

ETLWDB Executive Committee Meeting
Wednesday 18 May 2022
12:30PM-1:30PM
Cisco WebEx

AGENDA

CHANGES TO THE AMERICAN JOB CENTER SERVICE DELIVERY NETWORK

- Close Loudon County Affiliate AJC effective 30 June 2022

- Remove WIOA Title I career services staff from Sevier County Comprehensive effective AJC 30 June 2022

- Relocate Blount County Comprehensive AJC effective no later than 1 September 2022

During PY 2022-2023, the Board will locate Specialized AJCs in each county that currently does not have an AJC (Monroe, Grainger, Jefferson, and Cocke) and Loudon County.

CONSIDERATION OF TWO POLICY REVISIONS

- Supportive Services Policy

- Paid Work Experience (WEX)

FUTURE ACTIONS BY THE EXECUTIVE COMMITTEE

- Approval of training programs for Eligible Training Provider List
 - TCAT Knoxville: Heavy Equipment Operator
 - TCAT Knoxville: Power Lineman
 - TCAT Oneida/Huntsville: Phlebotomy Technician

Minutes

Executive Committee Members attending: Boar Chair Martha Axford, Pete Barille, Sean Hensley, Gary Human, Julie Simpson

Executive Committee Members absent: Sam Alexander, Mike Raiford

ETLWDB Executive Director Bill Walker opened the meeting at 12:31PM by thanking the six Executive Committee member who participated in the virtual meeting and affirmed a quorum existed.

First Order of Business: **CHANGES TO THE AMERICAN JOB CENTER SERVICE DELIVERY NETWORK**

Director Walker open with an overview of the reasons that the Board needed to considered ceasing operation of Title I services in two of the eleven current American Job Centers: an affiliate AJC in Loudon County and a comprehensive AJC in Sevier county. Among these reasons were the following:

- Declining funds in PY 2022-2023 WIO Contracts presage a change in operations
- Reduced traffic counts at the Loudon AJC compared to historical
- Lack of leases at the both Loudon and Sevier eases shuttering both Centers
- The cluster of comprehensive AJCs in the middle counties of the sixteen-county ETLWDA creates unnecessary redundancy
- Establishment of AJC access points and Specialized AJC centers across the sixteen-county workforce development area will serve customers in areas that don't currently have AJC outlets
- Close proximity of several existing Centers to other Centers facilitates travel for customers in Loudon County to Blount County and Sevier County to Hamblen County

Director Walker provided an overview of funding for PY 2022-2023 and explained how closing two Centers could partially—and significantly—ameliorate the rescissions in funding. Committee member Simpson asked if Loudon and Sevier county mayors had been briefed; Director Walker replied that they had not. Mrs. Simpson stated that it was preferred that the county mayors be informed prior to the Committee voting, and a consensus of members agreed. A motion was made to table this issue until Director Walker could brief both county mayors.

Director Walker moved the discussion to the topic of relocating the location of the Blount County comprehensive AJC to the Blount County campus of Pellissippi State Community College. The existing Blount County AJC location is not only too small to accommodate an expanding clientele; it is also housed in an outdated building. It was noted that this new location is seventeen miles from the existing Loudon County AJC and could serve both Loudon and Blount County customers. Member Gary Human noted that he had misgivings about locating the current Blount County AJC in its current location on the day it opened many years ago. After brief discussion, Sean Hensley made a motion to approved the relocation of the Blount Center to PSTCC; Pete Barille seconded. Motion passed.

Director Walker asked ETLWDB chief programming officer Janice Cole to lead the discussion about agenda item two: **CONSIDERATION OF TWO POLICY REVISIONS**

Officer Cole introduced the revised Supportive Services policy; all members were supplied with a copy of the revised policy a week prior to this meeting. Officer Cole apprised members that the implementation of the WorkFirst! model of workforce services delivery embraced by both the ETLWDB and new WIOA

Title I career service contractor East Tennessee State University necessitated the revision of the existing policy. After a careful review of the revisions, Mrs. Simpson questioned the rationale for adopting a flat rate payment for customer travel rather than a per mile reimbursement of customer travel. Chief Cole explained the flat rate had been used in the past, it was more efficient in terms of paper work for both customers and career services staff, and that flat rate payment had passed earlier program accountability review (PAR). Mr. Barile made the motion to approve the draft policy without revisions, Mrs. Simpson seconded. Motion passed.

Office Cole presented the second policy revision: Paid Work Experience. She observed that this policy changed had been suggested by new (1 July 2022) WIOA Title I career services contractor East Tennessee State University. Existing WEX policy featured a tiered wage system; ETSU preferred a single wage rate of \$12.00/hr. for all WEX enrollees. Director Walker observed that with the tiered payment schedule, WEX enrollees sometimes entered the WEX experience earning more per hour than tenured workers working beside them do and sometimes completed the WEX experience only to be hired as a permanent employee at a lesser wage. After discussion, Mr. Hensley moved to adopt the policy; Mr. Barile seconded. Motion passed.

Director Walker asked ETLWDB chief performance and information officer Victor Oakley to lead the discussion about agenda item three: **FUTURE ACTIONS BY THE EXECUTIVE COMMITTEE.**

After discussion of the new applicants for inclusion on the ETPL, members agreed to review ETPL adoption information provided via email by Mr. Oakley and to reconvene virtually to vote on approval/denial of applicants. Director Walker asked if members felt comfortable with virtual voting on the cessation of WIOA Title I services in Loudon and Sevier—only after confirmation that the county mayors of Loudon and Sevier had been notified of impending shuttering of WIOA Title I services—simultaneously with the vote for ETPL adoption. Mr. Hensley made the motion to approve voting on AJC changes and ETPL adoption via Doodle polling after supplying members that mayors had been briefed. Mrs. Simpson seconded. Motion passed

Meeting was adjourned at 1:22PM