



**Northern Middle Tennessee
Workforce Board Inc.**

Finance Committee

April 30, 2026

9:00 A.M.

[Click here for zoom link](#)

Meeting ID: 835 5415 3977

Passcode: 797705

One tap mobile: +13126266799,,83554153977# US

Agenda

Welcome

Call the Meeting to Order

Approval of Minutes

Business Reports:

1. Financial Report
 - a. 2025-2026 Budget Progression and Spend Trend
 - b. MPCR
 - c. CSP Trends
 - d. 26-27 Initial Budget
 - e. Monitoring
 - f. Action Items
2. AJC Closure Update
3. 2026-2027 WIOA Plan Modification
4. WorkSource Summit May 12-13, 2026

Adjourn

Members:

Mark Peed (Chair)
Ashley Horan
Dan Caldwell
David Rutledge
Paul Webb
Kristi Spurgeon
Sho Samuels

Complete zoom link: <https://us02web.zoom.us/j/83554153977?pwd=BsICL3w5BZDa8V83Ns6yJ1EdBbx4b1.1>



DRAFT UNTIL
APPROVED

Northern Middle Tennessee Workforce Board

Finance Committee

Meeting Minutes

February 5, 2026, via Zoom at 9:00 a.m.

Members Attending	Members Absent	Staff & Guests Attending
Mark Peed	Kristi Spurgeon	Ginger Fussell
Ashley Horan		Andrea Dillard
Dan Caldwell		Marla Rye
David Rutledge		Alyssa Spaulding
Paul Webb		Elizabeth Carmichael
Shoshana Samuels		Caroline Vickrey
John Zobl		

The Northern Middle Tennessee Workforce Board Finance Committee met via Zoom on February 5, 2026, at 9:00 a.m. With a quorum confirmed, Mark Peed called the meeting to order. Shoshana Samuels moved to approve the minutes of the previous meeting, and Dan Caldwell seconded. With no discussion, the minutes were unanimously approved.

Marla Rye introduced the first item of business, noting the completion of the June 30, 2025 audit and the organization’s second year working with the firm Stone, Rudolph, and Henry. Marla welcomed Elizabeth Carmichael and Caroline Vickrey and invited Elizabeth to provide an overview of the audit and related reports.

Audit Review

Elizabeth Carmichael explained that the audit package required three reports: a report on the financial statements, a report on internal control over financial reporting and compliance, and a single audit report. She reported that the financial statements received an unmodified opinion, indicating that they present fairly in all material respects the financial position of the organization. She highlighted key financial changes, including an increase in total assets of approximately \$593K, primarily due to higher receivables driven by increased Adult WIOA activity, and a net change in assets of approximately \$51K for the year. Elizabeth noted that fluctuations in net assets are typical for nonprofit organizations and confirmed that the organization maintains sufficient cash flow to support its mission. She also reported that there were no new accounting pronouncements or note disclosures for 2025.

She further reported that the audit of internal controls and compliance identified no findings, confirming that appropriate procedures are in place to mitigate risk. Similarly, the single audit of major programs found the organization to be in compliance with all material requirements, with no findings reported. She added that the audit process was significantly smoother in the second year of engagement and commended Marla Rye, Ginger Fussell, and the accounting staff for their organization and responsiveness. Elizabeth also confirmed that the required communication letter to the board

noted no significant issues, disagreements, or misstatements. Shoshana Samuels asked if there were any recommendations from the auditors going forward. Marla Rye shared that the second year of working with the audit firm had been a positive experience, noting improved communication and efficiency. She expressed appreciation for Elizabeth and Caroline's work, as well as for the internal team, recognizing Ginger Fussell, Cinthya Rodriguez, Britni Rowlett, and Debbie Holcomb for their contributions and describing the group as a small but highly effective team. Ginger Fussell added that auditors reiterated a prior recommendation to align the board-presented budget more closely with the audited financial format. She explained that this presents challenges due to the structure and timing of grant funding, but acknowledged the recommendation as valid. She is actively working toward a solution and may present the upcoming budget in two formats to better align with audit expectations while maintaining clarity around grant flow. She also expressed appreciation for the audit firm's professionalism, particularly their ability to meet state deadlines despite complications related to the federal government shutdown, noting their proactive contingency planning. Elizabeth responded that the firm was pleased to complete and submit the audit on time despite federal delays. Shoshana commented positively on the relationship between the organization and the audit firm and expressed support for exploring dual-format financial presentations to address timing and funding nuances. Elizabeth invited the board to reach out with any additional questions.

