East Tennessee Local Workforce Development

Board Meeting Minutes

Tuesday September 18, 2018

Pellissippi State Community College

J.L. Goins Administration Building

**PRESENT**

Martha Axford

Pete Barile

Paul Boyles

Chris Griffey

Sean Hensley

Gary Human

Kevin Kilpatrick

Michael Raiford

Mike Slaven

Terri Stansberry

Johanna Starrett

Pam Stubbs

J.J. Walker

**ABSENT**

Glen Adams

Sam Alexander

Pam Beck

Jessica Belitz

Timothy Blakely

Darlene Ely

Sherry Frost

David Garcia

Angie Respess

Jerry Sexton

Keith Simpson

Steve Wolfe

The meeting was called to order by Martha Axford at 6:04 p.m. September 2018

Ms. Axford welcomed everyone. She asked Board members for self-introductions. She also requested that board meetings not be held at the Pellissippi site in the future. She asked for suggestions for alternate meeting locations.

Minutes for the August 23, 2018 were up for discussion and approval. There was one correction noted, J.J. Walker and Chris Griffey were in attendance. Gary Human made the motion for approval of minutes, seconded by Chris Griffey. The motion passed.

Dr. Debbie Petree gave her final report on services provided by TCAT of Jacksboro and TCAT of Oneida.

Bill Walker gave the list of top ten up-dates for the Board.

1. One million dollars secured for transitional funding
2. The new budget for the 16 county area would be between 8 or 9 million dollars.
3. The Board was certified by the state as of 3:00 p.m. on September 18, 2018.
4. There are currently 12 AJC’s in the new 16 county area
5. 550 Thousand dollars in IWT consolidated business grants
6. Looking at the submitted proposals, 2 for One Stop Operator, and 6 for Service Provider
7. Partnership with TDOC, and TCAT Oneida to provide services and vocational instruction for a new 300 bed work release facility at the Morgan County Correctional Complex.
8. Hiring new people for Staff to Board.
9. Par Review had one finding in LWDA #4, and that was out-of-school youth work experience
10. Need to do list
11. Board members to counties
12. MOU with AJC Partners
13. Approve new Eligible Training Providers list
14. Adoption of Board policies
15. Compliance review by State Workforce Board

The new Board has to be comprised of 51% business, 20% labor, 1% Post- secondary members and the last 28% other Government entities.

Teleconferencing for later Board meetings can be done from Knoxville and/or Morristown to accommodate Board Members. Kim Harris mentioned that the local community colleges also have the Zoom services available for the Board to meet remotely. Bill Walker also told Board members that he should have the new budget by December 2018 for their approval.

Questions and an approval of the Partnership Agreement was called for. There were no questions and a motion was made by Pete Barile to accept the agreement and was seconded by Sean Hensley. The motion passed.

Questions an approval of the By-laws for the Board was made. There were several questions. Mike Raiford asked if the Board or Mayors selected board members. J.J. Walker asked which entity had more to do with providing services. Chris Griffey asked about how many votes were needed to amend the by-laws. J.J. Walker asked about proxy voting, who had to be notified if voting by proxy, and how many times a year that could be done. A question about quorum was also asked. The motion to approve the by-laws was made by Michael Raiford, and seconded by Sean Hensley. The motion passed.

Martha Axley passed out questionnaires for standing committees for the Board. She called for volunteers. An operations committee, oversight committee, and executive committee has to be formed.

The next matter for discussion and vote was the selection of the One Stop Operator and Service Provider. In the August 23rd board meeting the motion for putting an out RFP for bids was passed and the RFP went out on August 24th. The bids were procured by the Anderson County Government office and picked up by Bill Walker after bidding closed. The names of the bidders were given blind numbers for review. The reviewers consisted of a Board member, Director of Finance, Executive Director of a different Workforce Board, A WIOA accountant, and a state employee who is a site lead for an AJC.

The scores for each of the bidders were passed out to Board members and reviewed. Questions were called for before the vote. Pete Barile asked if the Service Provider could be split between two bidders. Bill Walker answered the question, Pete Barile understood, but disagreed. There was some discussion about what the One Stop Operator and the Service Provider does. There was also a discussion on if the highest scored bidder should be chosen.

The motion was called by Michael Raiford and seconded by Sean Hensley to choose the highest scored bidder to be both the One Stop Operator and the Service Provider. The motion passed. The highest rated bidder was The Mid Cumberland Human Resource Agency. They will be the new One Stop Operator and Service provider.

Representatives from The Mid Cumberland Human Resource Agency took a few minutes to address the Board members and audience. They will begin providing services October1, 2018. They do not plan to close any of the 12 American Job Centers or lay-off existing staff. They will also attend future Board meetings.

Martha Axley also asked the Board to vote on adding an additional person, Johanna Starrett to the Executive Committee. The motion was made by Gary Human and seconded by Paul Boyles. The motion passed.

The next Board meeting will be held on October 16, 2018 with the location to be determined. The motion to adjourn the meeting was made by Gary Human and seconded by Paul Boyles. The motion passed and the meeting adjourned.