

**LOCAL WORKFORCE DEVELOPMENT AREA TEN  
SOUTH CENTRAL TENNESSEE WORKFORCE DEVELOPMENT BOARD  
WORKFORCE DEVELOPMENT AND CONFERENCE CENTER AT NORTHFIELD  
SPRING HILL, TENNESSEE  
January 31, 2018  
MINUTES**

A meeting of the South Central Tennessee Workforce Development Board was held on January 31, 2018 at 11:30 a.m. at the Workforce Development and Conference Center at Northfield in Spring Hill, TN. Members present were as follows:

Troy Abridge	Tony Beyer	Lucas Burt	Keith Durham
Hardin Franklin	Diana Hague	Mike Herron	Brent Hinson
Beth Keaton	Victor Lay	Jennifer McDonald	Pame Moore-Morrow
Gary Parsons	Rena Purdy	Dr. Janet Smith	Kevin Vaughn

Guests in attendance were:

Tomeka Bailey	Dr. Lori Brown	Rupa DeLoach	Taimeya Ellis
Tanya Henze	Wendi Jones	Ashley Leonard	Mayor Joe Boyd Liggett
Maxine Marczak	Shelia Marczak	Johnathan Michael	Lisa Moore
Mehran Mostajir	David Williamson	Drew Williamson	Kellie Williamson

Staff in attendance was:

Jane Akinsanya	Joe Beard	Dwight Fox	Tonja Garrett
Patricia Lymon	Jan McKeel	Rick Molder	Wendy Shelton
Marcey Taylor	Stephen Webb		

Recognition was given to the following programs:

- LEAP 2.0 Mechatronics Alignment Program (MAC Pro) is a collaboration between the South Central Tennessee Workforce Alliance, Columbia State Community College, Maury County Schools, and various local businesses. The program allows students to gain college credit in Advanced Integrated Industrial Technology (AiiT) while being enrolled in the two-phase mechatronics program in high school. Representatives of the program in attendance were Johnathan Michael, Instructor at Columbia Central High School, Mehran Mostajir, Instructor at Columbia State Community College, Dr. Lori Brown, CTE Director with Maury County Schools, and students, Maxine Marczak, Ashely Leonard, Tamiya Ellis, and Drew Williamson
- Youth Cohort Challenge. South Central Tennessee Workforce Alliance was one of eight programs selected out of 85 programs in the nation by the US Department of Labor. The challenge focuses on out of school jail youth in Maury County. Team members include Bucky Rowland, Maury County Sheriff, Krissy Nimblet, Chaplain for Rise Up Tennessee and part time Adult Education Instructor, Wendy Shelton, Youth Coordinator for LDWA 10, Suzy Pruitt-O'Daniel, and Officer Gerald Fahey, Maury County Jail.

Rick Molder, Executive Director, recognized new board members, Troy Akridge, Hardin Franklin, Kevin Vaughn, and Will Wilson.

Minutes from the October 18, 2017 Board Meeting were approved as written.

The Eligible Training Provider Programs proposed submitted by Columbia State Community College for a revised ending dates of December 13, 2019 was briefly reviewed and discussed. The revised ending dates were approved by the Executive Committee. Discussion followed. Keith Durham, Chairman, asked for a motion to approve the revised ending dates of the Eligible Training Provider Programs. Mike Herron made the motion to approve. Beth Keaton seconded the motion. Dr. Janet Smith abstained. The motion was passed.

The following items were presented for approval by consent:

- Policy 00-06 On-the-Job Training and Policy 00-11 Incumbent Worker were briefly discussed. The policies were revised to include the language with WIOA law and state requirements.
- Policy 00-16 through Policies 00-36:

00-16 Youth Eligibility	00-27 Interlocal Agreements Policy
00-17 Grievance and Complaint Resolution	00-28 Entity Serving as Local Board Staff
00-18 Conflict of Interest	00-29 Monitoring
00-19 Conflict of Interest (Service Delivery)	00-30 Partnership Agreement
00-20 Transitional Regional Policy	00-31 Property Management
00-21 AJC Initial Assessment Policy	00-32 Audit Priority of Service
00-22 Verifying Identify and Employment Eligibility Policy	00-33 Co-enrollment of AJC Customer
00-23 One Stop Certification Policy	00-34 Roles and Responsibilities of Chief Local Elected Officials
00-24 Incumbent Worker Training/Work-Based Training Policy	00-35 WIOA/Memorandum of Understanding (MOU)/One-Stop Service Delivery and Infrastructure Funding Agreement
00-25 Local Governance Policy	00-36 Veterans and Eligible Spouse Priority of Service
00-26 Electronic Case Files Policy	

Discussion followed. Board members were made aware that the policies are also on the website. Mr. Durham asked for a motion to approve by consent the changes to the policies presented. Victor Lay made the motion to approve all changes and the adoption of new policies. Gary Parson seconded the motion. The motion was approved by consent.

Rupa DeLoach, Economic Development Manager, with the Maury County Chamber and Economic Alliance, gave a presentation entitled, "Population Growth, Segmentation, and the Workforce". Discussion was held.

Tanya Henze, One Stop Operator with the South Central Tennessee Development District, briefly reviewed and discussed the Workforce Board Dashboard Report.

It was mentioned that the City of Spring Hill had purchased the Workforce Development and Conference Center at Northfield. SCTWA will continue to operate Northfield until June 30, 2018.

Mike Herron gave a brief update on activities with GM Manufacturing in Spring Hill.

The remaining information items were deferred to committee members to review at their convenience.

Announcements:

- Breakfast Brainstorm Session February 14, 2018 – Columbia, TN
- Breakfast Brainstorm Session March 14, 2018 – site to be determined
- Workforce Board Meeting April 18, 2018 – Spring Hill, TN

The meeting adjourned at 1:49 p.m.