Marla Rye expressed appreciation for Ginger Fussell and staff for their continued strong performance before providing a brief operational update. She explained that American Job Centers across the region were closed the previous week due to the Governor's closure of state offices. Although Workforce Essentials is not a state agency, the closure of partner agencies necessitated alignment with the state's decision. Marla reported that staff worked remotely during that time, focusing on case management activities, and while operations were somewhat less efficient, productivity was maintained. Offices reopened on Monday, and normal operations resumed.

2025-2026 Budget Progression

Ginger Fussell presented the financial report for the second quarter ending in December, noting that total grant utilization for the quarter was approximately \$1.6M, an increase of about \$120K from the prior quarter but still below the desired pace. She explained that formula fund spending declined during the quarter, while spending increased across additional grant programs due to several new grants being implemented and ramping up. Formula fund utilization was 27.1% at midyear, with overall cumulative utilization at 23.7%, reflecting approximately \$3.1 M in expenditures compared to \$3.7 M at the same point in the prior year. She clarified that the prior-year total included a \$497K expenditure for a Tennessee Youth Employment Program grant in a different phase and on a larger scale. That adjustment provides a more accurate comparison. Even with that adjustment, overall spending remains behind pace. She noted that while participant spending is lower than desired, operational efficiency has improved significantly following the transition to in-house management, reducing overhead costs. This improved efficiency is reflected in a strong MPCR despite lower overall expenditures. She emphasized the need to increase participant spending in the remaining quarters to meet overall targets.

Ginger reviewed approximately \$591K in new funding, including one active Incumbent Worker grant totaling \$258K and three anticipated awards expected to be finalized in the next quarter. The anticipated awards include two State Apprenticeship grants totaling \$210K and an additional \$123K in YEP funding. These additions increase the total budget from approximately \$12.389M to \$12.98M. Marla Rye provided additional detail on the \$258K incumbent worker statewide grant, describing it as a partnership with the Tennessee Hospital Association to connect hospitals across the state with their

local workforce boards. She reported that all funds have been committed, with participation from eight hospitals across the state, including Memphis, Chattanooga, Knoxville, and multiple locations in Nashville. She emphasized the long-term value of strengthening these partnerships. Marla also noted anticipated funding for apprenticeship expansion and additional YEP support, referencing the Governor's proposed continued investment in youth programming. Dan Caldwell asked for clarification on the YEP funding amount, specifically whether the \$123K reflected additional funding or a total. Ginger Fussell clarified that the \$591K figure shown represents the total of all four new grants combined and explained how the updated budget reflects the \$591K increase from the prior total of \$12.389M. She further noted that approximately \$123K in youth program funding included in the \$591K was additional and must be expended by June 30. Ginger also shared that a funding opportunity of approximately \$250K for rural healthcare workforce development has been announced for the next fiscal year. Shoshana commented on the Governor's continued support and funding for rural healthcare initiatives, which Marla confirmed.

Ginger then outlined two action items for board consideration: approval of the financial report reflecting the \$591K increase to the budget, and authorization to request flexibility from the state to reallocate up to approximately \$250K in unused administrative funds into program funds prior to expiration. She explained that administrative funds associated with expiring formula grants do not carry over and that reallocation would allow the organization to fully utilize available funding. She noted that such a shift could impact MPCR requirements, so flexibility is being requested in advance to allow for evaluation later in the year. Marla confirmed that this approach reflects operational efficiency and would allow the organization to serve additional participants. Mark asked whether administrative funds would carry over, and Ginger clarified that administrative funds tied to expiring formula grants do not carry forward.

Paul Webb asked whether the federal government shutdown impacted operations. Marla explained that WIOA-funded programs were not affected due to forward funding and existing contracts, with no delays in payments or staffing impacts. She noted that a separate senior services program experienced a temporary shutdown, but it is not included in the financial report. Ginger added that existing contracts are in place through June 30, 2027, ensuring continued funding stability.

MPCR

Ginger Fussell continued her report with an update on MPCR, noting that the current rate stands at 38.19%. While this is slightly below the 40% benchmark needed by June 30, 2026, she expressed confidence in the organization's position given the lower spending in the second quarter and the addition of several new grants now contributing to MPCR. She explained that under the previous policy, the formula-funded MPCR would have been slightly above 30%, highlighting the positive impact of programs such as YEP, apprenticeship grants, and health-related grants on overall performance. Ginger indicated that she expects the organization to remain in a strong position with MPCR under the new policy. She reported that MPCR for Adult and Dislocated Worker programs is at 35% cumulatively, while youth MPCR is at 47%. Work experience was 23% and in-school youth goals are being met at 38%.

