



**Northern Middle Tennessee
Workforce Board Inc.**

Special Populations Committee

January 30, 2025

11:00 A.M.

[Click here for Zoom link](#)

Meeting ID: 870 3612 6814

Passcode: 146588

One tap mobile: +13092053325,,87036126814# US

Agenda

Welcome

Call the Meeting to Order

Approval of Minutes

Business Reports:

1. Career Service Provider Performance
 - a. MAC
 - b. EDSI
 - c. Clarksville
 - d. Gallatin
2. Target Populations
 - a. Rural Healthcare
 - b. PROWD Re-entry Grant
 - c. Adult Education
3. CSP Procurement Update

Adjourn

Members:

Corey Johns
Christopher West
Freda Herndon (Chair)
George "Bo" Callis
James Harper
Mary Lear
Nathan Garrett

Complete zoom link: <https://us02web.zoom.us/j/87036126814?pwd=7EWmaailxRVQI6Nd3nPa4CIMBn4H8S.1>



DRAFT UNTIL
APPROVED

Northern Middle Tennessee Workforce Board
Special Populations Committee
Meeting Minutes
July 31, 2024, via Zoom at 3:00 p.m.

| Members Attending | Members Absent | Staff & Guests Attending |
|----------------------------------|----------------|--------------------------|
| Freda Herndon | James Harper | Marla Rye |
| Jeremy Tudor (Proxy Corey Johns) | Nathan Garrett | Andrea Dillard |
| Christopher West | | Ginger Fussell |
| George "Bo" Callis | | Meagan Dobbins |
| Mary Lear | | Alyssa Spaulding |
| Ryan Jolley | | Kim Rye |
| | | |
| | | |
| | | |
| | | |

The Northern Middle Tennessee Workforce Special Populations Committee met via Zoom on July 31, 2024, at 3:00 p.m.

With a quorum confirmed, the meeting was called to order by Freda Herndon. Chris West moved to approve the minutes, and Bo Callis seconded. With no further discussion, the minutes were unanimously approved.

Marla began the meeting by recognizing two new board members and asking them to introduce themselves. Mary Lear is the HR Director for North America AO Smith, which has many facilities in the middle Tennessee region. She is representing Cheatham County, but her company also has facilities in Williamson, Wilson, and other counties in East Tennessee. Ryan Jolley is currently the Assistant Administrator for Employer Operations at the Division of Workforce Services at the Department of Labor and Workforce Development. He is replacing John Alexander while they try to fill his position. She then introduced Jeremy Tudor, who was representing Corey Johns.

Career Service Provider Update

Marla reminded the Committee that Thomas P. Miller and Associates was contracted to procure a new Career Service Provider (CSP). There were four proposals submitted. There was then a strategic planning session between the Tennessee Department of Labor and Workforce Development, herself, Chairman Zobl, and Deputy Commissioner Scott to discuss innovation. Marla stated that continuing to do the same thing would result in the same difficulties faced over the previous year. During the strategic planning session, they devised three innovative

ideas that could be piloted in the Northern Middle area to see if changing the delivery mechanism would improve the service strategy. The Executive Committee met on June 14 to review and discuss the three pilots. They voted to approve the pilots.

The first project will be in Nashville, where the program will be taken to the people at various community-based organizations to deliver services. This would reduce the brick-and-mortar footprint. The AJC will be relocated to a Nashville State Community College campus on Elm Hill Pike. NSCC closed this campus during COVID-19, and they want to reopen it as a workforce center, teach short-term courses, and partner with the American Job Center.

The second project will be in Gallatin, where the state will operate the Title 1 program. A significant challenge in operating the AJC Network is that the staff is comprised of several partners. The OSO faces challenges such as “You’re not my immediate supervisor” or “You cannot tell me what to do.” This project will see if all employees reported to the state, would it result in better team morale? The state, however, does not have a mechanism to provide direct participant expenses for things like childcare, tuition, etc. so the Board will still provide that function in the meantime.

The third project will be in Clarksville, where the NM Board will operate the career services directly. Marla reminded the Committee that the board staff used to have direct control of the staff and AJCs, which made it more flexible to implement changes and demand more performance accountability. The state will allow the Board to provide more functional oversight of the Title III program in Montgomery.

