



Approved on
May 6, 2021

Northern Middle TN Workforce Board Innovation Committee
October 30, 2020
9:00 a.m. Virtual via Zoom
Workforce Essentials
523 Madison Street, Clarksville, Tennessee

Members Attending	Members Absent	Staff and Guest Attending
Seth Thurman	Jon Hunter	Marla Rye
Richie Brandon	Tony Adams	Andrea Dillard
John Alexander	Tylesha McCray	Renee Hollis
John Zobl	Dan Ryan	Ginger Fussell
		Freda Herndon
		John Watz
		Christel Brown

The Northern Middle Tennessee Workforce Board Innovation Committee met via Zoom on October 30, 2020. Roll call was taken with Seth Thurman, committee chair calling the meeting to order and announcing a quorum was present.

Seth called for approval of the minutes with John Alexander motioning and Ritchie seconding. With no other discussion the minutes were approved unanimously.

Marla then welcomed the group and discussed the overall agenda with its primary purpose of reviewing the Career Service Provider and One Stop Operator recommendations from the Third Party Administrator, Thomas P Miller. She also stated there would be needs for voting to approve new policies, and new eligible training providers. She stated that she had sent earlier additional information and details on a shared file and via zoom committee members nodded that they have received and reviewed.

Marla then turned it over to Renee who presented a new Board Policy on Credential Attainment, Youth Eligibility, Monitoring and Oversight, and Grievance and Complaint Resolution. She stated that these four new policies were required due to the state Board adopting these policies the previous quarter. The Credential Policy provided new definitions on credential documentation and we wanted to increase our credential attainment. With this policy we will get credit for academic completion and justification was sent to the state. The Youth Policy outlined the 5% exception as well as defining which qualifies a youth needing 'additional assistance'. The Youth policy defines poor attendance, chronic absenteeism and drop out prevention. This will aid us in serving youth with high absenteeism specifically in two schools in Davidson County. Again justification has already been sent to the state. The Monitoring and Oversight policy focuses on staff functions and processes to review sub-recipients and it is broken down by job title and defines staff responsibilities. It also includes an appeals process. The Grievance and Complaint

Policy describes staff roles and documentation procedures for customer complaints. It further defines procedures for discriminatory complaints. Renee stated that all policies reflect state policy and had been reviewed and vetted with the staff responsible for administering each policy. Seth asked for discussion and hearing none asked for a motion. John Alexander made a motion to approve, Ritchie seconded, without further discussion the vote occurred with unanimous approval.

Marla then gave an update as to AJC COVID actions and Cares Act review. She stated that all centers were open and that they were obeying local government guidance with the AJCs maintaining social distance and PPE Protocols. Temperature scanners were being installed in all centers. CARES Act funding was providing laptops and Ipads to over 750 people, primarily AE students as well as Title 1 students so they could attend virtual classes. Companies were also being reimbursed for COVID expenses with CARES Act funding through the United Way. There are 54 businesses who have applied for that funding. Funding must be spent by the end of December. There are 38 companies who have applied for IWT funding. In another grant, over 90 people with a National Emergency Grant were being served to help people get back to work. They are mostly providing PPE COVID cleaning assistance to other agencies primarily school systems across our region. All of these separate funding streams are happening simultaneously along with normal operations, COVID protocols and new service provider procurement. It is a very busy time.

Freda then presented the new updates to the Eligible Training Provider List. The list included only one new school which was a healthcare provider and the remaining courses had bright outlooks as well as providing industry recognized credentials that would help the area meet performance. However, there was one course from APSU that covered soft skills training without a credential. Discussion ensued as to whether the Board should approve schools and classes that do not lead to a credential. There may need to be a balance as to education and industry needs. There was no requirement at this time from the state that all providers award a credential. Marla, Freda as well as the Chair concluded that the Board should only approve those on this list that were bright outlook and lead to a credential. Seth asked for a motion to approve that statement and John made the motion and Ritchie seconding. With no further discussion the vote was for unanimous approval.

John Watz then reviewed the process the Board had been on with the Third Party Administrator (Thomas P Miller- TPM) to procure a new One Stop Operator (OSO) and Career Service Provider (CSP). TPM was procured in August. Working with Board staff they developed the scope of work and released a RFP mid- September via the internet and direct distribution to 117 companies. Questions and answers were posted and the RFP closed on October 16. Two proposals were received for OSO and five for CSP. TPM evaluated the proposals and due diligence was accomplished. The procurement recommendation was delivered to Marla on October 23. All proposals were very good, thus scores were close in most areas.

Marla began to summarize the TPM recommendation report specifically focusing on the scoring table. She reiterated that the scoring was close and went over the scoring matrix. TPM recommended that Mid Cumberland Human Resource Agency should be the One Stop Operator. Due to state policy, this eliminated MCHRA from any other bid. Firewall conflicts, and state policy ensures you cannot have the same agency perform OSO and CSP functions. EDSI was recommended to deliver Adult and Dislocated worker services in all counties. The Youth committee reviewed the proposals the day before and recommended that Metropolitan Action Commission (MAC) serve youth in Davidson County due to issues alluded to by Renee in her policy section. They wanted EDSI to perform Youth services in the other 12 counties. TPM scored Oasis and Eckerd lower due to some financial concerns. For full disclosure EDSI is a for profit company. The process truly reached out to a wide variety of companies to

bid. Marla stated she was comfortable with these recommendations. However, she was unsure if handoff may not all run smooth, that EDSI has not operated in TN before, we will need to keep a sharp monitoring eye on these providers, and specifically focus on the MPCR. The finance committee recommended 18 month contracts.

Seth then commented that this is putting some teeth in the contract and asked for a motion to approve the TPM recommendation. John made the motion and Ritchie seconded. Marla stated that the committee recommendation would go to the Executive Committee to be reviewed and voted on. With no further discussion, Seth asked for a vote and the vote passed unanimously.

Marla thanked the committee and stated there was no further business and with that Seth adjourned the meeting.