Contractor Trends

Ginger reported that One Stop Operator billing is progressing within budget, with approximately 47% billed at the halfway point of the year. She noted that this is slightly higher than typical at this stage and attributed the increase to a temporary staffing overlap during the transition associated with George Phillips' retirement.

Monitoring

Ginger provided an update on monitoring activities, reporting that internal quality assurance staff continue to conduct case file reviews with no issues identified. Program staff are providing ongoing technical assistance, and fiscal staff continue monthly desk reviews, including monitoring utilization, MPCR, work experience, and in-school youth goals.

Ginger also reported on One Stop Operator monitoring, noting that the primary focus this quarter was the transition following George Phillips' retirement, including onboarding and training of the incoming operator. She stated that state monitoring activities resulted in no findings from the program monitoring team, though an on-site review was postponed due to weather.

PAR Report

In addition to the external audit, the PAR monitoring report identified no findings and one observation. Ginger explained that the observation involved a single instance of a paid meal break by our contractor EDSI that should not have been compensated, resulting in an error of approximately \$50. She reported that the issue was corrected, funds were recovered, and the grant remained open, allowing the matter to be resolved without becoming a formal finding. She noted that PAR recommended retraining for both internal staff and worksite employers on compliance with unpaid meal break requirements. Mark asked for clarification on the observation, confirming that it involved only one instance. Ginger confirmed this, and Marla Rye reiterated that the issue was limited to a single occurrence.

Action Items

Ginger concluded her report by restating the two action items: approval of the financial report and revised budget of approximately \$12.9 M, reflecting the \$591K increase, and approval of flexibility to request repurposing of up to \$250K in formula administrative funds to program funds if needed. Mark asked for a single motion to approve both items as presented. Paul Webb made the motion, and David Rutledge seconded. With no further discussion, the motion was passed unanimously.

Mark commended staff on the audit results and overall financial performance. Shoshana Samuels also expressed strong support, noting the organization's ability to maintain high performance despite operational and funding challenges. Marla acknowledged the positive feedback and commended Ginger Fussell and staff, while also noting concern regarding current enrollment levels. She explained that expenditures are directly tied to enrollment and indicated that Natalie McLimore will present a plan at the upcoming board meeting to address the strategy for increasing enrollment and supporting spending goals.

Mark commented that he was surprised enrollment numbers were not higher, given recent layoffs in the region, and noted an increase in job applicants within his own industry. Marla acknowledged the concern and emphasized the importance of reaching individuals in need of services while recognizing the broader economic context.

Adjourn

Marla reminded the board of the upcoming meeting in Clarksville and noted that office locations and the future structure of American Job Centers will be discussed. She explained that the state is restructuring its workforce system, which may result in fewer physical locations and a shift toward more mobile service delivery. Marla also shared that a representative from the Department of Labor will present on the new Tennessee Works program, which aims to align workforce, economic development, and education efforts.

NORTHERN MIDDLE TN WORKFORCE BOARD

MARCH 2026 FISCAL UPDATE

2025-26 BUDGET PROGRESSION & SPEND TREND

	(\$ in 000's)					
	25-26 QTR 1	25-26 QTR 2	25-26 QTR 3	Expenses YTD	Revised FY 2025-26 12 Mo. Budget	% Spent
Northern Middle LWDA						
Infrastructure Funding Agreement	113	123	121	357	1,000	35.7%
Adult	122	177	510	809	1,969	41.1%
Dislocated Worker Re-purposed for Adult	403	329	268	1,000	833	120.0%
Dislocated Worker for DW	318	371	355	1,044	3,416	30.6%
Youth	400	319	373	1,092	2,784	39.2%
Total FY 25-26 Expense vs Budget - Formula Grants	1,243	1,196	1,506	3,945	9,002	43.8%
Tennessee Youth Employment Program (TYEP) (7/1/25 to 6/30/26)	52	101	105	258	745	34.6%
Tennessee Youth Employment Program - Vocational Rehabilitation (TYEP VR) (10/1/25 to 6/30/26)	0	3	26	29	111	26.1%
Apprenticeship (7/1/25 to 6/30/26)	0		126	126	200	63.0%
Rural Healthcare (7/1/25 to 6/30/26)	21	115	59	195	239	81.6%
Incumbent Worker Statewide (12/15/25 to 6/30/26)	0	0		0	258	0.0%
Re-Entry (7/1/25 to 6/30/26)	0	0	50	50	247	20.2%
SAEF 3.1 State Apprentice (2/1/26 to 6/30/27)	0	0		0	60	0.0%
SAEF 3.2 State Apprentice (2/1/26 to 6/30/27)	0	0		0	150	0.0%
TN-PROWD (Re-Entry 4/1/25 - 9/30/27)	50	61	89	200	968	20.7%
Total FY 25-26 Expense vs Budget - All Grants	1,479	1,599	2,082	5,160	12,980	39.8%

