

**NORTHEAST TN LOCAL WORKFORCE DEVELOPMENT BOARD
JANUARY 16, 2020
HOLIDAY INN HOTEL, JOHNSON CITY, TN
MINUTES**

MEMBERS PRESENT:

Dean Blevins	Barry Reeves	Sandy Ray
Amanda Boyer	Jay Richardson	Daronda Patterson
Mike Horton	Lottie Ryans	Steve Vinsant
Andrew McKeehan	Kenneth Treadway	Dennis Vaught
James Osborne	Lynn Tully	

PROXY VOTES:

None

LEO'S PRESENT:

Garland Evely, Unicoi County Mayor Mike Taylor, Johnson County Mayor

GUEST PRESENT:

Kenny Smith	Lana Moore	Alicia Summers
Jenny Lockmiller	Tyra Copas	Teresa Smith
Jerry Leger	Ronnie Gross	Brian Wilson
Karen Street	Sally Lunce	Christopher Craig
Lisa Johnson	David Blair	Anita Ricker
Michael Foust	Heath McMillian	Karen Foster
Brian Vaughn	Brian Decker	Tom Miklusicak
Dr. Bo Shadden	Bill Darden	Pat Shull
Cassidy McCarter	Cindy Necessary	Eric Schweitzer
Jacob Bolen	Cassidy McCarter	

BOARD STAFF PRESENT:

Kathy Pierce	Lisa Evans	April Shaffner
Tammy Sluder		

Opening Announcement

Today's guest speaker on the labor market impact of Bristol Motor Speedway (BMS), Julie Bennett, BMS Vice President & General Counsel, donated two (2) tickets to the next race. Anyone interested in participating in the drawing should put their name in the designated container. Thanks to Ms. Bennett for generously providing those free tickets.

Welcome and Introductions, Mike Horton, Chair

Mike Horton introduced himself as new Chair of the Board and provided a brief overview of his Board service and employment at Domtar.

Invocation, Kathy Pierce

Recognition of Special Guests

Bill Darden, Representative for Congressman Phil Roe
Lana Moore, Representative for Senator Lamar Alexander
Mike Taylor, Johnson County Mayor
Garland Evely, Unicoi County Mayor
Patrick Shull, Kingsport Mayor

Recognition of first time Workforce Board meeting attendees

Tom Miklusicak, newly appointed Assistant Administrator, TDLWD
David Blair, Dean of Advanced Technologies at NeSCC
Cassidy McCarter, Human Resource Director, EBM Papst, guest of Kenny Smith

Eagle Stories

James Osborne – Last year his daughter entered an art contest and won for her T-shirt design. They printed her shirt. This is a great annual contest for young artists. In December James graduated from King University with his MBA. James would like to encourage people to go further in their education and is grateful for the support of his employer and family.

Lottie Ryans, Announcement of Events – To connect K-12 students to various business and financial employment opportunities, the 3rd annual CareerQuest, All about Business, will be held at Northeast State Community College on February 28, 2020, for secondary school students. The main CareerQuest at the ETSU mini-dome will be held on April 23 and 24, 2020. We want to let students know about careers in our region. This is a call for volunteers and/or businesses that want to participate. We are also looking for businesses that want to offer tours and support for the STEM Lab program. We want to make sure that all 8 counties are Certified Work Ready Communities. Hancock is our most recent county to receive CWRC status, along with Sullivan and Hawkins.

Kathy Pierce – NeSCC is now offering additional college credit (3 hours) to students seeking certain vocational concentrations and attaining a National Career Readiness Certificate (NCRC).

Jay Richardson announced that the annual Martin Luther King service will be held on Sunday, January 19, 2020, at Lee Street Baptist Church, 1 W Mary St. in Bristol, VA. The Celebration of the Life and Legacy of Dr. Martin Luther King, Jr. “Becoming Reacquainted with our Roots” focusing on diversity, equity and inclusion, will begin at 4 p.m.

Special Guest Speaker – Julie Bennett, Vice President & General Counsel, Bristol Motor Speedway/Drag Way

Ms. Bennett discussed BMS as an industry leader in the racing field and provided numerous details concerning the BMS business model, including fan base, business impact of BMS role as an entertainment venue, impact of the drag way and various community projects which BMS leads, challenges and opportunities and key business goals.

