



APPROVED  
August 4, 2023

**Northern Middle Tennessee Workforce Board  
Special Populations Committee  
Meeting Minutes  
May 4, 2023, via Zoom at 1:00 p.m.**

<b>Members Attending</b>	<b>Members Absent</b>	<b>Staff &amp; Guests Attending</b>
Lynn Seifert	Corey Johns	Meagan Dobbins
George "Bo" Callis	Chris West	Andrea Dillard
Ginger Jarrett	James Harper	Sherry Maynard
Janine Wine (Proxy for Arrita Summers)		Marla Rye
John Alexander		Ginger Fussell
		Kim Rye

The Northern Middle Tennessee Workforce Special Populations Committee met via Zoom on May 4, 2023, at 1:00 p.m..

After a quorum was established, Lynn Seifert requested a motion to approve the minutes. John Alexander motioned, and Bo Callis seconded. With no further discussion, the minutes were approved.

**Career Service Providers**

Andrea Dillard began her report by updating the Board about the Career Service Providers' performance. EDSI met its Adult/Dislocated Worker enrollment goal but did not meet the youth enrollment goal. Andrea explained that they have a high number of cases that were carried over from the previous year and are consistently enrolling new participants, so their caseloads are higher than they should be. They were given an exit goal of 80% to relieve these high caseloads, but that goal isn't being met. While their staffing issue is improving, they now have new staff still in training and need to catch up on the case management work. The exited participants are placed in employment with the placement wage goal being exceeded. Meagan Dobbins, Performance Director, is working with them to identify participants that need to be exited.

MAC is the in-school and out-of-school youth contractor for the Davidson County Area. They did not meet their in-school youth goal this quarter but exceeded it last quarter, making their cumulative score passing. They exceeded their out-of-school youth goal for this quarter and last quarter. Compared to EDSI, MAC is doing a better job of exiting its participants, but they have not met its exit rate goal. This is easier for them to accomplish since they have fewer

participants and a smaller area to service. They have not met their positive placement rate. Andrea expressed that she felt MAC was on track to meet its goals.

Andrea then updated the committee about the three smaller youth contractors. Jobs for Tennessee Graduates serve in-school youth and have met their enrollment goals. Monroe Harding serves foster youth and has almost met their enrollment goal but not quite. They could possibly meet it by the end of their contract time. Liberty Station serves young people with disabilities and have not met their enrollment goals. Since the youth have disabilities, learning the skills to be placed at another worksite takes them longer. Liberty Station will probably not meet its exit goals. Marla then informed the committee that the youth program is taking an 18% (over \$543K) reduction in funds, so renewal of these contracts are in jeopardy. Bo Callis asked what is driving the reduction in funds and the total dollar reduction for all three new youth service providers. Marla explained that the USDOL dollars were down 4-5% for Adult & Youth, and 8% for Dislocated Worker. It was surprising that the state reduction was 18%. The state uses a formula for calculating allocated funds which considers the poverty level, plant closures, and such. The state may be holding money at their level, or Northern Middle has been economically sound, so they did not feel we needed as much funding. The combined reduction is over \$1.5M. There is some carryover funding that will assist with this reduction.

### **Federal Performance Measures**

Next, Andrea reviewed the WIOA Federal Reporting Score Card. Quarter 3 shows the estimated progress, and we are projected to pass all performance measures. The predictive report for Quarter 4 shows that all measures are passing except for Measurable Skills Gains. This measure is the only measure that is a live score. This score increases during the quarter as career advisors make additions. Andrea stated that she felt confident this score would rise to passing by the end of the fourth quarter. This performance year is going much better than the previous year.

### **Business and Industry Service**

Andrea went on to review the Incumbent Worker Training and Apprenticeship Training Grants. Across the area, we are working with 15 Incumbent Worker Employers and nine apprenticeships. Apprenticeships have a fund of \$194,415.00, and the entire amount has been obligated. \$300,000 has been awarded for Incumbent Worker Training, and approximately \$257K has been obligated.

### **Target Grants**

Marla informed the committee that the Adult Education Program had to bid on counties they planned to serve and were limited to six counties this year. We anticipate that we will be awarded the six counties we bid on, and we may also provide services to Houston County since no one has bid on it.

NCOA issued an RFP to provide 156 worksite agreements for older workers across 14 counties which don't align with the Northern Middle Workforce Area. Workforce Essentials submitted a proposal and should know by May 12 if it is awarded to us.

The state was awarded \$15M to provide a Summer Youth Employment Program. This will be done in two phases, and the purpose of this is to provide more work experience for young adults. They would work 25 hours per week for eight weeks. Northern Middle will submit a proposal to serve youth during both phases. Low-income and foster children will get priority for services. The career service providers will operate this program if it is awarded to us. Bo asked if we are set with participants to start in May. Marla responded that since we just got the guidance last week, we are still in the phase of gathering

participants since current participants are excluded from this program. Phase 1 will have a smaller amount of participants than Phase 2.

**Adjourn**

Marla reminded them that the next Board meeting would be on May 17, 2023, at Dell in Nashville. Lynn Seifert adjourned the committee meeting.