franklin, Maury, and Wayne County in Southern Middle. Each county has received awards of \$30,000. Grant Agreements have been entered into with TCAT Shelbyville, Franklin County Reentry, and Workforce Alliance to utilize these funds in these counties.

In late January the local areas were asked if there was interest in a CBG grant that could be utilized for OJT or IWT. Southern Middle was granted with \$200,000 that will be utilized on IWT. It is expected that all funds will be utilized by June 30, 2023.

Southern Middle has learned that a Summer Youth Employment funding will be offered. This will be for In-School Youth ages 14-24. There will be a phase 1, which if federal funding, and phase 2, that will be state funding. Participants will be required to WIOA eligible for phase 1 only. Youth that is enrolled in phase 1 cannot be enrolled in phase 2. Phase 1 will have 3 million that the nine (9) local areas will apply for. Phase 2 will consist of 15 million that local areas and entities can apply to. These participants will have \$3200 pay cap with a state goal of 3750 youth served by August 2024.

Tiffany Bolin mentioned that the local policy for In-School Youth was ages 16-24. Selina Moore suggested for the board to consider adopting the state policy of ages 14-24 for the duration of the Summer Youth Employment grant. Sara Williams motioned for the board's consideration of policy adoption. Stacey Shedd seconded. Selina Moore motioned for approval of the policy update. Sara Williams seconded. The board voted to adopt the ages of 14-24 for the In-School Youth for the Summer Youth Employment grant.

Old Business:

No old business was discussed.

New Business:

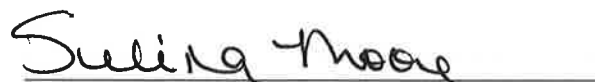
Barbara Kizer brought before the board that long term member, Christine Hopkins, has resigned effective April 27, 2023. Christine Hopkins has been a board member of the SMTLWDB since the 1990s. Barbara Kizer thanked her for her many years of service to the Southern Middle Region and Workforce Board.

Adjournment:

Stacey Shedd motioned to adjourn the meeting. Selina Moore seconded. The meeting was adjourned at 11:43AM.



Mark Short, Chair



Selina Moore, Secretary