

Southern Middle TN Local Workforce Development Board Meeting

January 25, 2024 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 January 25, 2024 at 10:30 AM.

Those in attendance were: Robby Moore, Mark Short, Kelli Kea-Carroll, Linda Maddox, Roxanne Patton, Dave Van Buskirk, Rob Mitchell, Selina Moore, Linda Fisher, Hardin Franklin, Sara Williams, Stacey Shedd, Will Johnson.

Absent: Brian Crabtree, TJ Judge, Barbara Lamb-Gass, Chris Trull, Sonya Faye Buckingham, Matthew Boner.

Proxies: Trent Mitchell (proxy to Will Johnson)

Welcome to Roll Call:

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

Review and Approval of Previous Minutes:

Chairman, Mark Short, asked the board to review their minutes if they have not already done so. Rob Mitchell motioned for approval of the minutes. Robby Moore seconded. The board voted unanimously to approve the minutes as presented.

Proxy Approval:

Board Chair, Mark Short, approved the proxies for the January 25, 2024 board meeting.

New Board Member:

Barbara Kizer introduced and welcomed a new board member, Trent Mitchell, Columbia, TN, who was unable to attend this meeting. He replaced John Sechler who resigned from the board.

New Board Staff Employee

Barbara Kizer introduced and welcomed the new Administrative Assistant, Stacey Hillhouse.

Year to Date Quarterly Financials:

Lisa Moore presented the Quarterly Financials to the board. Dave Van Buskirk motioned to receive financials. Kelly Kea-Carroll seconded the motion. The board voted unanimously to receive the financials.

Operations Committee Recommendations:

Kelli Kea-Carroll reported that the Operation Committee met on January 18, 2024 to consider adding two (2) new programs to the Eligible Training Provider List.

Two (2) New Programs with Lawrenceburg Technical College:

Shania Shrum, one of the owners with Lawrenceburg Technical College (formerly Career Beauty College) presented two (2) new programs Cosmetology and Manicuring. Shania stated two (2) out of the three (3) owners have their cosmetology and manicuring license. Their goal is for their students to be the best stylist and manicurist when they leave the school. The Cosmetology Program consists of one (1) to two (2) years and after the program is completed, students will be licensed to do all things beauty. The program is 50 weeks full time, 63 weeks part time days, 71 weeks part time evenings, total cost for Cosmetology is \$13,350. The Manicuring Program is 1 year, 600-hour program, total cost is \$6,900. Hardin Franklin made a motion to approve the Cosmetology Program. Stacey Shedd seconded. The board voted unanimously to approve this program. Sara Williams motion to approve the Manicuring Program. Dave Van Buskirk seconded. The board voted unanimously to approve this program.

Seven (7) Programs for Continuance:

Columbia State Community College

- Pre-Apprentice Line Worker-consists of 7 weeks, total cost \$4,750. Selina Moore made a motion to approve Line Worker. Rob Mitchell seconded. The board voted unanimously to approve this program.

Tennessee College of Applied Technology at Hohenwald

- Building Construction Technology-duration 20 months, total cost \$7,364. Sara Williams made a motion to approve Building Construction Technology. Rob Mitchell seconded. The board voted unanimously to approve this program.
- Aesthetic Technology-duration 864 hours, total cost \$4,545.99. Dave Van Buskirk made a motion to approve Aesthetic Technology. Linda Fisher seconded. The board voted unanimously to approve this program.
- Computer Aided Design Technology-duration 16 months, total cost \$6,519.28. Roxanne Patton made a motion to approve Computer Aided Design Technology. Rob Mitchell seconded. The board voted unanimously to approve this program.
- Emergency Medical Technology-duration 8 months, total cost \$4,182. Sara Williams made a motion to approve Emergency Medical Technology. Selina Moore seconded. The board voted unanimously to approve this program.
- Criminal Justice- Correctional Officer -duration 34 weeks, total \$3,296. Dave Van Buskirk made a motion to approve Criminal Justice-Correctional Officer. Rob Mitchell seconded. The board voted unanimously to approve this program.
- Truck Driving-duration 6 weeks, total cost \$1,627. Dave Van Buskirk made a motion to approve Truck Driving. Selina Moore seconded. The board voted unanimously to approve this program.

VR Update:

Linda Fisher, Holly Thompson, and Trish Farmer gave an update on the VR program. Holly Thompson reported that VR's referral goal is 470 and currently they are at 276, applications goal is 360, currently at 140 and closure's goal is 120, currently at 40. The need is for partners and businesses to hire their clients. Linda Fisher reported that she has 5 teams in Centerville, Columbia, Shelbyville, Manchester, and Winchester that cover all of Southern Middle counties, the same as the Southern Middle Workforce Board. VR is community-based working with the local community partners, businesses, chambers, job shadowing, community-based learning. VR, as a unit, is working on a mobile research job fair for Perry, Wayne and Lewis Counties. Manchester is doing a community resource fair and Shelbyville is working with Tony Rice Center. Trish Farmer has two staff (Columbia and Shelbyville) in SM area that work with chambers, Manufacturers Association, TCATs, businesses to place VR customers.

Business Engagement Plan:

Angely Salamy, Tennessee Department of Labor, TOSS Unit presented the Business Engagement Plan. Rolling out the Business Engagement Plan which is thinking about how we engage with businesses. Built on seven (7) pillars of success described in the plan. Training and development for staff and developing a business cycle tool kit, etc.

WIOA Program Director's Report:

Barbara Kizer updated on the Local and Regional Plans that have to be done every four (4) years. Barbara asked that all partners submit information for their part of the plans.

Summer Youth Employment Program has \$1,000,000 to utilize July, 2023 through August, 2024. Our goal is 282 youth and to date we have enrolled 166 youths.

Quest-NDWG-awarded just under \$1,700,000 and SM is just getting it kicked off. This is a three (3) year grant. This grant pays the wages.

WIOA was awarded a \$250,000 Consolidated Business Grant. SM is working to find training needs from businesses for Incumbent Worker Training.

Apprenticeship grant-all funding is obligated just gathering paperwork to process.

SM received grant funding for the 3-reentry pilot counties which are: Franklin, Maury, and Wayne County. Training has started for incarcerated individuals.

Business Service Update:

Regina Locker updated on Summer Youth Employment Program eligibility. She discussed that Flyers are available for anyone interested. Business Service Team is meeting with businesses if interested in Incumbent Worker Training and explaining the scoring sheet as a new part of that grant. Also, attending job fairs, chamber meetings, ECD meetings, and meet with businesses to discuss the WIOA grant funding that is currently available.

Dashboard:

OSO, Liz Gallagher, presented the Board with the WIOA Dashboard. Traffic counts remained about the same from last quarter. Liz explained the change in the numbers on the Dashboard, as participants are

going in and out of the programs. Credential attainment was 87 for the year which is very good. She gave an update on participation in each program. Liz reported the MPCR rate is 43.98%.

Old Business:


No old business was discussed.

New Business:

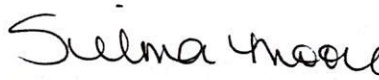
No new business was discussed.

Adjournment:

Dave Van Buskirk motioned to adjourn the meeting. Rob Mitchell seconded. The board voted unanimously to adjourn. The meeting was adjourned at 12:06 pm.



Mark Short, Chair



Selina Moore, Secretary