

Southern Middle TN Local Workforce Development Board
South Central TN Development District
In-Office/ Zoom Meeting
July 22, 2021 at 10:00 AM

The meeting of the Southern Middle TN Workforce Development Board was held in person at the South Central TN Development District office located in Mt. Pleasant, TN and virtually through the Zoom application on July 22, 2021 at 10:00 AM.

Those in attendance were: Jane Herron, Robby Moore, Lynn Trull, Stacey Shedd, Hardin Franklin, Sara Williams, Mark Short, John Sechler, Sonya Faye Buckingham, Linda Maddox, Rob Mitchell, Tracy Whitehead, Pam Furlong, Christine Chapman, Roxanne Patton, Selina Moore, Will Johnson, Christine Hopkins

Absent: TJ Judge, Connie Sharp, Barbara Lamb-Grass, Matthew Boner.

Proxies: Brian Crabtree (proxy to Will Johnson), Chris Trull (proxy to Christine Hopkins), Kelli Kea-Carroll (proxy to Selina Moore).

A quorum is established and present.

Welcome/ Introductions:

Barbara Kizer, SCTDD WIOA Program Director, welcomed everyone to the meeting at 10:00 AM precisely. Mark Short, Board Chairman, called the meeting to order for the Southern Middle TN Local Workforce Development Board and asked everyone to introduce themselves to allow newly elected board members to get to know each other. Mr. Short directed Roberta Brazier to conduct a roll call for member attendance. Meeting participants were allowed to utilize the virtual meeting features by "raising their hand" or chat box feature. In person participants were allowed to state their presence verbally by saying "present" when their name was called. All participating members in person or virtually were allowed to voice concerns or ask questions during the meeting.

Review and Approval of Previous Minutes:

Board Chairman, Mark Short, explained that a packet of information containing the minutes from the Southern Middle TN Local Development Board meeting that was conducted on April 22, 2021 has been distributed to each member. Mr. Short requested that the members review the minutes and then sought the minutes approval. Stacey Shedd made a motion to approve the minutes with Christine Hopkins seconding that motion. The board voted with no opposition to approve and accept the previous minutes.

Proxy Approval and Welcoming of New Board Members:

Mark Short approved all the proxies received for the Local Workforce Development Board Meeting on July 22, 2021. Additionally, Mr. Short welcomed new board members: Chris Trull, Pam Furlong, and Sara Williams.

TCAT that they are strongly suggesting and highly recommending that the program include a toolset with the correct tools for the participants upon graduation. After adding up costs to make a complete toolset based on NATEF's regulations the program is in need of an increase of \$300 per student. The original program cost was \$3,500, but now will be \$3,800 due to tool prices. No comments or discussions were made by the attending board. Christine Hopkins motioned to accept this increase with Stacey Shedd seconding the motion. All voted with no opposition to approve and accept the price increase for the TCAT program.

Columbia State Community College's Phlebotomy Program Continuation

Michelle Barnett presented to the board about the already approved WIOA program based at Columbia State Community College. The phlebotomy program has been a successful program and Southern Middle has participants complete it. There are no changes to the program just seeking the board's approval for continuation. Christine Chapman made the motion with Christine Hopkins seconding the motion. The entirety of the board voted with no opposition to approve the continuation of the phlebotomy program.

Program Accountability Update:

Barbara Kizer presented to the board that the recent audit had no findings. The board congratulated Barbara and her team on their successful audit.

Business Service Representatives Update:

Regina Locker updated the board with the recent activities within the business service department. On June 17, 2021 they helped JC Ford conduct an open house in the Columbia area of Maury County. This company originates out of California and makes machinery that tortilla chips company need in order to produce their product. This company once hiring employees should open up around 210 jobs within the next projected 5 years. The business services team will assist JC Ford with a job fair once they're ready to hire employees. On July 14, 2021 TN Commissioner, Jeff McCord, came to the South Central Tennessee Development District to a workforce strategy meeting with local employers. The local employers were able to discuss concerns and points for the commissioner to think about and bring the issues to light in Nashville. This meeting along with their previous Business Service Team meeting has been very successful. The next meeting for the team will be open to all and held on August 11, 2021 at 10:00 AM. Christine Hopkins asked Selina Moore what steps are being taken to get funding to help economic growth within our 13 counties. This growth will allow employers the opportunity to open positions to help a large portion of our dislocated workers. Selina stated that a request has been sent in for an additional 1.2 million dollars of funding for dislocated workers. She also stated that she is working with the state and fiscal office to push for this additional funding to be approved.