** Northern Middle's grant utilization in Q3 was \$483k higher than Q2 with formula spending accounting for 310k of the increase and apprenticeship \$126K of the increase.*

** Formula utilization is 43.8% three-quarters of the way through the year.*

** Cumulative utilization at Q3 was \$5.1M compared to prior year of \$6.6M (excludes \$571k expenditures for prior year Tennessee Youth program).*

NORTHERN MIDDLE TN WORKFORCE BOARD
MARCH 2026 FISCAL UPDATE

Minimum Participant Cost Rate (MPCR)

TDLWD Minimum Participant Cost Rate (MPCR) - Preliminary Through March 2026

MPCR = 45.57%

	Adult/DW	Youth	TYEPs	Apprentice, Rural Health, Re-Entry	Total
Qualifying Expenses	\$ 884,809	\$ 371,300	\$ 250,627	\$ 465,500	\$ 1,972,236
Total Program	\$ 2,570,235	\$ 981,922	\$ 250,627	\$ 525,324	\$ 4,328,108
MPCR	34.43%	37.81%	100.00%	88.61%	45.57%

Northern Middle is below the 40% state requirement in quarter 3.

***** PRIOR QUARTER MPCR = 38.19%*****

NORTHERN MIDDLE TN WORKFORCE BOARD
MARCH 2026 FISCAL UPDATE
NM/WE - ADULT/DW MPCR TREND
CONTRACT-TO-DATE & QUARTERLY

NM/WE	MPCR - Goal 50% FY 25-26			MPCR - Goal 50% FY 25-26			MPCR Adult/DW - Goal 50% FY 25-26		
	Adult			DW			A/DW Combined		
CTD CUMULATIVE	Direct \$ '000	Total \$ '000	54%	Direct \$ '000	Total \$ '000	22%	Direct \$ '000	Total \$ '000	43%
Jul 2025	63	117	53%	18	78	23%	81	196	41%
Aug 2025	56	122	46%	21	79	26%	77	201	38%
Sep 2025	94	164	58%	10	67	16%	105	230	45%
Oct 2025	36	107	34%	6	60	10%	42	167	25%
Nov 2025	44	116	38%	16	81	20%	60	197	31%
Dec 2025	36	106	34%	6	70	9%	43	176	24%
Jan 2026	84	152	55%	18	82	22%	102	234	44%
Feb 2026	94	163	57%	28	87	32%	121	250	49%
Mar 2026	218	287	76%	27	88	31%	245	375	65%
Total FYTD	725	1,334	54%	151	692	22%	876	2,026	43%
Cumulative CTD	725	1,334	54%	151	692	22%	876	2,026	43%

Current Fiscal Year

NM/WE	MPCR - Goal 50% FY 25-26 w LFPR Project			MPCR - Goal 50% FY 25-26 w LFPR Project			MPCR Adult/DW - Goal 50% FY 25-26		
	Adult			DW			A/DW Combined		
QTR Ended 9/30/25	213	403	53%	49	224	22%	262	627	42%
QTR Ended 12/31/25	116	329	35%	28	211	13%	144	540	27%
QTR Ended 3/31/26	396	602	66%	73	258	28%	469	860	55%
FYTD	725	1,334	54%	151	692	22%	876	2,026	43%
CTD Cumulative	725	1,334	54%	151	692	22%	876	2,026	43%

NORTHERN MIDDLE TN WORKFORCE BOARD
MARCH 2026 FISCAL UPDATE
NM/WE YOUTH - MPCR, WORK EXPERIENCE & IN-SCHOOL
CONTRACT-TO-DATE & QUARTERLY

