

Middle TN Workforce Development Board
October 19, 2017
11:00 a.m. – 1:00 p.m.
Goodwill Industries, 937 Herman Street, Nashville, TN

PRESENT MEMBERS

Charles Story (Chairman)
Neil Amrhein
Beth Duffield
Nancy Eisenbrandt
Liz Allen Fey
Reginald Gardner
Blair Glenn
Greg Jones
Matt Gloster
Bettie Kirkland
Yvette Porter
William Rainey
Adam Sones
Martha Trammell
Christopher West

PROXIES

John Alexander

GUESTS

James Brown
Trish Farmer
Shavonne Meneese
Selina Moore
George Phillips
TJ Swanson

NCAC STAFF PRESENT

Jacky Akbari
Susie Bourque
Brian Clark
Jessie Ellison
Tanya Evrenson
Thysckla Morris
Kathy Parker
Ellen Zinkiewicz

MEMBERS ABSENT

Jennifer Bracken
Bo Callis
Rick Ewing
Roger Farley
Gealita Greenhill
Ben Henderson
G C Hixson
Ashford Hughes
Diane Janbakhsh
Joyce Lavery
Matt Lowney
Mark Marshall
Erin Mercer
Mae Perry
David Rutledge
Sonia Sappenfield
Diedra Sawyer

The Middle Tennessee Workforce Development Board met on Thursday, October 19, 2017, 11:00 a.m. – 1:00 p.m. The meeting was held at Goodwill Industries, 937 Herman Street, Nashville, TN.

The meeting was considered to have a quorum and called to order by Chairman Charles Story.

Chairman Story asked the members and guests to introduce themselves and the company they represent.

The minutes from the August 17, 2017 meeting were reviewed by the members (attachment 1). Yvette Porter motioned for approval of the minutes, seconded by Chris West and unanimously agreed.

Patrick gave the Executive Director's report. He updated the committee on the Career Service Provider Request for Proposal (RFP) process. The RFP was recently issued and all responses are due back by November 2. The review team will meet November 9 and the goal is to have the contractor in place no later than January 2018. The RFP selection committee is in place and consists of several NCAC staff, partner staff, partner staff, and Board members. He also mentioned that since the NCAC layoff announcement, several staff have found other employment, some are still job searching, while a few plan to retire, several will seek employment with the new contractor and three staff will remain with NCAC.

Ellen briefly updated the Board about the good things that are happening with Opportunity NOW.

Patrick presented the slate of officers for the term 2017-2017 (attachment 2). Beth Duffield motioned to approve the slate of officers, seconded by Yvette Porter and unanimously agreed.

Brian Clark presented the agency's Incentive Compensation Plan for FY 2016-2017 (attachment 3). The agency received an overall performance score of 3. Matthew Gloster motioned to approve the agency's performance and Incentive Compensation Plan, seconded by Liz Allen Fey and unanimously agreed.

Brian Clark presented the August 2017 financial report (attachment 4). Yvette Porter motioned for approval of the financial report; seconded by Martha Trammell and unanimously agreed.

Jacky Akbari gave a brief update on the Diversity and Inclusion Committee. The committee held their first meeting on September 28 and discussed the role and guidelines of the committee. She mentioned several Diversity events that will be happening in upcoming months.

Martha Trammell gave a brief Youth Committee update and presented two Youth Request for Proposals (attachment 5 and 6) that need approval. One proposal is for youth services totaling no more than \$120,000, this is additional funding recaptured from other local areas that were unable to spend the funding. The second proposal is for youth services totaling no more than \$1.4 million, this will be the standard formula fund. Liz Allen Fey motioned to approve both Request for Proposals, seconded by Nancy Eisenbrandt and unanimously agreed. Matt Gloster abstained from this vote.

Susie Bourque presented the Minimum Participant Cost Rate Policy (attachment 7). The policy is to ensure a minimum of 40 percent of WIOA Title I formula allocations are expended on allowable participant cost on a program year basis. Martha Trammell motioned to approve the Minimum Participant Cost Rate Policy, seconded by Yvette Porter and unanimously agreed.

George Phillips with Maximus gave a brief on the One Stop Operator (OSO). He has met with career center partners and discussed day to day items. He requested that the Board forwarded any questions and/or suggestions to him regarding the career center. Some discussion took place on ideas centered around several reports that would be good for him to present to the Board and how often.

The next Middle TN Workforce Development Board meeting will be on February 15, 2018, 11:00 a.m. – 1:00 p.m. Location to be determined. With no other business, the meeting adjourned at 12:45 p.m.

Respectfully Submitted,

Thysckla Morris

(An audio recording of this meeting is on file at the Nashville Career Advancement Center)