

**LOCAL WORKFORCE INVESTMENT AREA TEN
SOUTH CENTRAL TENNESSEE WORKFORCE BOARD
SOUTH CENTRAL TENNESSEE CAREER CENTER
JANUARY 14, 2004
MINUTES**

A meeting of the South Central Tennessee Workforce Board was held on January 14, 2004 at 11:30 a.m. at the South Central Tennessee Career Center Lewis County Office, Hohenwald, Tennessee. Members present were as follows:

Rick Alexander	Robert Barnes	Barbara Beltz	Rick Brewer
Hurshell Clay	Jimmy Copley	Guy Derryberry	James Dixon
Tommy Floyd	Rebecca Hawkins	Beth Keaton	Sam Kennedy
William Kirk	Robby Moore	Pamela Morris	Sam Outlaw
Linda Rochell	Jim Sloan	Rick Sykes	

Kathy Pigg, John Rawe, Randy Short, John Stephens, and Joe Max Williams submitted their proxies. Guests present included Kip Reel, Garry Craig, Wynter Warren, Lois Stone, Denise Allen, Tim Tabor, Terri Sharp, and Marvin Sandrell. Staff present included Jan McKeel, Rick Molder, Coleen Bidwell, Sheryl Jordan, Elaine Newcomb, Joe Beard, Brenda Sewell, Vivian Cathey, Darrell Sharp, Terry Bunch, Dean Dickey, Nancy Townsend, and Patricia Lymon.

Rick Alexander welcomed everyone to the meeting.

Terry Bunch, Coordinator for Employer Relations and Communities Tomorrow was the guest speaker.

Terry Bunch presented the Employer Recognition Award to Fisher Company – Team Linden of Linden, Tennessee. Tim Tabor, Plant Manager and Terri Sharp, Human Resource Manager accepted the award. The Fisher Company makes seating mechanisms for the auto industry. This fall, the Lewis County Career Center worked with Fisher in taking over 300 applications and administering Key Train Assessments. Through this process, 14 new positions were filled.

Darrell Sharp deferred to Garry Craig with the Lewis County School System to present the Youth Recognition Award to Wynter Warren. Mr. Craig stated that Ms. Warren is a student in the WIA sponsored youth program at Lewis County Middle School. He said that the staff chose Ms. Warren to be recognized and that the program has helped Ms. Warren with subjects such as English, Reading and Spelling.

Jan McKeel presented the Partnership Recognition Award to the Even Start Program. Denise Allen with the Lewis County Even Start Program accepted the award. Ms. Allen stated this program is funded by a federal grant and is a Family Literacy program. The center assists both parents and children with literacy development. The Career Center in Lewis County provides basic skill instruction to the mothers while their children are in the preschool program. The Even Start Program also received the Above and Beyond Award at the 2003 Youth Summit. The meeting was called to order at 12:25 p.m.

The minutes from the October 8, 2003 meeting was approved by consent of the Board.

Rick Alexander deferred to Guy Derryberry to give a brief report on the 2003 National Conference: "Tools for Communities that Work" which he attended in Milwaukee, Wisconsin.

Mr. Alexander reported that Guy Derryberry and Marvin Sandrell were appointed by the Governor to the State Workforce Board and that Mr. Sandrell has been appointed to the South Central Tennessee Workforce Board.

Information on the Welding Class and Advanced Industrial Manufacturing at the Tennessee Technology Center at Pulaski were discussed. The Executive Committee approved the Welding Class at \$5,000.00 per participant or less and denied any other program costs over the \$5,000.00 per student limit.

Sheryl Jordan introduced Nancy Townsend as the National Emergency Grant Project Manager. Ms. Townsend was hired to work with individuals laid off from Oakwood Homes, Menesha, Angelica, and Arvin Meritor. These four companies were approved for assistance under the National Emergency Grant.

The change to the On the Job Training Policy 00-06 was reviewed. The Executive Committee recommended approval of the following revised paragraph:

12. On-the Job Training payments to employers as governed by the following:

- a. Except when the employer has good cause related to the trainee's work performance, the employer shall, upon completion of the training contract, retain the employee with wages, benefits and working conditions at least equivalent to the level which existed under the contract. An employer who has five or more slots may violate this requirement by failing to continually employ a majority (50%) of those individuals after the completion of training, for a period not less than six months, with wages and benefits at the same level as similarly situated employees. If this requirement is not met, the board will not contract with this employer again.

The Workforce Board approved the Executive Committee's recommendation. Mr. Alexander stated that all in favor.

Ms. McKeel invited board members to attend the National Association of Workforce Boards Conference Forum 2004.

The new committee structure form was distributed and discussed. Mr. Alexander announced the new committee structure included the following three committees: Daily Operations Committee, P-16 Education Council, and the Strategic Planning Committee. Mr. Alexander asked that each member complete the form by indicating their first and second choice for the committee on which they would like to serve.

Mr. Alexander deferred to Jim Sloan to go over the agenda items from the Daily Operations Committee. The Fiscal Report, Board Attendance, Adult Update, Youth Update, and Monitoring Update were briefly reviewed.

Sheryl Jordan distributed and reviewed a revised On-the-Job Training report.

The Training Program Wage Comparison report was reviewed and discussed.

The following announcement was made:

- February 6, 2004 at 12:30 p.m. – the Automotive Technology program at Mt. Pleasant High School will have an open house for employers to showcase the unique learning opportunities that adults and high school students are participating in.

The meeting was adjourned at 1:30 p.m.