East Tennessee Local Workforce Development

**Board Meeting Minutes**

9 April 2019

East Tennessee Human Resource Agency Administrative Office

Knoxville, Tennessee

 PRESENT

Jessica Belitz

Martha Axford

Johanna Starrett

Mike Raiford

Sean Hensley

Mike Slaven

Kevin Kilpatrick

Tonya Garrett

Darlene Ely

Angie Respess

Gary Human

David Garcia

Sam Alexander

ABSENT

Glen Adams

Keith Simpson

Sheri Frost

Pam Beck

Jerry Sexton

Pete Barile

Terri J. Stansford

Paul Boyles

Steve Wolfe

Timothy T. Blakely Jr.

Chris Griffey

J.J. Walker

The meeting was called to order at 6:00 p.m. by Martha Axford, 6 April 2019.

Ms. Axford welcomed everyone and asked for self- introductions.

Minutes for the October 16, 2019 were discussed and Sam Alexander made the motion for approval and Johanna Starrett seconded the motion. The motion to approve passed.

Bill Walker introduced a technical assistance presentation from Vocational Rehabilitation. Jeff Wyrick, Angie Respess, and Darlene Strassner were the presenters. They shared a power point presentation and success stories.

ETLWDA Updates

Rapid Response events and Consolidated Business Grants were discussed by Tonya Randolph. The amount of CBG’s written so far this year are $282,637.92. There is an additional $219,000.00 left for new grants. The trend for brick and mortar retail stores closing was discussed. Kim Harris asked what the turn-around time for application submittal and funded grant was. The answer was about three business days.

The ETLWDA Dashboard was presented by Victor Oakley. He discussed performance metrics. The big three performances measure are if the client enters employment in the second quarter or fourth quarter after exit and median earnings.

Bill Walker commented that our goal for median earnings is low, but in the other performance measures we have solid figures.

Kristy Jansen discussed the expansion of service delivery access points for people living in a county without an American Job Center. The Knox County Library is now an access point with trained personnel to help people access the jobs4tn website. Other future access points are being developed for Grainger County, Monroe, Sweetwater, and Madisonville. She is also developing a Youth Council. With the first meeting set for April 2019. She asked for representatives for Scott, Claiborne, Roane, Cocke, Loudon, and Union Counties. She is also seeking employers who are willing to hire youth participants.

Renee Meek presented the monitoring and financial report for our sixteen county area. The title I budget is spending fifty percent of allocations on client services.

Bill Walker presented the State of the Area Report. He discussed the three goals of Governor Lee, which are rural development, re-entry, and the GIVE program which offers vocations to high school students. Under rural development there are two distressed counties in ETLWDA: Morgan and Scott counties. There are an additional two counties at risk and they are Cocke and Claiborne. Bill discussed that WIA about putting people to work and WIOA is not only about putting people to work, but it is working with the “most needy people” and those with barriers to employment. Transportation in Rural counties is thought to be the biggest barrier to employment. Governor Lee wants a number of groups and organizations to come together and provide services to this population.

Contractor Updates

Jennifer Eppley, One Stop Operator reported that MCHRA held two quarterly cross training sessions with 100 AJC staff in attendance. She also shared job fairs that have been held and other services that are provided.

Joe Johnson provided the Board with a MCHA printed update, county high lights, and customer information. He also provided a staff listing for all sixteen counties and American Job Centers.

Committee Meetings

**Executive Committee** led by Bill Walker discussed and made recommendations to the full Board for Electronic Record Keeping. Members in attendance were, Sam Alexander, Martha Axford, Gary Human, Mike Raiford, and Johanna Starrett.

**Recommendation was passed by entire Board**

**Oversight Committee** led by Victor Oakley discussed and made recommendations to the full Board for Work Experience and Work-Based Learning. Members in attendance were, Jessica Belitz, Sean Hensley, and Angie Respess.

**Recommendations were passed by entire Board**

**Operations Committee** led by Tonya Randolph discussed and made recommendations to the full Board for Economic Self Suffiency, Access to Board Information, and Initial Assessment. Members in attendance were, Mike Slaven, Tonya Garrett, Kevin Kirkpatrick, Darlene Ely, and David Garcia.

**Recommendations was passed by the entire Board**

One Stop Operator and Career Service Provider Contract Extension was taken up and discussed by the Board. The Board decided to extend the Mid Cumberland’s Workforce Services contract until 30 June 2020. The motion was made by Gary Human and seconded by Sam Alexander. The motion passed.

The last item on the agenda was to set the Annual Board meeting. It was set for 13 August 2019 in a location to be determined at a later date.

The motion for adjournment was made by Sam Alexander and seconded by Gary Human. The motion passed and the meeting adjourned.