



Northern Middle Tennessee Local Workforce Development Area

Tennessee Department of Labor and Workforce Development
Office of Program Accountability Review
Subrecipient Monitoring Report | April 2020





April 3, 2020

The Honorable Anthony Holt
Mayor of Sumner County
Northern Middle Tennessee Local Workforce Development Area, CLEO
355 North Belvedere Dr., Room 102
Gallatin, Tennessee 37066

Marla W. Rye, Executive Director
Northern Middle Tennessee Local Workforce Development Board
Workforce Essentials, Inc., President
523 Madison Street, Suite A
Clarksville, TN 37040

Dear Mayor Holt and Ms. Rye,

Program Accountability Review (PAR) has completed its monitoring of Northern Middle Tennessee Local Workforce Development Area, which included activities by board staff, fiscal agent, one-stop operator, and career service provider. The Tennessee Department of Labor and Workforce Development (TDLWD) has grant agreements with Northern Middle TN Local Workforce Development Board. The monitored grants are listed at the end of the monitoring report. A copy of the monitoring report is attached.

Sincerely,

A handwritten signature in black ink that reads 'Christopher A. Risher'. The signature is written in a cursive style.

Christopher Risher
Director of Internal Audit

cc: Dr. Jeff McCord, Commissioner TDLWD
Deniece Thomas, TDLWD
Dr. Kenyatta Lovett, TDLWD
James Roberson, TDLWD
Jaylene Younge, TDLWD
Ivan Greenfield, TDLWD
Justin Attkisson, TDLWD
John Alexander, TDLWD
John Zobl, LWDB Chair
Comptroller of the Treasury, State of Tennessee

Executive Summary

On April 1, 2020, staff from the Tennessee Department of Labor and Workforce Development (TDLWD), Office of Program Accountability Review (PAR), completed an on-site review of Northern Middle Tennessee Local Workforce Development Area, which included activities by board staff, fiscal agent, one-stop operator, and career service provider. The Tennessee Department of Labor and Workforce Development (TDLWD) has grant agreements with Northern Middle Tennessee Local Workforce Development Board. Refer to the end of the report for a listing of the monitored grants.

Disclaimer

This report does not contain the results of participant program monitoring, including reviewing participant files for eligibility documentation and case management. These files were reviewed by staff in the Workforce Services Division and they will separately report their results. PAR did not review the participant files and, accordingly, does not express an opinion or any assurance regarding the participant eligibility documentation or case management.

Key Findings

- No findings of noncompliance are reported.

Northern Middle Tennessee Local Workforce Development Area

Introduction

On April 1, 2020, staff from PAR completed an on-site monitoring visit of Northern Middle Tennessee Local Workforce Development Area, which included activities by board staff, fiscal agent, one-stop operator, and career service provider. The Tennessee Department of Labor and Workforce Development (TDLWD) has grant agreements with Northern Middle Tennessee Local Workforce Development Board. Monitoring included a review of the grants with TDLWD. Refer to the end of the report for a listing of the monitored grants.

PAR conducted the monitoring review in accordance with the Department of General Services, Central Procurement Office, *Policy 2013-007, Grant Management and Subrecipient Monitoring Policy and Procedures*, Amended February 15, 2018.

Monitoring objectives were to:

- assess the reliability of internal controls,
- verify that program objectives are being met,
- verify that civil rights requirements are being met,
- test the reliability of the financial and programmatic reporting,
- test if costs and services are allowable and eligible, and
- verify grant compliance.

A monitoring review is substantially less in scope than an audit. PAR did not audit the financial statements and, accordingly, does not express an opinion or any assurance regarding the financial statements of Northern Middle Tennessee Local Workforce Development Board. Also, this report does not contain the results of participant program monitoring, including reviewing participant files for eligibility documentation and case management. These files were reviewed by staff in the Workforce Services Division and they will separately report their results. PAR did not review the participant files and, accordingly, does not express an opinion or any assurance regarding the participant eligibility documentation or case management.

Were any issues noted during the on-site review?

No findings of noncompliance or observations are noted in this report.

Which grants were monitored?

Service Provided	Grant Number	Grant Period	Grant Max. Liability
Adult	LWNMP171ADULT18	11/15/18-06/30/19	\$19,098.79
Adult	LWNMF181ADULT18	11/15/18-06/30/19	\$181,783.21
Adult	LWNMP181ADULT19	07/01/18-06/30/20	\$423,958.00
Adult	LWNMF191ADULT19	10/01/18-06/30/20	\$2,260,157.00
Adult	LWNMP191ADULT20	07/01/19-06/30/21	\$348,584.54
Adult	* LWNMF201ADULT20	10/01/19-06/30/21	\$1,858,337.50
Dislocated Worker	LWNMP171DSLWK18	11/15/18-06/30/19	\$193,474.52
Dislocated Worker	LWNMF181DSLWK18	11/15/18-06/30/19	\$1,378,989.75
Dislocated Worker	LWNMP181DSLWK19	07/01/18-06/30/20	\$591,689.00
Dislocated Worker	LWNMF191DSLWK19	10/01/18-06/30/20	\$2,813,518.00
Dislocated Worker	LWNMP191DSLWK20	07/01/19-06/30/21	\$592,840.29
Dislocated Worker	* LWNMF201DSLWK20	10/01/19-06/30/21	\$2,812,795.37
Youth	LWNMP171YOUTH18	11/15/18-06/30/19	\$660,522.00
Youth	LWNMP181YOUTH19	07/01/18-06/30/20	\$2,528,487.93
Youth	LWNMP191YOUTH20	04/01/19-06/30/21	\$2,351,514.97
Rapid Response	** LWNMF181SERSP18	11/15/18-06/30/19	\$65,200.00
Statewide Activities	** LWNMF181MNSWA18	11/15/18-6/30/20	\$7,244.00
Statewide Activities	LWNMP181CBSWA19	10/01/18-09/30/19	\$527,778.00
Statewide Activities	LWNMP181MNSWA19	10/01/18-09/30/19	\$27,777.00
Statewide Activities	* LWNMP181SESWA19	02/01/19-01/31/20	\$255,080.00
Statewide Activities	* LWNMP191MNSWA20	10/01/19-09/30/21	\$5,219.34
Statewide Activities	* LWNMP191RDSWA20	10/01/19-09/30/21	\$46,974.10
Re-employment Services & Eligibility Assessment	LWNMP181RESEA19	10/01/18-09/30/19	\$156,000.00
Re-employment Services & Eligibility Assessment	LWNMF191RESEA19	10/01/19-09/30/20	\$244,020.00
Wagner Peyser	LWNMP171WP32517	11/15/18-06/30/19	\$161,487.74
Apprenticeships	* LWNMP191NATAP20	09/15/19-06/30/20	\$33,333.00

Service Provided	Grant Number	Grant Period	Grant Max. Liability
National Dislocated Worker Grant	LWNMF191TEDWG19	10/01/18-09/30/20	\$3,100,019.00
National Dislocated Worker Grant	* LWNMF192TEDWG19	10/01/19-09/30/20	\$4,650,029.00
Infrastructure Funding Agreement	LWNMP181ESIFA19	10/01/18-06/30/19	\$513,298.68
Infrastructure Funding Agreement	LWNMP191ESIFA20	07/01/19-06/30/20	\$574,304.99

Figure 1. Listing of monitored grants.

*No expenditures charged to the grant as of the monitoring date.

**Grant closed with no expenditures.