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 Commonly Used Workforce Acronyms

 WIOA Key Terms and Definitions

 Roberts Rules of Order Information

Virtual Meeting Etiquette



Dear New Board Member;

It is with sincere pleasure that we welcome you as a member of the Northern Middle Tennessee Local Workforce Development Board. The Board is formed under the Federal Workforce Innovation and Opportunity Act (WIOA), and is part of a State and Federal workforce system under the guidance of the US Department of Labor.

You are one of 23 individuals on the Board that represents a thirteen county region that encompasses one third of Tennessee's current labor force. You have been nominated through your county mayor and are now part of the public workforce system delivered through the American Job Centers.

Enclosed in this orientation manual are the salient points of WIOA, the mission of the Northern Middle Tennessee Local Workforce Development Board, and some of the regulations governing this body and the American Job Center system. Your contribution of your time, expertise and ability to convene and leverage resources will be critical to the Board's success in meeting the workforce needs of business and industry within our region.

We welcome you to the Northern Middle Tennessee Local Workforce Development Board, and look forward to working with you, and all the other Board members in making Middle Tennessee a prosperous region!

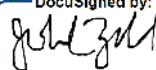
With Sincere Regards,

DocuSigned by:

A91ECD26854B47E...

Bob Rial

Chief Local Elected Official

DocuSigned by:

63BEE9CB85B8480...

John Zobl

NMTLWDB Chairperson

DocuSigned by:

36EC42C53292484...

Maria Rye

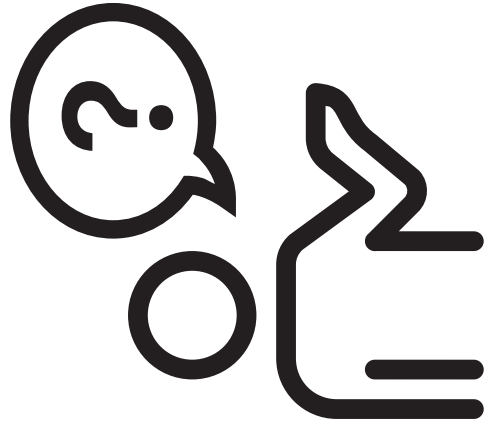
NMTLWDB Executive Director



**Northern Middle Tennessee
Workforce Board Inc.**

Board Member Orientation

Welcome to the Northern Middle Tennessee Workforce Board



Why are you
here?



Purpose

The Northern Middle Tennessee Workforce Board was established by federal law to provide leadership, direction, vision, and oversight of the Local Workforce System. Utilizing public resources, its purpose is to assist in addressing the workforce needs of employers and career development needs of workers. The Board was created as a local leadership group to oversee workforce issues in our workforce area.

The mission of the Northern Middle Tennessee Workforce Board is to help job seekers access employment, education, training, and support services to succeed in the labor market and to provide employers with the skilled workers they need to compete in the global economy.

The Board sets strategic direction at the Local Workforce Area through aligning workforce resources and monitors performance to ensure job seekers meet and exceed employer demands to include the performance requirements of the Workforce Innovation and Opportunity Act.

The Board delivers this high quality customer service to job seekers and employers throughout the American Job Center System.



Mission



Workforce Acts-History

- Workforce Development Programs since the "War on Poverty" - 1964
- Comprehensive Employment & Training Act (CETA) - 1973
- Job Training Partnership Act (JPTA) - 1982
- Workforce Investment Act (WIA) - 1998
- Workforce Innovation and Opportunity Act (WIOA) - 2014



**Northern Middle Tennessee
Workforce Board Inc.**

NMTWB Membership

Business -54%

Mary Lear
Kelly Tyler
Mark Peed
Tony Adams
Paul Webb
Jordan Osborne

Kristi Spurgeon
Shoshana Samuels
Seth Thurman
John Zobl
Robin Baldree
Dan Caldwell

