

doing things like wiring, programming, learning to change oil in a car, computer networking, and today having fun with Dance Revolution. It is wonderful to see these young ladies engaged in technical programming as well as math, science, and information technology programs. Dr. Donna Ferrell is leading this work with a team of camp counselors. It is a thrill to see the girls back on campus laughing and smiling and having a blast here at Northeast State.

- c. Lottie Ryans reported that the First Tennessee Development District (FTDD) will be sending out this year's E2E (Education 2 Employment) Summit invitations today. There will be valuable information to share and will include employers, K-12, and post-secondary partners describing the work we are doing around the region attracting and retaining top talent, the work with middle college, by popular request a session on "Prioritizing Mental Health" and the childcare challenges in the region. Lottie thanked Kathy and her team for their involvement with the Summit. The E2E Summit will be Wednesday, August 25th at the Ron Ramsey Center, Blountville.
- d. Amanda Boyer, A.O. Smith, is excited to share that they have hired enough people to fill their target headcount and are continuing to hire. This has been a huge struggle and accomplishment for A.O. Smith. Amanda feels that things are slowly starting to turn around.
- e. Kathy welcomed Dr. April Shaffner and acknowledged her accomplishment. April has recently completed all the requirements for her Doctorate from the Covenant Bible College & Seminary.
- f. Brian Decker shared information about Dr. Jeff McCord, TDLWD Commissioner, hosting a workforce talking/listening session tomorrow at NeSCC. The purpose of this session is to meet with employers and business representatives to have an open dialogue about the challenges that are going on today, how the department is responding to those challenges, and about things coming up in the future and apprenticeship opportunities. The event will be at the NeSCC Technology Education Complex at 10:00 a.m. Friday, July 16th.
- g. Cindy Necessary, NeSCC at RCAM, acknowledged that in May the first two apprentices that registered at RCAM will graduate as apprentices after four years of challenging work. They will celebrate their accomplishment at this fall's National Apprenticeship Week celebration. Cindy also wanted to give a big shout-out for the board's assistance with that as well.

4. **Approval of Minutes - July 15, 2021 - Vote Required**

James Osborne called for a motion to accept the Minutes of the NETLWDB July 15, 2021, meeting as distributed to NETLWDB members before the meeting.

MOTION – Jay Richardson made a motion to approve the Minutes of July 15, 2021, NETLWDB Meeting. Second by Lottie Ryans. Discussion was called for, there was none. Objections were called for, there were none. Motion passed.

James turned the meeting over to Kathy to introduce the guest speaker for today's meeting.

5. **Introduction to the Caring Workplaces Initiative – Kristina Peters, FTDD**

Kathy introduced the guest speaker, Kristina Peters, Workforce Employer Coordinator Caring Workplaces Advisor, with the First Tennessee Development District (FTDD), who will introduce the Caring Workplaces Initiative, a keystone element of the Work Opportunity for Rural Communities Initiative. The FTDD operates the Caring Workplaces Initiative in partnership with Ballad Health, the ETSU Addiction Science Center and our workforce system is also playing a role.

Ms. Peters presented a PowerPoint presentation of the Caring Workforce Initiative program. The Caring Workplace Rural Opportunities Initiative is funded through a Workforce Opportunities for Rural Communities (WORC) grant by the United States Department of Labor for 1.3 million dollars awarded to the FTDD and funding will support this effort for a total of three years. The mission of the Caring Workplaces Initiative is to recruit and certify employers who recognize the negative impact that substance use disorders and or mental health issues have had in their communities

and workplaces. Becoming a certified Caring Workplace demonstrates an employer's commitment to their employees and their families' overall health and well-being. When an employer becomes a certified Caring Workplace, they become a part of an ecosystem of support with access to resources customized to their specific needs. This includes a pipeline of potential employees from the recovery and or justice-involved communities who receive navigation services that prepare them for recovery and employment immediately upon release. A Caring Workplace Advisor is assigned to an employer to guide them throughout the certification process and work alongside leadership within a company, to identify additional customized needs and then match them to resources within their communities. This partnership results in a more caring and supportive work culture where the company gains a healthier and more productive workforce.

