

## **Southern Middle TN Local Workforce Development Board Meeting**

**April 24, 2025 at 10:30 AM**

The meeting of the Southern Middle TN Local Workforce Development Board was held in person and virtually through the Zoom application on April 24, 2025, at 10:30 AM.

Those in attendance: Robby Moore, Stacey Shedd, Hardin Franklin, Sara Plant, Dave Van Buskirk, Will Johnson, Linda Maddox, Selina Moore, Linda Fisher.

Absent: Rob Mitchell, Mark Short, Matthew Boner, Brian Crabtree, Chris Trull, Roxanne Patton.

Proxies: Trent Mitchell (proxy to Will Johnson), Kelli Kea-Carroll (proxy to Selina Moore), Rob Mitchell (proxy to Dave Van Buskirk)

### **Welcome and Roll Call:**

Southern Middle TN Local Workforce Development Board Vice Chairman, Dave Van Buskirk welcomed everyone to the meeting at 10:30am. Roberta Brazier was instructed to start the roll call by Vice Chairman, Dave Van Buskirk. 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. A quorum was established and present.

### **Review and Approval of Previous Minutes:**

Vice Chairman, Dave Van Buskirk asked the board to review their minutes if they had not already done so. Stacey Shedd motioned for approval of the minutes. Robby Moore seconded. The board voted unanimously to approve the minutes as presented.

### **Welcome One Stop Operator, Jessica Rivers:**

Barbara Kizer stated that she would like to welcome the new OSO to the team. In the Door has hired Jessica Rivers to fill the One Stop Operator position. We would like to welcome her to the WIOA team.

### **Welcome SCHRA WIOA Director, Katrina Crisp:**

Barbara Kizer stated that she would like to welcome SCHRA WIOA Director to the team, SCHRA hired Katrina Crisp to fill the position of the SCHRA WIOA Director. We would also like to welcome her to the WIOA team.

### **Introduction of Newly Appointed SCTDD Executive Director, Paul Rosson:**

Barbara Kizer introduced the new Executive Director, Paul Rosson appointed by SCTDD. Mr. Rosson served as the Executive Director for SCHRA before he was appointed here at SCTDD. We would like to welcome Paul to South Central Tennessee Development District. Paul addressed the Board by stating it seems like a regular meeting honestly being here, we jointly took on the venture about five to seven years ago so, I am very familiar with the service delivery and what WIOA is all about. He stated, we have a tremendous district of 13 counties and WIOA is a very vital part of that and the WIOA Program is

running at the adequate level it needs to be but I am a big supporter of the WIOA Program and want to make sure we have every efficiency in place so that we serve the people in all of our 13 counties. He said, now with having both experiences on both sides of the coin this is day six that I have been here so I don't know everything by no means but I am looking forward to digging into every program gradually, but workforce is one I am very familiar with on our side of the fence. Mr. Chairman, thank you and I look forward to serving with all of you.

#### **Appointment of Vice Chairperson:**

Dave Van Buskirk stated the board will take nominations for a Vice Chairperson. Barbara stated the Vice Chairperson is a two-year term, and informed the board that Dave can succeed himself according to the By-Laws and the position has to be filled by a member of the private sector representing business and it cannot be from the same county as the chairperson. Mark Short is our Chair and he was voted back in our last meeting and he is from Lawrence County. Stacey Shedd made a motion to nominate Dave Van Buskirk for Board Vice Chairman. No other nominations were made. Linda Maddox seconded. The board voted unanimously to approve Dave Van Buskirk as Vice Chairman for another term.

#### **Appointment of LWDB Secretary:**

Barbara Kizer stated the board would take nominations for Secretary currently being held by is Selina Moore. She has served a two-year term and can succeed herself also according to the By-Laws. Barbara stated, anyone on the board can serve as secretary. Dave Van Buskirk made a motion to nominate Selina Moore for Board Secretary. No other nominations were made. Stacey Shedd seconded. The board voted unanimously to approve Selina Moore as Secretary for another term.

#### **Financials:**

Lisa Moore went over the program budget that she needed the board to receive for the fiscal year 2025-2026. Lisa stated there was a budget cut in formula funds but that has been offset with grants like the Quest Program and currently working on applying for the Tennessee Youth Grant. She reported, the total budget was \$3,881,214.00. Stacey Shedd made a motion to receive the budget. Selina Moore seconded. The board voted unanimously to receive the budget.

Lisa went on to speak regarding the Financials for the first three quarters in which \$3,097,461.09 has been spent and out of that \$3,000,000.00 million \$1,800,000.00 was spent on participants. Lisa stated that she needs approval to receive the quarterly financials. Sara Plant made a motion to receive the quarterly financials. Linda Fisher seconded. The board voted unanimously to receive the quarterly financials.

Lisa spoke regarding the MPCR for the first three quarters which is 69.85% and that means almost 70% of the funding has been spent on participants.

#### **Operations Committee Recommendations:**

##### **ETPL-Programs for Continuance:**

Selina Moore reported that there are four programs on the ETPL up for continuance this quarter.

**Columbia State Community College:**

**Phlebotomy Technician Certification Program-** Selina stated this program is in high demand with one WIOA participant in the last two years and remains a 120-hour program \$1,249.00. Sara Plant made a motion for continuance. Stacey Shedd seconded. The board voted unanimously to approve.