Labor - 22%

Billy Givens
Anne Fugate
George "Bo" Callis
David Rutledge
Kaitlin Salyer

Government - 13%

Corey Johns
Sellittia Johnson
Brandon Phinx

Education - 11%

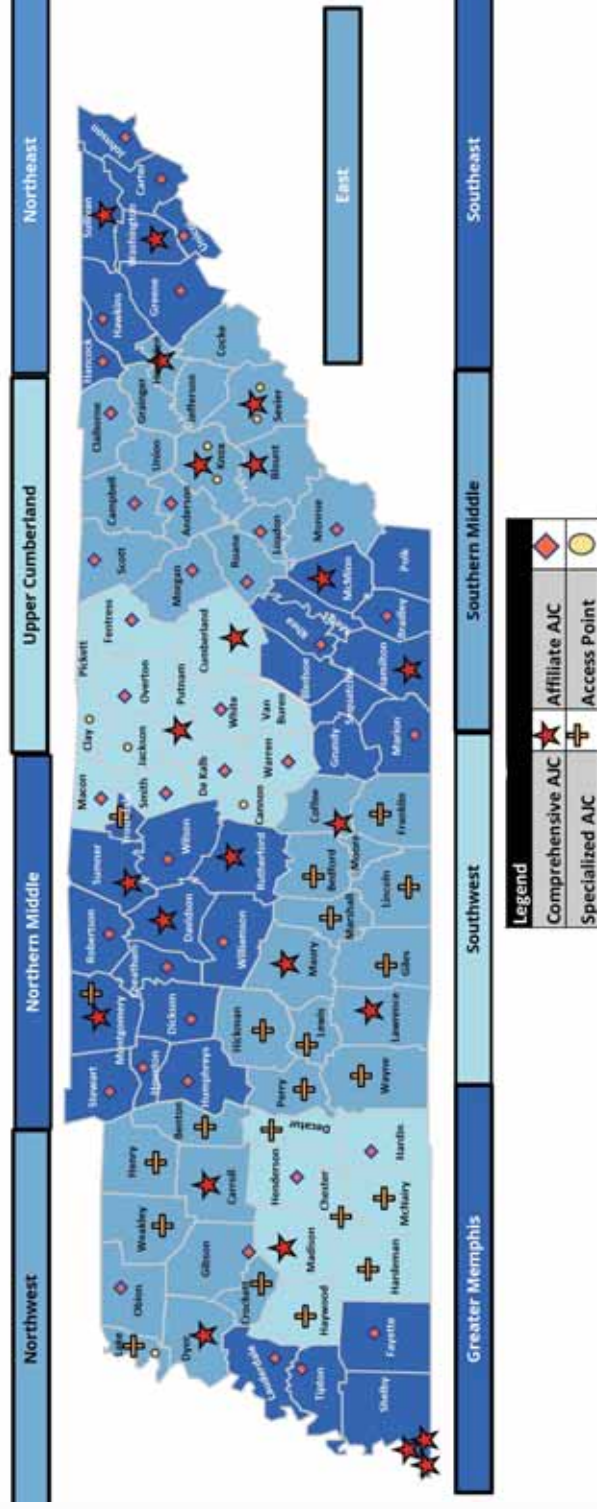
Nathan Garrett
Freda Herndon



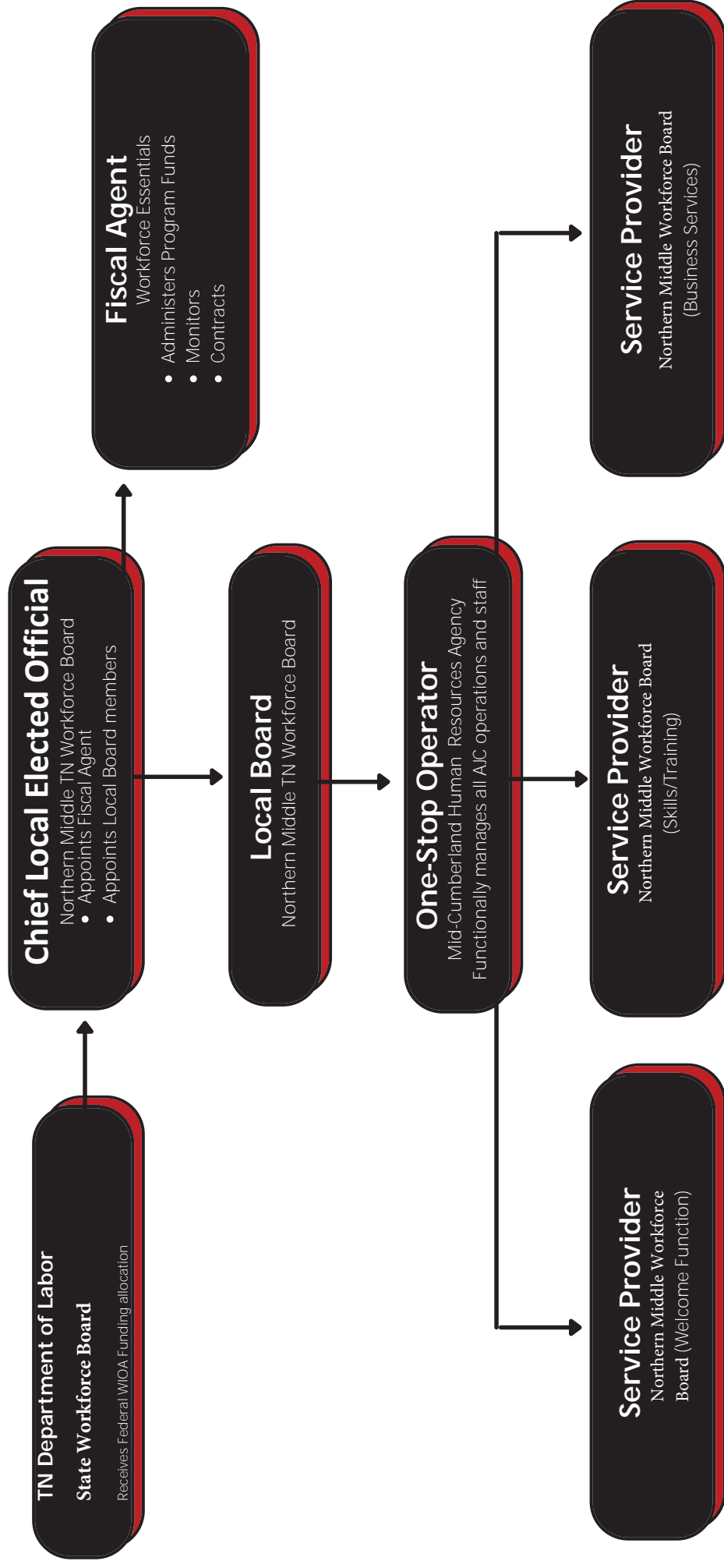
Northern Middle Tennessee
Workforce Board Inc.

Local Workforce Development Areas

AmericanJobCenter
TENNESSEE



Workforce System Flow Chart





WIOA Titles

Title I Programs

Title I is the primary source of Federal workforce development funding to prepare low income adults, youth, and dislocated workers for employment and to help them build skills once they are employed.

Title II Programs

This is the main source of Federal adult education and literacy funding, including English Language Services.

Title III Programs

Funds the Wagner-Peyser Employment Service program, which provides labor exchange services that match employers with qualified job seekers.

Title IV Programs

Funds Vocational Rehabilitation which supports a wide range of services designed to help individuals with disabilities prepare for and engage in gainful employment, and secure financial and personal independence through rehabilitative services.

