

**LOCAL WORKFORCE DEVELOPMENT AREA TEN
SOUTH CENTRAL TENNESSEE WORKFORCE DEVELOPMENT BOARD
WORKFORCE DEVELOPMENT AND CONFERENCE CENTER AT NORTHFIELD
SPRING HILL, TENNESSEE**

October 18, 2017

MINUTES

A meeting of the South Central Tennessee Workforce Development Board was held on October 18, 2017 at 11:30 a.m. at the Workforce Development and Conference Center at Northfield in Spring Hill, TN. Members present were as follows:

Tony Beyer	Lucas Burt	Mike Herron	Beth Keaton
Victor Lay	Sue MacArthur	Jennifer McDonald	Selina Moore
Pame Moore-Morrow	Gary Parsons	Rena Purdy	David Richardson

Keith Durham, Diana Hague, Robby Moore, Kathy Pigg, and Dr. Janet Smith submitted proxies.

Guests in attendance were Rupa DeLoach, Wil Evans, Lucas Gray, Wendi Jones, and Heather Skelton.

Staff in attendance was:

Jane Akinsanya	Dwight Fox	Tonja Garrett	Patricia Lymon
Rick Molder	Marcey Taylor	Stephen Webb	

Rick Molder recognized the following individuals for outstanding service: Cookie Tankersley, Project Learn Adult Education Instructor, Josh Hatcher, former youth intern and Trent Ogilvie, former board member and Youth Council chairperson. Ms. Tankersley was honored since she received "Teacher of the Month Award" for August, 2017 by the state adult education director. Josh Hatcher, a student at University of Memphis was recognized by the board as he is working at FedEx Institute of Technology in Memphis. Trent Ogilvie was recognized for his service as Youth Council Chairperson for 4 years on the local board.

Rupa DeLoach, Economic Development Manager, with the Maury County Chamber and Economic Alliance, gave a presentation entitled, "The Rising Tide of the Millennial Workforce". Ms. DeLoach provided statistical information about the impact millennial generation has on the workforce. Discussion was held.

Sue MacArthur, Chairman of the One Stop Operations Committee, was called upon to chair the meeting. The meeting was called to order at 12:40 p.m. and the minutes from the July 17, 2017 meeting were approved as written.

Jan McKeel recently retired as Executive Director of the South Central Tennessee Workforce Board, but will be working on a part-time basis as President of South Central Tennessee Workforce Alliance. Upon recommendation of the Executive Committee, Ms. MacArthur asked for a motion to approve Rick Molder as Interim Director of the South Central Tennessee Workforce Board with appropriate increase in salary. Tony Beyer made the motion to approve Mr. Molder as Interim Director with appropriate increase in salary. Victor Lay seconded the motion. The motion was passed.

Mr. Molder briefly reviewed and discussed the request of the Columbia State Community College Phlebotomy Tech Certification program cost increase. Mr. Molder stated that any eligible training provider that increases its program cost by 25%, the information must be presented to the Board for approval or rejection. Discussion followed. Ms. MacArthur asked for a motion approve the

Columbia State Community College Phlebotomy Tech Certification program increase. Beth Keaton made the motion. Gary Parsons seconded the motion. The motion was passed.

Discussion was held regarding request for proposal for the Jail Program. Ms. MacArthur asked for a motion to approve staff to start the process for a Request for Proposal (RFP) for the Jail Program in other counties. Pame Moore-Morrow made the motion to approve. David Richardson seconded the motion. The motion was passed.

The following policies were reviewed and approved in committees and presented to the Board for approval by consent:

Policy 00-03 Youth Incentive
Policy 00-05 Self-Sufficiency
Policy 00-06 On-the-Job Training
Policy 00-07 Participant Support
Policy 00-10 Paid Internship
Policy 00-12 Minimum Participant Cost Rate
Policy 00-13 Board Access

Mr. Molder mentioned that the One Stop Operations Committee asked board staff to make recommendations concerning the definitions for “chronic unemployed” and “inconsistent work history” for Policy 00-10 Paid Internship addition. He said this was sent to Operations Committee for approval.

Ms. MacArthur asked for a motion to approve the policies presented by consent. Mr. Lay made the motion. Selina Moore seconded the motion. The motion was passed.

Lucas Gray, Career Advisor with the South Central Tennessee Development District, briefly reviewed and discussed the One Stop Operator Dashboard report. Discussion followed concerning why Hickman, Lewis, Perry and Wayne counties no longer had American Job Centers and money and full time staff were reasons given. Minimum participation cost rate was shared as 40% of allocation must now be spent on participant training or support, not on infrastructure costs. Mr. Molder did share that an application would be sent to Tennessee Department of Labor and Workforce Development for American Job Center Affiliate certification for Lewis County and Access sites for Hickman, Perry and Wayne counties.

The following Director’s Update was given:

- Local Workforce Development Board Self-Assessment. Mr. Molder briefly reviewed the Local Workforce Development Board Self-Assessment and mentioned that this will be reviewed by board staff to bring suggestions back at next meeting.
- Internal Monitoring schedule was shared.
- General Motors Update. Mike Herron talked about the upcoming GM layoff that will effect approximately 685 permanent, temporary, and salary employees by November 27th. In addition, Mr. Herron talked about other products General Motors is developing.

Victor Lay briefly talked about the City of Spring Hill’s efforts in purchasing the Northfield building.

Dwight Fox, Director, South Central Tennessee Reconnect Community, invited everyone to the event, “Ready, Set, #BeAGood Stat: Lifelong Learning, Inside & Outside the Classroom”, on November 16th at Columbia State Community College. Tennessee Higher Education Commission Chairman Mike Krause will be speak and moderate this event.

Mr. Molder briefly talked about the committees of the local board and shared leadership roles for each:

Youth Committee Chair	Beth Keaton
Youth Committee Vice-Chair	Kathy Pigg
One Stop Operations Chair	Sue MacArthur
One Stop Operations Vice-Chair	Selina Moore
Disability Services and Opportunities Chair	Diana Hague
Disability Services and Opportunities Vice-Chair	David Richardson

The agenda was available in large print, as well as the presentation on millennials on Facebook live.

Announcements:

- Breakfast Brainstorm Session November 8, 2017 – Waynesboro, TN
- Breakfast Brainstorm Session December 13, 2017 – Lawrenceburg, TN
- Workforce Board Meeting January 17, 2018 – Spring Hill, TN

The meeting adjourned at 1:37 p.m.