NM/WE	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 35% effective 07.1.25		
	Youth			Youth			Youth		
CTD CUMULATIVE	Direct \$ '000	Total \$ '000	49%	Wk Exp \$ '000	Total \$ '000	22%	ISY \$ '000	Total \$ '000	35%
Jul 2025	66	105	63%	39	105	37%	51	105	48%
Aug 2025	33	78	42%	24	78	30%	35	78	45%
Sep 2025	59	103	57%	15	103	14%	33	103	32%
Oct 2025	24	68	35%	15	68	22%	21	68	30%
Nov 2025	23	69	33%	10	69	14%	21	69	30%
Dec 2025	29	70	41%	11	70	16%	26	70	37%
Jan 2026	25	67	37%	13	67	20%	21	67	32%
Feb 2026	29	72	41%	9	72	12%	28	72	39%
Mar 2026	84	128	65%	30	128	23%	30	128	24%
Total FYTD	371	759	49%	164	759	22%	265	759	35%
Cumulative CTD	371	759	49%	164	759	22%	265	759	35%

Current Fiscal Year

NM/WE	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 35% effective 07.1.25		
	Youth			Youth			Youth		
QTR Ended 9/30/25	158	286	55%	77	286	27%	118	286	41%
QTR Ended 12/31/25	76	207	37%	36	207	17%	67	207	32%
QTR Ended 3/31/26	137	266	52%	51	266	19%	79	266	30%
FYTD	371	759	49%	164	759	22%	265	759	35%

CTD Cumulative	371	759	49%	164	759	22%	265	759	35%
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NORTHERN MIDDLE TN WORKFORCE BOARD
MARCH 2026 FISCAL UPDATE
CONTRACTOR - BILLING PROGRESS

One-Stop Operator Billing	In \$000's		% Spent 75% time elapsed (contract extended)
	Budget Spent Contract To Date	Total 12 Month Budget	
MCHRA	\$ 205	\$ 300	68%

(Regional Contract - 12 month extension 7/1/25 to 6/30/26)

NORTHERN MIDDLE TN WORKFORCE BOARD

MAY 2026 FISCAL UPDATE

FY2026-27 INITIAL BUDGET - REVENUES

Grant Revenue	\$ in millions	\$
Carryover from 25-26 (expiring June 2027)		
Total Carryover from 25-26	5.1	5,130,453
26-27 Projected Allocations		
26-27 Projected Allocations	6.5	6,520,688
Total Adult, DW, Youth	11.6	11,651,141
Carryover to 27-28 at 25% Youth	(0.5)	(528,585)
Carryover to 27-28 at 25% Adult, DW	(1.1)	(1,101,587)
Total 26-27 Adult, DW, Youth	10.0	10,020,969
Tennessee Youth	0.8	750,000
Rural Healthcare	0.2	250,000
TN-PROWD Re-Entry	0.5	526,293
Apprenticeship (SAEF/NATAP)	0.2	157,500
IFA	1.0	1,000,000
Total 26-27 Projected Grant Revenue	12.7	12,704,762

NORTHERN MIDDLE TN WORKFORCE BOARD

MAY 2026 FISCAL UPDATE

FY2026-27 INITIAL BUDGET - EXPENSES

Projected Expenses	\$ in millions	%	\$
NM Workforce Board	1.4	11%	1,465,645
Board Incumbent Worker Program	0.6	5%	600,000
Recruitment Campaign	0.1	1%	100,000
IFA (non-Title I)	1.0	8%	1,000,000
Total Board and Overhead	3.1	24%	3,165,645
One Stop Operator	0.3	2%	300,000
Career Service Provider	7.6	60%	7,555,324
Tennessee Youth	0.8	6%	750,000
Rural Healthcare	0.2	2%	250,000
TN-PROWD Re-Entry	0.5	4%	526,293
Apprenticeship (SAEF/NATAP)	0.2	2%	157,500
Total Contracted Grant Services	9.6	76%	9,539,116
Total 26-27 Grant Expense	12.7	100%	12,704,761