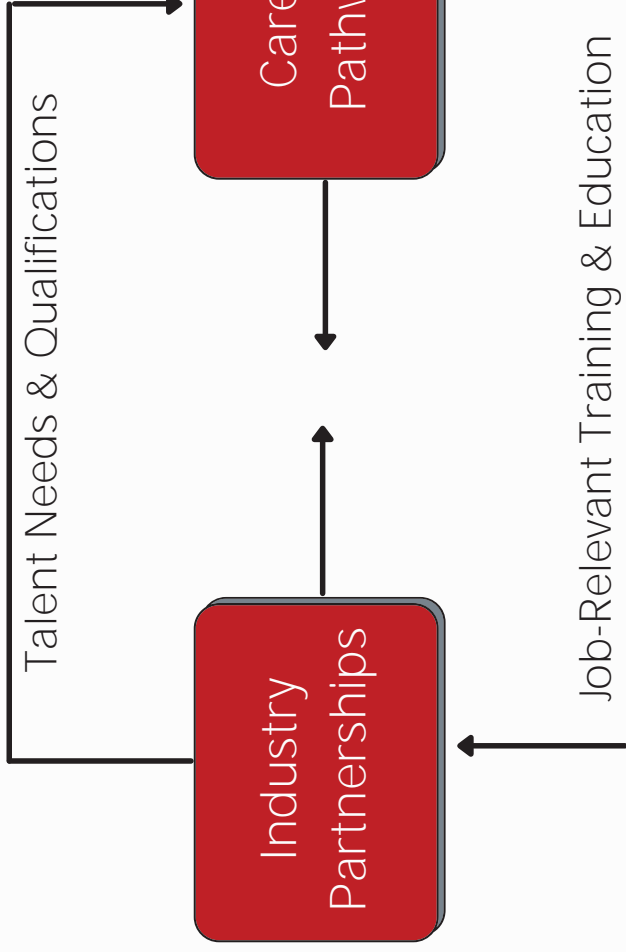


Northern Middle Tennessee
Workforce Board Inc.

Convene



Employer
Demand



Employer
Demand



Labor
Supply

- Analyze Economic Conditions
- Engage Employers
- Leverage Local Resources
- One Stop Delivery & Certification
- Regional Planning
- Monitor State Guidance



Board Function (Convene)

[Click for Detailed Responsibilities](#)



Big Themes

Workforce
Development

Education

Economic
Development

Creates a comprehensive, high-quality workforce development system by aligning workforce investment, education, and economic development.

- a. Adult Education emphasis on career pathways
- b. Encourages integrating Adult Education and occupation training
- c. Credential attainment linked to high demand occupations



BOARD STRATEGIC PRIORITIES

Connect People with Career Opportunities better than they could on their own
Manage Board Funds to Support Lifelong Career Pathways
Train the Workforce to Fill Employer Requirements
Improve the Efficiency and Effectiveness of our Training Process and System

For more Information: Contact Marla Rye @ 931.905.3500 or mrye@workforceessentials.com

WWW.NM-WB.com

Section 1:

Northern Middle Tennessee Workforce Board



Purpose

The Northern Middle Tennessee Local Workforce Development Board was established by federal law to provide leadership, direction, vision, and oversight of the Local Workforce System. Utilizing public resources, its purpose is to assist in addressing the workforce needs of employers and career development needs of workers. The Board was created as a local leadership group to oversee workforce issues in our workforce area.

Mission

The mission of the Northern Middle Tennessee Local Workforce Development Board is to help job seekers access employment, education, training, and support services to succeed in the labor market and to provide employers with the skilled workers they need to compete in the global economy.

The Board sets strategic direction at the Local Workforce Area through aligning workforce resources and monitors performance to ensure job seekers meet and exceed employer demands to include the performance requirements of the Workforce Innovation and Opportunity Act.

The Board delivers this high quality customer service to job seekers and employers throughout the American Job Center System.