**Motlow State Community College:**

**Paramedic (A.A.S)** - Selina reported this program is in medium demand and is four semesters with a cost of \$9,001.21. Sara Plant made a motion for continuance. Stacey Shedd seconded. The board voted unanimously to approve.

**TCAT at Shelbyville:**

**Automotive Technology-** Selina stated this program is in medium demand and is a 16-month certification program with a cost of \$11,631.00, zero WIOA participants in the last two years. Linda Fisher made a motion for continuance. Stacey Shedd seconded. The board voted unanimously to approve.

**NuCourse Institute:**

**Medical Assistant/ Phlebotomy Training-** Selina reported this program is in high demand at a cost of \$3,169.00 with four participants for WIOA in the last two years, one successful completion and is a 10-week course. Stacey Shedd made a motion for continuance. Selina Moore seconded. The board voted unanimously to approve.

**Nashville & Middle Tennessee Building & Construction Trades Unions:**

Barbara Kizer introduced two guest speakers, Jacen Davidson President of Nashville Building Trades and Business Manager Ironworkers Local 492 along with Anthony Nicholson Public Outreach Coordinator. Jacen discussed from a union or skilled trades perspective, accepted into apprenticeship programs. He explained creating pathways giving people opportunities young and old. Jacen stated they have 130 Local 492 ironworkers working at Nissan Stadium. Heavy equipment operators, painters, insulators, pipefitters, come to the job centers looking for employment and they have been working at a trade maybe not a union trade but working for a company or some type of construction trade and they want to enlighten or broaden their skills. He explained they have opportunities for those people as well.

Anthony spoke regarding the brochure/QR Code and how it covers all 15 crafts and building trades. He explained the main thing about the apprenticeship programs is that it does not cost that person a penny, four years and you leave there with a bachelor's degree. Anthony stated you have to buy hand tools and books. When you come out of this apprenticeship program you come out with a certification in hand.

**WIOA Program Director's Report:**

Barbara Kizer gave an update regarding what is going on in the WIOA Program. She explained that they have been working on two apprenticeship grants with limited funding and both of those grants are fully obligated. She explained the Rural Health Initiative Grant that Southern Middle was awarded \$261,795.00 in funding, that will expire June 30, 2026. Barbara reported the seed money is over



\$80,000.00 and will end June 30, 2025 with the remainder starting July 1, 2025. She reported on the Tennessee Youth Employment Program explaining that last year there was \$15 million dollars allocated for this program and this year there is only \$9 million so there is not as much funding to go around. Barbara said with this grant the nine workforce areas can apply and it is also open to nonprofits and the state is expecting at least 10-20 applications. Southern Middle has been working on the funding request that is due Friday. She stated this was a highly successful program last year and hope to receive funding to continue it in the upcoming fiscal year. Barbara shared a story that the Governor's office chose Mallory Hardison from Marshall County to attend the State of the State and was publicly recognized by the Governor. She said it was an honor for Southern Middle and was incredibly proud of Mallory for representing Southern Middle. Barbara stated you will remember Governor Bill Lee came to Buffalo River Resort in Perry County last year to visit the youth worksite. Chris Trull, the owner of the business, was selected by the Governor's office to have a one-on-one interview for a business owner's perspective of the Tennessee Youth Employment Program before it kicks off this year. She said, we appreciated Chris being a spokesperson for Southern Middle and business owners across the state of Tennessee.

#### **WIOA Dashboard:**

Jessica Rivers gave the Dashboard updates reporting active cases for youth was 242 and for Adult/ DW 212. She stated that in Youth Work Experience we have spent more than 20% of our funds for P3 putting Southern Middle at 20.29% and P4 at 34.08%. Jessica reported that the RESEA program has 446 that is in orientation and 106 in job placement. She stated, the quarterly foot traffic for Q3 is ranging about 5,060 customers. Jessica shared a few success stories from Q3 that she wanted to highlight for the board.

#### **Business Service Update:**

Regina Locker gave an update for the Business Service team and reported that in February they attended Maury Alliance-Align Workforce Summit and received great information. She reported that Rapid Response is something they do not like to talk about but did receive a warn notice from Modine-LB2 where approximately 40 employees could be affected and we met with the plant manager to discuss their needs which was employee packets for them to distribute. Regina stated, they received a warn notice from RCCB-REYES-Coca-Cola Bottling in Coffee County and they will be closing with an estimated date of June 27, 2025, approximately 46 employees will be affected with support to be provided in May. She also stated, Corsicana Mattress Company in Bedford County filed a warn notice and they have estimated closure date of June 13, 2025 with approximately 47 employees being affected. Regina reported, Adient in Columbia filed a warn notice and have an estimated closure date of June 27, 2025 with approximately 95 employees being affected and are in the process of setting up an initial meeting, and they are union.

#### **Old Business:**

No old business to discuss.

#### **New Business:**

No new business to discuss.

**Adjournment:**

Stacey Shedd motioned to adjourn the meeting. Sara Plant seconded. The board voted unanimously to adjourn at 11:55am.



Mark Short, Chair



Selina Moore, Secretary