Northern Middle TN LWDB
Expense Budget
2026-27

	<u>Program Services</u>	<u>Supporting Services</u>	<u>Total Expenses</u>
<u>Pass-through, Contracted and Infrastructure Expenses:</u>			
One-stop operator, career service provider and workforce board services	8,817,524.24	25,000.00	8,842,524.24
Business services - incumbent worker training	600,000.00	-	600,000.00
Business services - apprenticeships	141,750.00	15,750.00	157,500.00
Infrastructure funding agreement - WIOA partners	670,000.00	30,000.00	700,000.00
Infrastructure funding agreement - State partners	300,000.00	-	300,000.00
Total pass-through, contracted and infrastructure expenses	<u>10,529,274.24</u>	<u>70,750.00</u>	<u>10,600,024.24</u>
<u>Other Infrastructure Funding Expenses:</u>			
Infrastructure funding agreement - other partners	300,000.00	0	300,000.00
Total other infrastructure funding expenses	<u>300,000.00</u>	<u>-</u>	<u>300,000.00</u>
<u>Board and Staff Expenses:</u>			
<u>Contracted Services:</u>			
<u>Salaries and benefits:</u>			
Salaries	315,000.00	125,000.00	440,000.00
Health and life insurance	80,000.00	35,000.00	115,000.00
Payroll taxes	25,000.00	15,000.00	40,000.00
Retirement and other fringe benefits	15,000.00	10,000.00	25,000.00
Total salaries and benefits	<u>435,000.00</u>	<u>185,000.00</u>	<u>620,000.00</u>
Communication	1,000.00	2,000.00	3,000.00
Contract services - accounting and audit	-	20,000.00	20,000.00
Contract services - fiscal agent and shared staffing	1,000.00	1,014,092.50	1,015,092.50
Contract services - regional sponsorship	-	-	-
Contract services - outreach	-	100,000.00	100,000.00
Insurance	7,500.00	25,000.00	32,500.00
Small equipment and software	4,500.00	2,000.00	6,500.00
Supplies	-	1,645.00	1,645.00
Travel	1,000.00	5,000.00	6,000.00
Total board and staff expenses	<u>15,000.00</u>	<u>1,169,737.50</u>	<u>1,184,737.50</u>
Total expenses	<u>11,279,274.24</u>	<u>1,425,487.50</u>	<u>12,704,761.74</u>
Less: Capitalized equipment	-	-	-
Add: Depreciation (non-cash)	35,000.00	-	35,000.00
Total expenses with depreciation	<u>11,314,274.24</u>	<u>1,425,487.50</u>	<u>12,739,761.74</u>

NORTHERN MIDDLE TN WORKFORCE BOARD

MARCH 2026 FISCAL UPDATE

MONITORING UPDATE

Monitoring of Workforce Essentials - Career Service Provider Division

- * NMTWB's Program staff provided ongoing Technical Assistance.
- * NMTWB's Quality Assurance staff completed a direct participant expenditure review for the Adult, Dislocated Worker & Youth programs. No significant observations were found.
- * NMTWB's Quality Assurance staff completed a Paid Work Experience timesheet review. No significant observations were found.
- * NMTWB's fiscal staff continue to perform monthly desk reviews of the CSP division's utilization, MPCR, work experience and in-school youth goals providing technical assistance.

Monitoring of Mid-Cumberland HRA - One-Stop Operator

- * The One-Stop Operator continues to promote enhanced oversight of partner accountability in supporting KPI goals.
- * Technical assistance and training of the One-Stop Operator is ongoing. NMTWB's fiscal staff continue to perform monthly desk reviews of the OSO's invoicing, billing trends and contract progression.
- * The One-Stop Operator monitoring tool will be completed addressing activities specific to: partner coordination/service delivery, performance and continuous improvements and functional leadership with the One-Stop Operator providing supporting documentation. Training on this process began in Q2 with the incoming One-Stop Operator and continues into Q3.

NORTHERN MIDDLE TN WORKFORCE BOARD

MARCH 2026 FISCAL UPDATE

MONITORING UPDATE

Monitoring/Audit of Northern Middle

- * TDLWD's Workforce Services Oversight Unit completed on-site monitoring and staff interviews at the 4 comprehensive AJCs. Corrective action responses are due May 7th. There were 2 findings related to Wagner Peyser documentation and outreach, one finding related to signage, one finding related to the welcome function, and one finding resulting from a handicap accessible door button not working properly.
- * TDLWD's Workforce Services Program Monitoring Team on-site monitoring and staff interviews at all comprehensive and affiliate AJC's. Report is pending.
- * The State's Workforce Services Program Monitoring Team conducted a case file review of 27 Adult, DW and Youth files with no significant observations or concerns.
- * TDLWD's Youth Employment Program staff completed a case file review of 12 case files. No significant observations were found.
- * TDLWD's Re-Entry Unit completed on-site monitoring. No findings - one of the monitors met in the field with our PROWD case manager and identified a few things that needed to be corrected/added and the case manager was allowed to make the corrections/additions at that time.
- * TDLWD's fiscal grants and budgets team performed a virtual monitoring on April 21st reviewing various policies and procedures. Report is pending.
- * TDLWD's Program Accountability Review (PAR) will hold an entrance conference on May 4th for their 25-26 monitoring engagement covering July 2025 to February 2026.