The Board thanked Ms. Bennett and BMS for hosting the job fair every year. Thousands of individuals participate, many of whom are able to obtain employment as a result of the event.

Winner – 2 Tickets to BMS April Race – Barry Reeves!

Business Meeting

Approval of Minutes – October 17, 2019

MOTION – Jay Richardson made a motion to approve the Minutes of the October 17, 2019 Board meeting as distributed in both the paper and electronic packets. Andrew McKeehan provided a second. With no opposition, the Motion passed.

Director’s Report – Kathy Peirce

Ms. Pierce expressed thanks to Mike Horton for serving as the new Board Chair and appreciation for each of the new officers.

Incumbent Worker Fund Availability – the TN Dept. of Labor and Workforce Development (TDLWD) informed the NETLWDA on 1/14/2020 to inform us that \$250,000 would be made available for Incumbent Worker Training. A notice has been sent to the employer distribution announcing this funding opportunity. Training must begin no earlier than January 1, 2020 and conclude no later than June 30, 2020. Focus will be on Rural counties.

Rural Initiative Grants – TDLWD has approved the Rural Initiative Grants proposals. A contract for \$265,392.15 has been signed and sent to ETSU for signature. Copies of the proposals submitted for each county is in the packet.

Minimum Participant Cost Rate (MPCR) – Required Rate – 40%

- i. FY2019 – 44.36%
- ii. First Quarter (7/1/19 – 9/30/19) – 43.7%
- iii. Second Quarter (10/1/19 – 12/31/19) – 43.55%

Scorecards and One Stop operator Newsletter were included in meeting packets.

Rapid Response meetings have been conducted for multiple companies in the NETLWDA, and targeted information related to services for dislocated workers has been communicated to the employees of U.S. Marble. Congratulations to the team for their excellent work in assisting these dislocated workers.

Operations Committee Report – Amanda Boyer, Chair

ETPL - Kathy Pierce gave details of the last Operations Committee Report upon request of Committee Chair Amanda Boyer. In order for a program to be included on the Eligible Providers Training List (ETPL), training institutions make application through the Board system for review and approval. The Operations Committee considered three TCAT programs for inclusion on the ETPL.

Dean Blevins, President of the TCAT noted his abstention from the vote.

Programs considered:

Administrative Office Technology Legal Assistant - TDLWD does not recognize AOT Legal Assistant as an in-demand occupation. This program was not approved by the Operations Committee for inclusion on the ETPL for NETLWDA.

Criminal Justice/Correctional Officer – TDLWD does not recognize Criminal Justice/Correctional Officer as an in-demand occupation. Recommendation is to give the program time to get started and come back at a later date to review program outcomes. This program was not approved for inclusion on the ETPL for NETLWDA.

Cosmetology – TDLWD does recognize cosmetology as an in-demand occupation in our area. The Operations Committee proposes approval for now, watch program for enrollment, completion and outcomes. The Operations Committee approved cosmetology for inclusion on the ETPL for NETLWDA.

MOTION - Amanda Boyer, Operations Committee Chair, made a motion that two programs not be approved for inclusion on the ETPL: Administrative Office Technology Legal Assistant and Criminal Justice/Correctional Officer, and that one program be approved for inclusion on the ETPL: Cosmetology. Second, Jay Richardson. Discussion, Steve Vinsant - At one point TRADE approved cosmetology but always looked at the low cost provider. No further discussion. All in favor. None opposed. Motion passed.

Kathy Pierce - we will be evaluating cosmetology as it progresses for outcomes.

Rural Initiatives Grants – The next item that the committee considered was the Rural Initiative Grants. The full grant proposals were provided in the packet, electronically and at the table. Gov. Lee has made these funds available for distressed and at risk counties. NETLWDA has one (1) distressed county in our area: Hancock County and four (4) at risk counties in our area: Carter, Johnson, Hawkins, and Unicoi. Grant details are different from county to county to meet the unique needs of each one.

MOTION – Amanda Boyer, Committee Chair, made the motion to approve all five Rural Initiatives Grants with a start date January 2, 2020. Second was given by Barry Reeves. Discussion- Mayor Evely initiated a brief discussion regarding the original recommendations for use of funds in Unicoi County, specifically regarding the proposed chemistry cohort. Kathy Pierce explains that discussions were held with NeSCC and Tyler Engle, Executive Director of the Joint Economic Development Board in Unicoi County. There were challenges with getting the chemistry cohort started and challenges with locating the training within the County. After discussion, it was decided to not fund the chemistry cohort and to use those funds for other initiatives in Unicoi County. The group then discussed the Certified Production Technician program offered by NeSCC. Staff are currently recruiting for this training and certification.