She continued that they plan to renew the contract with MAC and EDSI to continue their services in the remaining ten counties until 6/30/2025. After much thought, it was decided that this was the best way to continue services without interruption. After the last Board meeting, EDSI has been working hard to improve their results and enrollments. These actions have been coordinated with the Tennessee Department of Labor and Workforce Development. Commissioner Denise Thomas will be at the August 14th meeting to speak about her reset and reimagining of workforce development. Marla believes these models play a part in that reimagining.

Bo Callis asked if there are any performance milestones to determine if the pilots are successful programs. Marla replied that they have been discussing setting up enrollment KPIs with the staff. The goal for the projects is to act more as staffing agencies and go out to recruit individuals to place into employment rather than being a training agency. Bo Callis then asked if the state would assume some responsibility for fulfilling the state KPIs or if that would still be solely on the board. Marla answered that since the Board is still responsible for the services in Sumner County, but the state should be reporting to the board and would be responsible for meeting those performance standards.

Freda Herndon then asked if any communication with staff at the Nashville AJC about the timeline had occurred. Marla replied that communication in all 3 of the centers has already

happened. Additionally, some staff in the Nashville center have gone to the proposed new location to look at it. Freda Herndon asked if anyone had spoken with any partners. Marla answered that was on the list of things to do if they had not already. Freda replied that she had not heard it from any of the Nashville instructors and was wondering if MAC had been told. Marla knew that MAC had been informed but was unsure about the instructors at this time.

Chris West asked if there was any indication of how those employees at the Nashville center are taking the structural change. Marla replied that after a meeting with the state, the sentiment was that “the train was leaving the station. You are either going to be on it, or you are going to be left behind”. She emphasized that staff will be sent in teams to areas they go into as a safety precaution and believed that many of them are excited about being able to go out and help people where they are. Chris West added that it’s exciting and is a much more proactive stance. They will be able to market their services directly and teach individuals about what the AJCs provide and how it can help them.

Performance Update

Andrea Dillard updated the Committee on where the last program year ended. EDSI did not meet 100% of their enrollment goal. She informed new members that in the first quarter of the previous year, EDSI enrolled more than 100% of their quarter goals by putting individuals into training components with the maximum amount of money allowed per person. That forced them to step back and find a new strategy as they used more money than they should have in Q1, even if they exceeded their quarterly goal. They were projecting to get between 75% and 80% of their enrollment goal. They finished the year at approximately 76%. Even though they missed their enrollment goal, the individuals exited the system and went on to receive very decent wages. The average for Adult DW was \$23, and Youth was about \$16.50.

New key performance indicators and goals from the state have not been released. Contractors have been given guidance to keep using the numbers presented last year. With that in mind, EDSI and MAC are on track to meet their enrollment closely. EDSI has been more strategic about spending and is ensuring that their spending and enrollment goals from quarter to quarter line up. MAC, the youth provider in Davidson County, has met all their enrollment goals and exceeded their actual exit and placement goals. The only red area they have is their actual placement rate. They were given a goal of 111 exits. Some individuals were in the system for quite a while, and MAC decided to exit them, knowing they might have to take some negatives. They ended up having 227 exits, with not all going to work. This resulted in a placement rate of about 73%, but there are still several quarters to help exited individuals obtain employment and still get credit for it. Freda commented that it would be quite challenging to redo this report to reflect the new strategies.

Andrea Dillard then recapped the Tennessee Youth Employment Program. The current contract will run through June 2025 and was awarded additional dollars a few months ago. The cumulative enrollment goal to achieve is 572, and they have already exceeded it with 608 participants entered into the program. The State is having everyone report their enrollments and expenditures weekly, ensuring the money is spent. The total award was a little over \$2.8M

\$1.9M has already been obligated, with \$1.39M of that being expended. Andrea believes they are doing an excellent job of making sure that the youth enrolled are working enough hours each pay period so that expenditures are where they need to be. There is an extremely large waiting list as of now, and there are a lot more youth and employers interested in participating in the program than what there is funding for. They hope this will be an excellent justification for asking for additional dollars later.