NORTHERN MIDDLE TN WORKFORCE BOARD
MARCH 2026 FISCAL UPDATE

ACTION ITEMS

- * Accept financial report and 2025-26 Budget = \$12.9M
- * Accept 2026-27 Budget = \$12.7M , extending WE as career service provider and Mid-Cumberland HRA as One-Stop Operator for additional twelve months subject to state directives.
- * Flexibility to request TDLWD permission to re-purpose up to \$1,250,000 of Dislocated Worker funding to Adult funding through June 30, 2027, as needed.



March 9, 2026

Mr. Jason Cecil, Assistant Commissioner
Tennessee Department of Labor & Workforce Development
Division of Workforce Services
220 French Landing Dr.
Nashville, TN 37243

Dear Commissioner Cecil:

The Northern Middle Tennessee Workforce Board met on February 11, 2026. At this meeting, the Board voted to close the following American Job Centers as of 6/30/2026:

1. Cheatham County AJC
384 South Main Street
Ashland City, TN 37015
2. Houston County AJC
155 West Front Street
Erin, TN 37061
3. Humphreys County AJC
711 Holly Lane
Waverly, TN 37185
4. Robertson County AJC
299 10th Avenue East
Springfield, TN 37172
5. Stewart County AJC
1356 Donelson Parkway
Dover, TN 3758
6. Trousdale County AJC
204 McMurry Blvd
Hartsville, TN 37074



**Northern Middle Tennessee
Workforce Board Inc.**

7. Williamson County AJC
118 Seaboard Lane
Franklin, TN 37064

8. Wilson County AJC
415 Tennessee Blvd
Lebanon, TN 37087

The Board has been studying the effectiveness of the AJCs in terms of cost, activities and service delivery for close to a year. We did not make these decisions lightly or without sound justification. We will be maintaining five centers in Northern Middle. The four comprehensive centers in Davison, Montgomery, Rutherford and Sumner, along with an affiliate in Dickson County will remain open.

We will work with your communication office, as well as the local elected officials, to provide clear instructions on how to receive services in the impacted counties. I appreciate your guidance as we work through any issues that arise. Please note in some of the counties, Workforce Essentials may keep an office open, however, it will not be an American Job Center. If you have any questions, please feel free to call me at 931.905.3500 or 931.206.3783.

Sincerely,

Marla W. Rye

Middle Tennessee Regional & Northern Middle Local WIOA Plans Program Years 2026-2027 Modifications

The Local Workforce Development Areas of Middle TN, **Northern Middle** serving Cheatham, Davidson, Dickson, Houston, Humphrey, Montgomery, Robertson, Rutherford, Stewart, Sumner, Trousdale, Williamson, Wilson, **Southern Middle** serving Bedford, Coffee, Franklin, Giles, Hickman, Lawrence, Lewis, Lincoln, Marshall, Maury, Moore, Perry, Wayne, and **Upper Cumberland** serving Cannon, Clay, Cumberland, DeKalb, Fentress, Jackson, Macon, Overton, Pickett, Putnam, Smith, Van Buren, Warren, and White Counties have completed the **modifications** for the Regional and Local Workforce Plans for the 2026-2027 program years.



The Middle TN Regional Plan and the Northern Middle Local Plan will be open for Public Comment April 10 to April 25, 2026, and will be available at any American Job Center in Middle TN on request or online at:

- Upper Cumberland Area: <https://www.ucwork.org/localregional-plan>
- Southern Middle Area: www.sctdd.org/notices/
- Northern Middle Area: <https://nm-wb.com/board/public-notice> or →



Please submit comments or questions to: Selina.Moore@tn.gov

A Virtual Public Listening Session for Middle Tennessee’s Regional and Local WIOA Plans, including Northern Middle, will be held on

April 20, 2026, 5:00 PM – 6:00 PM, CST

To attend the virtual meeting, click on the link or scan the QR Code below:

<https://bit.ly/4rXJZuh>



All meetings are open to the public. For additional information on joining the meeting or accessibility, contact Selina Moore Selina.Moore@tn.gov

Northern Middle Workforce Board Plan Modifications (PY 2026–2027)

The Northern Middle (NM) Workforce WIOA Plan Modifications for PY 2026–2027 update the local strategy to align with the Tennessee State WIOA Plan modifications, the Middle Tennessee Regional Plan, and federal workforce priorities outlined in *America’s Talent Strategy: Building the Workforce for the Golden Age*.