Three Ballard Health Peer Navigators collaborate with justice-involved individuals in a 90-day prerelease from incarceration program that makes up a pipeline of potential employees. The American Job Center staff and Jobs4TN system are a valuable part of the process this is where matches are made between clients and employers. A company has one year to become certified after deciding to participate as a Caring Workplace. The ETSU Addiction Science Center assists with company policy review/creation for more recovery-friendly policies surrounding drug and alcohol policies, provides training partners to train supervisors, lead staff and employees, and provide data analysis. The program can also assist employers who have a current employee with a substance use disorder and or mental health issue. For more information, please visit the program website at www.caringworkplaces.org.

At Kathy's request, Jason Pritchard introduced himself as the Ballard Health Recovery Program Manager that oversees the Peer Help Program. He spent sixteen years in active addiction, is now nine and one-half years in recovery, incarcerated on three instances, with the last instance he was sentenced to six years and served five years of incarceration. He has a heart for the work and considers himself good at measuring people up; which ones will be successful and the ones who need more recovery foundation. His team is a resource. The Recovery Program just received \$678,000 to expand the Peer Health Program and will be hiring six Peer Recovery Specialists over the next three years. Jason recently received a Healthcare Heroes award from the Business Journal. He credited his incredible team who work with him and behind him that have made the success of the program and made the award possible. Kathy commented that this was also an Eagle Story.

6. OSO Report/Scorecard - Dana Wilds

Dana Wilds reviewed the Northeast TN Local Workforce Development Area (NETLWDA) Report Card of statistical information from partners in the American Job Center. Dana noted a jump in visits to the AJCs from last quarter to this quarter of a little more than 1,200 visitors. Dana commented on recent successful job fairs, the first was the Johnson City Job Fair and on that same day had a team from Kingsport and Rogersville AJCs attend a Job Fair hosted by the Rogersville Review. Job Fairs allow AJC staff the opportunity to share services available to individuals and discuss how these services can help them in their job search. Upcoming Job Fairs in our area: July 22nd Greeneville Sun Job Fair and August 5th Kingsport Chamber Job Fair to be held at the Kingsport Farmers' Market.

Kathy mentioned the Report Card included in the board packet that charts the work the AJC partners are doing and shows that everyone is very active. Kathy also mentioned that with the end of the federal unemployment funds no longer available in Tennessee starting in July, we anticipate a continued increase in traffic and individuals using the AJC services.

Kathy asked James for permission to continue with the next agenda items and James ceded the meeting.

7. Report from Planning and Operations Committee – Vote Required

Kathy asked with permission of the Planning and Operations Committee to present their report.

She thanked Jeff Frazier for his excellent job in leading the meeting in the absence of the Chair, Amanda Boyer. Kathy presented the Planning and Operations Committee actions and briefly discussed the four policies and the revisions to each. The revised policies are:

- a. Grievance & Complaint Resolution Policy and Procedures
- b. Individual Training Account (ITA) Policy
- c. Priority of Service for Adults, Veterans, & Eligible Spouses
- d. Supportive Services Policy

Kathy asked James to call for a vote. James asked for a single vote to approve the Planning and Operations Committee recommendations of the four policies as presented.

MOTION – Amanda Boyer made a motion to approve the four policies as presented by the Planning and Operations Committee. Second by Jay Richardson. Discussion was called for, there was none. Objections were called for, there were none. Motion passed.

8. Summer Youth Program Update – Brandi Christian

Kathy asked Brandi Christian, Director of Youth Services, for a Youth and Summer Youth Program update. Brandi reported that with the four Paid Work Experience programs of WIOA In-School and Out-of-School Youth, the National Dislocated Worker, and Summer Youth there are eighty-seven youth working. Brandi reviewed the Youth and National Dislocated Worker reports shared with the board before the meeting. The goal of the Summer Youth Program was to serve 25 youth and 17 have been enrolled and working to date with more appointments scheduled for eligibility review and worksites are available in all eight counties. There are 30 In-School, 27 Out-of-School, and 13 National Dislocated Worker youth currently working. All eight of the AJCs have either a Youth Program or a National Dislocated Worker Grant participant working in various jobs.