Marla commented that she is proud of the work EDSI and fiscal staff have done with this program. The state has been challenged with areas that were awarded the money and not spent it. The NM region has one of the highest rates for the amount expended, and the staff have worked very hard to ensure they're on top of reporting all the numbers. She added that in the August 14 Board meeting, there will be a panel of youth and employers that participated in the program. Andrea Dillard added that several youths have been hired as permanent employees after completing their assigned youth. Some have been offered part-time positions while they are still in school. Jeremy Tudor asked if Andrea knew the amount of youth that had been retained. Andrea Dillard replied that she is working on getting those numbers and hopes to have a more definite number to report out at the Board meeting. Jeremy Tudor added that he thinks it would be interesting to know what percentage of the youth retained are under 18. It has been a struggle in Wilson County to help employers understand that in the State of Tennessee, individuals under 18 can be hired. He added that seeing if this program is a solid pipeline to employ younger youth would be interesting. Marla replied that those are really good points. She added that the youth from last year were not eligible to be employed again this summer under the grant. However, she knows of at least one case in Montgomery County where the young man was invited back into the mayor's office this summer.

Titans Stadium Project

Andrea Dillard reminded the Committee about the Titans Stadium Building Project. Northern Middle helped the Tennessee Builders Association secure a grant through the Tennessee Department of Labor and Workforce Development to help offset some funding costs. They are recruiting individuals to take a 3.5-week course to certify them in basic construction and OSHA training. There have been 21 graduates so far. The first class only consisted of 6 people to see how it would go. All 6, 50/50 men and women, were offered jobs and are still working onsite. Four were justice-involved, had just transitioned out of prison, and still passed the background check the employers required. The second class was made up of 15 youths who had recently graduated. Not all of them went to work immediately afterward, as they were just looking to get their certifications and enroll somewhere to further their education. Four of those youths were made employment offers and are working right now. They are working with the rest who are not attending school to find employment. A third class will be starting soon with 15 participants.

Bylaws

The Department of Labor and Workforce Development requires the Board to update and amend the bylaws every two years. The only change made was the language of the roles and responsibilities of the board itself. This is taken straight from the Workforce Innovation and

Opportunities Act legislation. Anytime there is an amendment in the bylaws, it takes a 2/3 vote of all members and must be sent out two weeks in advance. No action would be taken at the Committee meetings; it would be taken at the Board meeting.

Adjourn

Since there were only a few action items, Marla asked for any ideas members thought could be done to support workforce development in the region. Chris West replied that he was very impressed and appreciated all the work going on and had nothing else to recommend at this time. With no further discussion, the meeting was adjourned.

MAC Quarterly Benchmarks 2024-2025

| Matrix: | | 2024 | | | | | | 2025 | | |
|-----------------------------------|-------|----------------|----------|---------|-----------------|---------|---------|--------------------|----------|---------|
| | | Sep 30 (QTR 1) | | | Dec. 30 (QTR 2) | | | Cumulative June 30 | | |
| | | Goal | Actual | % | Goal | Actual | % | Goal | Actual | % |
| Enrollments | ISY | 36 | 36 | 100% | 23 | 21 | 91.30% | 80 | 57 | 71.3% |
| | OSY | 14 | 14 | 100% | 18 | 15 | 83.33% | 65 | 29 | 44.6% |
| | Total | 50 | 50 | 100% | 41 | 36 | 87.80% | 145 | 86 | 59.3% |
| Exits | | | | | | | | | | |
| | Youth | 40 | 68 | 170% | 33 | 25 | 76.22% | 116 | 95 | 81.9% |
| Positive Exits (85%) | | Goal | | Percent | Goal | | Percent | Goal | | Percent |
| | | | | | | | | | | |
| | Youth | 34 | 53 | 155.9% | 28 | 17 | 61.0% | 99 | 68 | 69.0% |
| **Actual Positive Exit Rate (80%) | | | | | | | | | | |
| | | Exits | | Percent | Exits | | Percent | Exits | | Percent |
| | | 68 | 53 | 77.9% | 25 | 17 | 68.0% | 95 | 68 | 71.6% |
| Placement Wage | | | | | | | | | | |
| | Youth | \$ 13.00 | \$ 16.17 | 124.4% | \$13.00 | \$16.52 | 127.1% | \$13.00 | \$ 16.51 | 127.0% |