Participants must be WIOA eligible. There are a total of 25 slots for CPT, five per county. With no further discussion, and no opposition, the Motion passed.

Key Performance Indicators – KPIs are a new concept introduced by TDLWD to help improve service numbers of public workforce. KPIs represents numeric enrollment goals that the entire system is making a commitment to participate in. The KPIs were provided in packet. Behind the chart is a more detailed presentation that shows the statistics used to develop the baseline numbers. This information will be presented at the State Board, and TDLWD will monitor goal progress. At this time there are no penalties for not achieving these KPIs. The goal is for TN to have the best Public Workforce System in the nation.

MOTION – Motion made by Amanda Boyer, Committee Chair, to approve KPIs, applicable to all partners in the system. Second, Lynn Tully. There being no opposition, the Motion passed.

Monitoring report- Title I is monitored by TDLWD annually. The PAR monitoring unit visited NETLWDA in April 2019. When they left there were a few findings, all of which were resolved except one, IWT data entry into VOS, which has now been corrected. No remaining findings.

MOTION – Motion made by Amanda Boyer, Committee Chair, to approve TDLWD monitoring report noting no remaining issues and to approve the corrective action plan as presented. Second, Jay Richardson. No discussion. All in favor. None opposed. Motion passed.

Also included in the Board Meeting packet is copy of the local monitoring by Board staff. This year the LWDA experienced a transition from CAC to ETSU through August 16 of 2019. First quarter monitoring applies to both Sub-recipients.

Board Member and Meeting Attendees Input Requested – Staff want to provide an additional; opportunity for input from all meeting attendees. A survey is provided in the packets, but it rarely is utilized. For today’s meeting,, stick notes and markers have been placed on each table. The Chair requested that members and meeting participants provide input concerning the effectiveness of these meetings, your ability to participate, sharing of best practices, guest speakers, processes for conducting the meeting, etc. The Chair requested that the completed stick notes be left on the easel at the back of the room. NOTE: only two sticky notes were submitted. One regarding the location on the agenda for the guest speaker, requesting that the guest speaker be after the business meeting. This is ordinarily the order, however, for this specific meeting the guest speaker’s schedule was such that she needed to speak prior to the business portion of the meeting. The second sticky note was a complaint regarding UI service provision in the AJC.

One-Stop Operator - WIOA law calls for each area to have an OSO position. This is an individual that travels among all AJCs in our area and coordinates partner services. Dr. Foster, ETSU, is our new OSO supervisor is an expert in conducting Customer Satisfaction Surveys. Dr. Foster and Brian Wilson, the OSO, are in the process of developing a new survey.

One Stop Operator’s Report – Brian Wilson

Mr. Wilson described the system of 8 AJCs, one in every county. These resources provide value to the county in which the Center is located. Mr. Wilson referenced the scorecard in packet which provides an overview of activities in the system. Over last 3 months 4,300 people have visited these AJCs Mr.

Wilson also called attention to the quarterly newsletter also included in the packet and mentioned the October 9 grand opening of Allied Dispatch in Hancock County. Dignitaries from across the State attended the event, including Governor Lee. Currently the center employs 50 workers with plans to expand to 100 workers by the spring of 2020.

Recognition of Steve Vinsant

Kathy Pierce – Ms. Pierce requested that Mr. Vinsant come forward. Mike Horton, NETLWDB Chair, presented a certificate of appreciation and recognition of Steve’s 43 years of service, Steve Vinsant was presented with a plaque of special recognition. Mr. Vinsant thanked everyone and expressed his sincere appreciation for having had the opportunity to serve the region and to work with each and every one of the partners and Board members in the room. . Jenny Lockmiller extended an invitation to Steve’s retirement reception at the Kingsport AJC next Friday from 1 – 4 p.m. Please drop by for food, fun and to congratulate Steve.

Other Business/Q&A

Next Meeting – Thursday, April 16, 2020

Adjourn

MOTION - Motion to adjourn meeting was made by NETLWDB Chair, Mike Horton. Second, Steve Vinsant. Meeting adjourned.