WIOA Dashboard:

Jennifer Henry presented the Dashboard for the fiscal year, July 2020 to June 2021, to the board. She stated that the enrollment numbers were a total of 986 with 382 enrollees being new. 247 participants successfully received credentials. The youth working force which pays wages directly to the youth enrolled 217 over the years spending over a total of \$600,000. This is a success for the 13 counties economies by opening up spending opportunities for the youth while preparing them for the future workforce. The summer youth program also enrolled 76 youth this year.

2020/2021 Fiscal Update:

Lisa Moore presented the fiscal update for July 2020-June 2021 to the board members stating that some outstanding expenditures (*example: electricity bill*) will still be coming in shortly because they run a month behind. Mrs. Moore stated to the board that she was in need of receiving the financials. Mark Short asked for a motion to approve the financials as presented. Christine Chapman makes the motion with Rob Mitchell seconding her motion. The board voted with no opposition receiving the financials as they were.

Operations Committees Recommendations:

Selina Moore greeted everyone and presented to the board that the Operations Committee has three programs to review for approval. She introduced the first presenter, Terrance Cecil, to the board to describe the pros of adding his company to the ETPL list.

Ryan's Trucking Place

Terrance Cecil, CEO of Ryan's Trucking Place, presented his company to the board seeking approval to be added to the ETPL list. Mr. Cecil's trucking school was approved by THEC in May 2021. Mr. Cecil's goals with this school are to help participants be successful by starting a career to support their family, renew their licenses to continue their career in trucking, and even helping to lower the reincarceration rate by giving participants training and certification to start their career instead of continuing down a wrong path. Mr. Cecil was asked by a board member if his school was only for entry level drivers or for experienced drivers needing a license renewal to which Mr. Cecil stated that the FMCSA started requiring all drivers, entry level or renewing, to complete a trucking program for a license. This opens his school up for career opportunities for all skill levels of the truck drivers and helping supply employees to the high demand of truck drivers needing by companies statewide. A board member asked Mr. Cecil when the projection start day was for the school to which he replied next week, July 26-July30, is his goal for opening the first round of courses. He has two instructors ready to teach the 4-week program. He has only two instructors so that all his students that go through the program can work hands on and get the best training available before starting their career. This also will help ensure that all students have the right tools and preparation to succeed at their career safely and efficiently. Terrance has reached out to many companies and trucking schools for job outlook, financial information, and things to consider to expect in the future as the program grows. As of now he has reached out to four companies to work with them to network up deals so that his completed participants have opportunity for employment, even when at the entry level. Mr. Cecil has 2 trucks and trailers already purchased and looking to purchase one more truck that will be automatic so students will know automatic and manual truck driving which will remove restrictions from their license. Hardin Franklin motioned for approval for the school to be added to the ETPL list to which Rob Mitchell seconded the motion. The board voted with no opposition to approve and accept the new school onto the list.

Automotive Technology TCAT Program Cost Increase

The Automotive Technology program located at the Shelbyville, TN TCAT location had an increase of greater than 25%. Laura Monks presented to the board as to why this successful program that has been running for over 20 years is now in need of an increase. NATEF, the organization that provides the ASE certification for participants and faculty, recently had a meeting with TCAT. NATEF has made it aware to

Old and New Business:

There was no old business discussed.

New business that was discussed during the meeting was the mention of new TCAT opening on September 3, 2021 in Winchester, TN.

Adjournment:

Hardin Franklin updated meeting participants with the news of the UT Southern school being completed in Pulaski, TN. This is bringing growth to the region which can positively impact our region. Mark Short thanked all for coming asked for additional updates to which there was none. Stacey Shedd motioned to adjourn the meeting with Hardin Franklin seconding. All voted to adjourn. The board meeting adjourned precisely at 10:59 AM.



Mark Short, Chair



Kelli Kea-Carroll, Secretary