EDSI 24-25 Quarterly Benchmarks

| Matrix: | | 2024 | | | | | | 2025 | | |
|---------------------------------|-------------|----------------|----------|---------|-----------------|----------|---------|--------------------|----------|---------|
| | | Sep 30 (QTR 1) | | | Dec. 30 (QTR 2) | | | Cumulative June 30 | | |
| | | Goal | Actual | % | Goal | Actual | % | Goal | Actual | % |
| Enrollments | A/DW | 250 | 358 | 143.20% | 200 | 257 | 128.50% | 850 | 615 | 72.4% |
| | Total Youth | 81 | 65 | 80.25% | 50 | 57 | 114.00% | 231 | 122 | 52.8% |
| | In-School | | 21 | | | 17 | | | 38 | |
| *Exits (80% of enrollments) | A/DW | 200 | 159 | 79.50% | 160 | 109 | 68.13% | 680 | 346 | 50.9% |
| | Youth | 65 | 59 | 91.05% | 40 | 23 | 57.50% | 185 | 107 | 57.9% |
| Positive Exits # (85% of Exits) | Goal | | | Percent | Goal | | Percent | Goal | | Percent |
| | A/DW | 170 | 136 | 80.00% | 136 | 107 | 78.7% | 578 | 310 | 53.6% |
| | Youth | 55 | 55 | 99.85% | 34 | 23 | 67.6% | 157 | 92 | 58.6% |
| | Exits | | | Percent | Exits | | Percent | Exits | | Percent |
| **Actual Positive Exit Rate | A/DW | 159 | 136 | 85.53% | 109 | 107 | 98.2% | 346 | 310 | 89.6% |
| Goal 80% | Youth | 59 | 55 | 93.22% | 23 | 23 | 100.0% | 107 | 92 | 86.0% |
| | Goal | | | Percent | Goal | | Percent | Goal | | Percent |
| Placement Wage | A/DW | \$ 16.50 | \$ 21.35 | 129.39% | \$ 16.50 | \$ 20.90 | 126.7% | \$ 16.50 | \$ 21.22 | 128.6% |
| | Youth | \$ 13.00 | \$ 16.34 | 125.69% | \$ 13.00 | \$ 16.44 | 126.5% | \$ 13.00 | \$15.97 | 122.8% |

Clarksville Pilot 24-25 Quarterly Benchmarks

| Matrix: | | Dec. 30 (QTR 2) | | |
|---------------------------------|-------------|-----------------|----------|---------|
| | | Goal | Actual | % |
| Enrollments | A/DW | 30 | 34 | 113.33% |
| | Total Youth | 12 | 9 | 75.00% |
| | | | | |
| *Exits (80% of enrollments) | A/DW | 24 | 37 | 154.17% |
| | Youth | 9 | 14 | 155.56% |
| | | Goal | | Percent |
| Positive Exits # (85% of Exits) | A/DW | 20 | 31 | 152.0% |
| | Youth | 8 | 13 | 169.9% |
| | | Exits | | Percent |
| **Actual Positive Exit Rate | A/DW | 37 | 31 | 83.8% |
| Goal 80% | Youth | 14 | 13 | 92.9% |
| | | Goal | | Percent |
| Placement Wage | A/DW | \$ 16.50 | \$ 21.81 | 132.2% |
| | Youth | \$ 13.00 | \$ 19.23 | 147.9% |

Gallatin Pilot 24-25 Quarterly Benchmarks

| Matrix: | | Dec. 30 (QTR 2) | | |
|---------------------------------|-------------|-----------------|---------|---------|
| | | Goal | Actual | % |
| Enrollments | A/DW | 15 | 7 | 46.67% |
| | Total Youth | 10 | 1 | 10.00% |
| | | | | |
| *Exits (80% of enrollments) | A/DW | 12 | 0 | 0.00% |
| | Youth | 8 | 4 | 50.00% |
| | | Goal | | Percent |
| Positive Exits # (85% of Exits) | A/DW | 10 | - | 0.0% |
| | Youth | 7 | 1 | 14.7% |
| | | Exits | | Percent |
| **Actual Positive Exit Rate | A/DW | 0 | - | 0.0% |
| Goal 80% | Youth | 4 | 1 | 25.0% |
| | | Goal | | Percent |
| Placement Wage | A/DW | \$ 16.50 | \$ - | 0.0% |
| | Youth | \$ 13.00 | \$ 7.25 | 55.8% |