9. Youth and Young Adult Committee Update – April Shaffner – Vote Required

Kathy asked April Shaffner to review the actions of the Youth and Young Adult Committee. April and Kathy reviewed the Youth and Young Adult Committee meeting and that the Committee voted to award the Summer Youth Program to ETSU, the Board's current Career Services Provider, with an effective date of May 3, 2021. April thanked ETSU for its successful implementation of the program to date.

James asked for a motion to accept the Youth and Young Adult Committee action to award the Summer Youth Program to ETSU as presented with an effective date of May 3, 2021.

MOTION – Jay Richardson made a motion to accept the Youth and Young Adult Committee action. Second by Debbie Fillers. Discussion was called for, there was none. Objections were called for, there were none. Motion passed.

10. National Dislocated Worker Grant Update – April Shaffner

Kathy asked April Shaffner to give an update on the National Dislocated Worker Grant. April reviewed the National Dislocated Worker Grant purpose and progress to date. Brandi Christian, with ETSU our Career Services Provider, has taken the lead on this grant along with Jenny Lockmiller. There are 31 National Dislocated Worker Grant participants enrolled; 7 in On-the-Job Training, 19 in Temporary Disaster Relief Employment, and 5 in Paid Work Experience/Training. Kathy asked for questions, there were none.

11. Risk Assessment – Lisa Evans

Kathy asked Lisa Evans to discuss the Risk Assessment project. Lisa explained that the goal of the Risk Assessment process is to streamline the monitoring process and to replace quarterly reports due to the State. The Assessment will identify any potential risks that affect the system and create opportunities for continuous improvement. The first report is due on August 6th. We hope to assess as low-risk and are on track with past quarterly monitoring reports. We will keep the Board updated on our Risk Assessment progress and results. Kathy thanked Lisa and the

staff for stepping up to answer the items and to gather the attachments required for the Assessment.

12. Director's Report – Kathy Pierce

Kathy discussed documents provided in the Board's packet. Kathy first reviewed the AB&T Funding Review through 5/31/2021. This report gives a glance at where we are with funds available, expenditures, and obligations. With the budget cuts, we think we will be down at a total of about \$600,000 from the previous year. There is no final budget for review currently. We are awaiting the final June expenditures by ETSU our Career Service Provider. We will provide a budget for the Executive Committee's and Board's review and possible approval as soon as we have the information needed to complete the Funding Review through 6/30/2021. Kathy asked for questions, there were none.

Kathy reviewed the Performance Score Card provided in the packet of documents. This Score Card is through the third quarter and a second document is a roll-up of the East Tennessee Region Performance comparison report of Northeast, East, and Southeast areas. We are meeting our performance measures except for the Measurable Skills Gain (MSG) in our Youth funding stream. We have recently run a report in the Jobs4TN system that now shows us meeting this measure. Kathy thanked ETSU, our Career Service Provider, for their work in attainment of the measure.

Kathy discussed the newspaper articles and information available through social media that Carter County, the school system, the Technology Center, and Northeast State Community College plan to utilize the complex where our administrative offices and the Elizabethton AJC are currently located and convert the facilities into a Career and Technical Education (CTE) training complex/Middle College. We are currently looking for space to move the Elizabethton AJC and administrative offices. A firm date has not been determined as to when we need to be moved from our current 386 Highway 91, Elizabethton location, Kathy asked Mayor Woodby if she would like to add any information to this project, Mayor Woodby had nothing to add at this time.

Kathy shared that the TDLWD will be monitoring AB&T/NETLWDB in August. We were monitored several months ago with no findings and audited with no findings. The State requires that we submit a Cost Allocation Plan at the beginning of each fiscal year which allocates the distribution of costs of our staffing between administration and program costs. The State has had some questions about how we do that so as a result, they are going to come in and monitor our fiscal systems to make sure they are satisfied with the way we have been doing the Cost Allocation Plan during the previous fiscal year. At the end of June, we submitted our Cost Allocation Plan for the fiscal year 2022. We believe in transparency and if there is an issue, we want everyone to know. Kathy asked for questions, there were none. Kathy turned the meeting back to James.

13. Other Business/Adjourn

James asked for other business, there was none. James announced the meeting adjourned.

14. Next Meeting – Thursday, October 21, 2021 – Annual Meeting

James noted the next board meeting will be October 21st, the Board's Annual Meeting. He thanked everyone for taking time out of their busy schedules and for helping the region grow.