The plan advances a coordinated, employer-driven workforce system focused on increasing labor force participation, closing skill gaps, and supporting sustained economic growth.

Economic Context & Sector Alignment

Middle Tennessee continues to serve as a primary economic driver for the state, with growth concentrated in both metropolitan and surrounding counties. Consistent with the State WIOA Plan, the NM plan prioritizes Tennessee’s six targeted sectors:

- Advanced Manufacturing
- Healthcare
- Logistics (Transportation & Distribution)
- Technology
- Construction
- Energy

These sectors reflect both current labor demand and long-term economic priorities at the state and federal levels. Additionally, tourism and hospitality remains a key driver in Northern Middle.

Key Workforce Challenges

Despite economic growth, the region faces persistent workforce challenges:

- Labor force participation gaps, particularly in rural areas
- Skill shortages in high-demand industries
- Barriers to employment (disability, justice involvement, youth disconnection, limited English proficiency)
- Uneven access to training and career pathways

These challenges align with federal findings that the workforce system must better connect workers to high-wage careers, expand participation, and improve system navigation and outcomes.

Strategic Priorities

The NM plan advances four core strategies aligned with state, regional, and federal priorities:

1. Increase Labor Force Participation (LFPR)

Focused outreach and service delivery target underrepresented populations, supported by expanded access, supportive services, and work-based learning. This aligns with federal priorities to bring more individuals into the labor force and improve worker mobility.

2. Strengthen Employer-Led Workforce System

The plan adopts a sector-based, employer-driven model consistent with both the Tennessee Business Engagement framework and federal emphasis on industry-driven workforce strategies that build reliable talent pipelines.

3. Align Training with Industry Demand

Investments prioritize industry-recognized credentials, apprenticeships, and career pathways aligned with the six priority sectors. This reflects federal guidance to expand work-based learning and align training directly with employer needs.

4. Expand Worker Mobility

The plan increases access to services through mobile delivery, community partnerships, and targeted support for populations with barriers, consistent with federal priorities to improve workforce system access and outcomes. In addition, focus is prioritized to for worker mobility to include career guidance aimed at the benefits cliff and stranded and stalled workers through incumbent worker training.

Regional, State, and Federal Alignment

The NM Plan Modifications are fully aligned with:

- Middle Tennessee Regional Plan Modifications (PY 2026–2027) through shared sector strategies and coordinated service delivery
- Tennessee State WIOA Plan modifications, particularly in LFPR growth, employer engagement, and performance accountability
- Federal workforce strategy (“America’s Talent Strategy”), including its five pillars:
 - Industry-driven workforce systems
 - Worker mobility and participation
 - Integrated service delivery
 - Performance accountability
 - Innovation and system flexibility

Performance & Accountability

The plan strengthens accountability through:

- Defined performance targets (LFPR growth, credential attainment, employment outcomes)
- Quarterly performance reviews and dashboard tracking
- Alignment with state benchmarks and regional tracking systems

This approach reflects federal emphasis on linking workforce investments to measurable outcomes and improving system accountability. Per TDLWD request, an outcome tracker will be developed after State Workforce Board approves the local plans.

Conclusion

The NM Plan Modifications position the region to deliver a modern, integrated, and employer-led workforce system. By aligning with state priorities, regional strategies, and federal workforce guidance, the plan supports increased labor force participation, stronger talent pipelines, and sustained economic growth across Middle Tennessee. The NM Workforce Area stands ready to innovate and implement state proposed waivers upon USDOL approval.



WorkSource Summit

May 12, 2026 – May 13, 2026 | Sonesta Nashville Airport

Be Part of **Tennessee's Next Era** of Workforce Development

About Event

The Tennessee Department of Labor and Workforce Development invites you to the **inaugural WorkSource Summit**, a new statewide gathering of the leaders shaping Tennessee's workforce and economy.

This **no-cost to register, two-day conference** brings together employers, educators, workforce professionals, policymakers, and economic development leaders around a shared goal: strengthening a talent ecosystem that meets industry needs. Attendees will gain insights into **apprenticeships, micro-credentials, Workforce Pell, and innovative work-based learning opportunities** advancing across Tennessee, along with proven strategies that keep our state nationally competitive.