STATE OF TENNESSEE
DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT
220 French Landing Drive
Nashville, TN 37243
(615) 741-6642

Bill Lee
GOVERNOR

Deniece Thomas
COMMISSIONER

January 13, 2025

Marla Rye
Northern Middle TN Workforce Board
523 Madison Street
Clarksville, TN 37040

Subject: Congratulations on Your RHWDI Application Submission (AwardFOA-TN-RHCI-25-01)

Dear Marla,

Congratulations, and thank you for submitting your application for the Rural Healthcare Workforce Development Initiatives (RHWDI) funding opportunity! We truly appreciate the time, effort, and dedication you invested in preparing your proposal, as well as your commitment to advancing rural healthcare.

After careful review and consideration, we are pleased to inform you that your application has been conditionally approved for funding. We are excited to support your efforts to expand healthcare access in rural areas, and we believe your proposal will have a meaningful impact. Based upon the Tennessee Department of Labor and Workforce Development, Rural Healthcare Workforce Initiatives funding allocations, Northern Middle Tennessee Workforce Board Inc. has been awarded the following:

| | |
|--|--------------|
| Seed Funding Amount (Feb 1, 2025 - June 30, 2025): | \$119,471.00 |
| Grant Funding Amount (July 1, 2025 - June 30, 2026): | \$238,943.00 |

There are a few items in your application that require clarification, and we will also need an updated budget to move forward with the funding process. We would like the opportunity to discuss these items in more detail and guide you through the next steps. This will be a virtual meeting (via Teams) next week. The program director and an agency official with decision-making authority should be on the call (e.g., your grants writer, executive leader, contracts signatory, etc.).

Assigned Time: Wednesday, January 22, 9:00-9:30am CST

RHWDI plays a vital role in addressing the unique challenges faced by rural communities, and we are confident that your initiatives will strengthen the healthcare workforce in these areas. We encourage you to continue pursuing innovative solutions to improve the healthcare workforce.

In the coming weeks, we will provide additional details and support as you proceed with your project. Please review the following fiscal requirements to ensure your entity has completed the process.

Fiscal Requirements

1. Must be current vendor with the State of Tennessee, please visit the [Edison Supplier Portal](#) and complete the process.
2. Completion of the following documents:
 - a. Supplier Direct Deposit Authorization Form
 - b. W-9
 - c. Refer to the [Edison Supplier Portal Registration Manual](#) for additional guidance.
3. Once the required documents have been received the SmartSimple link will be sent to you to register as a new organization. For assistance with SmartSimple please contact grants.budgets@tn.gov.
4. If you currently have a SmartSimple account with the State of Tennessee, please submit the required documents in your SmartSimple account.

Thank you once again for your interest in the Rural Healthcare Workforce Development Initiatives funding opportunity. We wish you the best as you continue your efforts, and we are excited to be part of your journey.

If you have any questions, please feel free to contact me at Rural.Workforce@tn.gov.

Sincerely,



Deniece Thomas
Commissioner, TDLWD
DT/ts

Rural Healthcare Workforce Development Initiatives Grantee Awards

- 1. Align9**
- 2. Baptist Memorial Hospital**
- 3. Bethel University**
- 4. Cleveland State Community College Adult Education**
- 5. Covenant Health**
- 6. Dyersburg Health dba West Tennessee Healthcare**
- 7. Family Scholar House**
- 8. Free Medical Clinic of Oak Ridge**
- 9. Huntsville Hospital Lincoln County**
- 10. Lewis County Schools**
- 11. Lipscomb University School of Nursing**
- 12. Macon County Community Hospital**
- 13. Meharry Medical**
- 14. Mountain People's Health Councils, Inc**
- 15. Nashville State Community College**
- 16. Northeast State Community College**
- 17. Northern Middle Tennessee Workforce Board**
- 18. Roane Medical Center**
- 19. Signature Healthcare LLC**
- 20. South Central Tennessee Workforce Alliance**
- 21. Southeast Tennessee Development District**
- 22. Southern Tennessee Regional Health System**
- 23. Sweetwater Hospital Association**
- 24. Tennessee Board of Regents**
- 25. Tennessee College of Applied Technology - Dickson**
- 26. Tennessee College of Applied Technology Athens**
- 27. Tennessee College of Applied Technology Jacksboro**
- 28. Tennessee College of Applied Technology Knoxville**
- 29. Tennessee College of Applied Technology Upper Cumberland**
- 30. Tennessee Hospital Association**
- 31. Tennessee Wesleyan University**
- 32. TriStar Health**
- 33. University of Tennessee Health Science Center**
- 34. Upper Cumberland Local Workforce Development Board**
- 35. Walters State Community College**
- 36. Williamson Health**
- 37. Workforce Innovations, Inc.**
- 38. South Central Tennessee Development District/Southern Middle Local Workforce Board**



