

East Tennessee Local Workforce Development  
Board Meeting Minutes  
Tuesday 27 July 2021  
ETHRA Office  
Knoxville, Tennessee

Present	Absent
Martha Axford	Paul Boyles
Sam Alexander	David Garcia
Pete Barile	Tonya Garrett
Jessica Belitz	Kevin Kilpatrick
Jimmy Brooks	Anthony Mountain
Joe Daughtery	Mark Palmer
Chris Griffey	Jerry Sexton
Sean Hensley	Jerry Slaven
Cindy Holt	J.J. Walker
Gary Human	
Michael Raiford	
Angie Respass	
Brian Shoffner	
Tanika Walthall	

The meeting was called to order at 6:07 p.m. EST. Director Walker thanked everyone for coming to the first in-person Board Meeting this year. Ms. Axford also welcomed the Board back and introduced Cindy Holt as the newest Board member. Director Walker introduced from Tennessee Department of Labor and Workforce Development, James Roberson, Justin Attkisson, Ben Passino, and Holly Free-Ollard.

Mr. Passino presented the Key Performance Indicators power point. He discussed the rationale for, intent of, and the impact and effect on Local Workforce Boards. Mr. Attkisson presented the Local Risk Assessment. He discussed the rational, intent, and expected outcomes of the Assessment. He stated that the assessment would be held harmless and it was strictly for improved service delivery and accountability/transparency. He also discussed the impact/effect on Local Boards.

Ms. Free-Ollard discussed the activities of the office of ApprenticeshipTN and the importance that apprenticeships were for reviving the Tennessee workforce. She discussed development of a talent pipeline for the trades. To end the State's presentation, Mr. Roberson discussed services from <https://www.tnworkready.com> were also presented. The services include Jobs4tn, Find an AJC, Virtual AJC, Apprenticeship TN, Coursera, and Adult Education.

Board members Pete Barille and Chris Griffey stressed the importance of people being able to work with their hands in production settings. Bryan Shoffner along with many Board members find that potential employees need soft skills training to be able to find success in a working situation. Ms. Free-Ollard discussed Pre-Apprenticeships for youth to gain soft skills and knowledge. She also said that in Tennessee production floor work can be carried out by 16 year old youths in an Registered Apprenticeship program.

Jennifer Eppley presented the One-Stop Administrator report. She discussed both in-person and virtual job fairs, customer service numbers, and different programs that the comprehensive centers have

running. The target numbers, enrollment and Key Performance Indicators, are being met and some exceeded the expected percentage.

Victor Oakley discussed the Training Provider List. There were 344 renewals and 13 new programs. The Executive Committee recommended to the full Board that the 344 existing programs minus the certificate-only programs be approved. They are still considering the 13 new programs. The full Board approved the recommendation of the Executive Committee.

In the 2020-2021 program year, Director Walker announced to the Board that the East Area was the only one of nine local workforce areas to meet/exceed all 16 of its Federal Negotiated Performance Metrics. The East is the number one LWDA in the state in terms of performance according to the Director.

Tonya Randolph presented the Consolidated Business Grant numbers. From the CARES Act \$183,389.85 was spent on 13 Incumbent Worker Training grants in 8 of the 16 counties. In formula funds the total spent was 344,981.50. This fiscal year, beginning July 1, we have 14 contracts in 8 counties.

Kristy Jensen reported on 15 new access points are being added in addition to the AJC's and access points. We will soon have an access point in every county that we serve. We are planning two specialized American Job Centers to serve justice involved individuals: one in the Morgan County Correction Complex—a 2300-bed maximum security prison operated by the Tennessee Department of Corrections—and another in the Knox County Detention Center.

For the 2021-2022 Program year, Director Walker announced

- that we will secure, through a Requests for Proposals process, 1) career services provider(s) and 2) a One-Stop Operator.
- Local and Regional plans are due in late spring 2022
- a 2021 Summer Youth Work-Based learning program for 93 in-school and out-of-school adolescents
- a Tech upgrade for the American Job Centers, spending \$250,000.00 on new computers.

The Board meeting schedule for PY 2021-2022 was discussed. The October 12, 2021 date had schedule conflicts and will be changed using a Doodle Poll. Other potential dates during PY 2021-2022 include January 11, 2022, and the April 12, 2022.

Ms. Axford called for comments. There were no comments. A motion was made by Joe Daugherty to adjourn. Gary Human seconded the motion. The motion passed and the meeting was adjourned at 8:12 p.m. EST.