January 28, 2025

TN Department of Labor & Workforce Development
Office of Reentry
William E. Arnold, Jr., Ed. D., Director
Workforce Services Division
220 French Landing, 4-B
Nashville, TN 37243

Dear Dr. Arnold,

The Northern Middle Tennessee Workforce Board is excited about the opportunity to partner with the TN Department of Labor & Workforce Development's Office of Reentry to facilitate services in Davidson County under the Reentry Opportunities in Workforce Development (PROWD) grant.

Per TDLWD request, we have updated the Statement of Work (SOW) to reflect partners and services in Davidson County. We have additional partners and services in the Northern Middle Workforce Region, but understand the project is to cover Davidson County. We believe the statement of work reflects an ecosystem of support for the justice involved population exists in the Northern Middle Workforce region.

I look forward to working with you and expanding partnerships and services to reentry candidates. Please let me know if you need additional information or have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Marla W. Rye". The signature is fluid and cursive, with the first name being the most prominent.

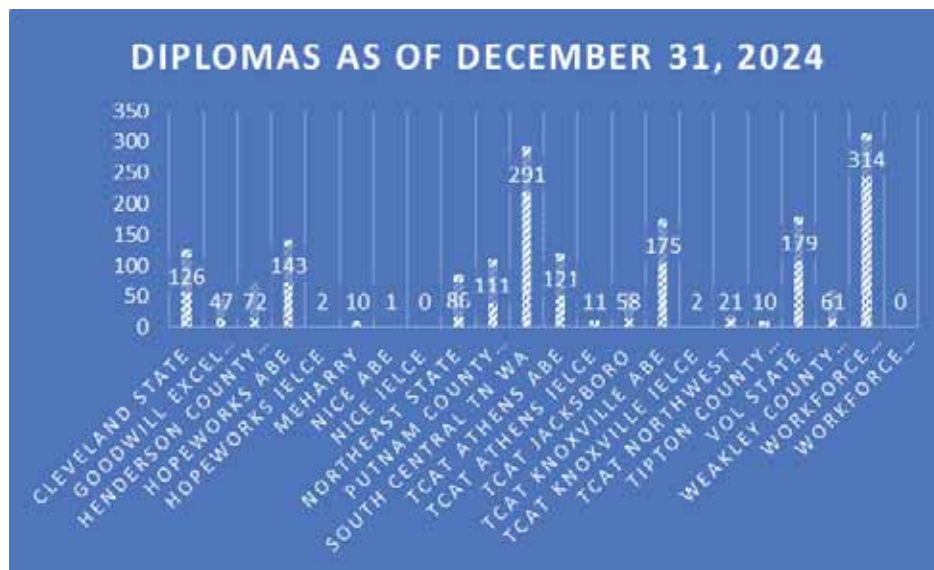
Marla W. Rye
Executive Director

HSE Diplomas

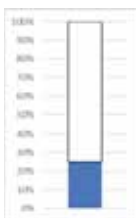


December 2024
Report Card

Year-to-Date Diploma Attainment Results



| Testing Pathways used | Graduates from Pathway | Portion of Overall Diplomas |
|--|------------------------|-----------------------------|
| HiSET-only | 656 | 28% |
| New Pathways (TABE, CASAS GOALS, ACT WK) | 1565 | 67% |
| GED-only | 100 | 5% |



Progress to 7,000 Statewide Diploma Goal:

1,841 - TDLWD Grantees

480 - Non-Grantees

Statewide Total: 2321