**Northern Middle Tennessee Workforce Board
Board, Officer, and Committee Responsibilities
under the Workforce Innovation and Opportunities Act**

Board Responsibilities

FUNCTIONS OF LOCAL BOARD—Consistent with section 108, the functions of the local board shall include the following:

(1) LOCAL PLAN—The local board, in partnership with the chief elected official for the local area involved, shall develop and submit a local plan to the Governor that meets the requirements in section 108. If the local area is part of a planning region that includes other local areas, the local board shall collaborate with the other local boards and chief elected officials from such other local areas in the preparation and submission of a regional plan as described in section 106(c)(2).

(2) WORKFORCE RESEARCH AND REGIONAL LABOR MARKET ANALYSIS—In order to assist in the development and implementation of the local plan, the local board shall—

(A) Carry out analyses of the economic conditions in the region, the needed knowledge and skills for the region, the workforce in the region, and workforce development activities (including education and training) in the region described in section 108(b)(1)(D), and regularly update such information;

(B) Assist the Governor in developing the statewide workforce and labor market information system described in section 15(e) of the Wagner-Peyser Act (29 U.S.C. 491–2(e)), specifically in the collection, analysis, and utilization of workforce and labor market information for the region; and

(C) Conduct such other research, data collection, and analysis related to the workforce needs of the regional economy as the board, after receiving input from a wide array of stakeholders, determines to be necessary to carry out its functions.

(3) CONVENING, BROKERING, LEVERAGING—The local board shall convene local workforce development system stakeholders to assist in the development of the local plan under section 108 and in identifying non-Federal expertise and resources to leverage support for workforce development activities. The local board, including standing committees, may engage such stakeholders in carrying out the functions described in this subsection.

(4) EMPLOYER ENGAGEMENT—The local board shall lead efforts to engage with a diverse range of employers and with entities in the region involved—

(A) To promote business representation (particularly representatives with optimal policymaking or hiring authority from employers whose employment opportunities reflect existing and emerging employment opportunities in the region) on the local board;

(B) To develop effective linkages (including the use of intermediaries) with employers in the region to support employer utilization of the local workforce development system and to support local workforce investment activities;

(C) To ensure that workforce investment activities meet the needs of employers and support economic growth in the region, by enhancing communication, coordination, and collaboration among employers, economic development entities, and service providers; and

(D) To develop and implement proven or promising strategies for meeting the employment and skill needs of workers and employers (such as the establishment of industry and sector partnerships), that provide the skilled workforce needed by employers in the region, and that expand employment and career advancement opportunities for workforce development system participants in in- demand industry sectors or occupations.

(5) CAREER PATHWAYS DEVELOPMENT—The local board, with representatives of secondary and postsecondary education programs, shall lead efforts in the local area to develop and implement career pathways within the local area by aligning the employment, training, education, and supportive services that are needed by adults and youth, particularly individuals with barriers to employment.

(6) PROVEN AND PROMISING PRACTICES—The local board shall lead efforts in the local area to—

(A) Identify and promote proven and promising strategies and initiatives for meeting the needs of employers, and workers and jobseekers (including individuals with barriers to employment) in the local workforce development system, including providing physical and programmatic accessibility, in accordance with section 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), to the one-stop delivery system; and

(B) Identify and disseminate information on proven and promising practices carried out in other local areas for meeting such needs.

(7) TECHNOLOGY—The local board shall develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, and workers and jobseekers, by—

(A) Facilitating connections among the intake and case management information systems of the one-stop partner programs to support a comprehensive workforce development system in the local area;

(B) Facilitating access to services provided through the one-stop delivery system involved, including facilitating the access in remote areas;

(C) Identifying strategies for better meeting the needs of individuals with barriers to employment, including strategies that augment traditional service delivery, and increase access to services and programs of the one-stop delivery system, such as improving digital literacy skills; and

(D) Leveraging resources and capacity within the local workforce development system, including resources and capacity for services for individuals with barriers to employment.

(8) PROGRAM OVERSIGHT—The local board, in partnership with the chief elected official for the local area, shall—

(A)(i) Conduct oversight for local youth workforce investment activities authorized under section 129(c), local employment and training activities authorized under subsections (c) and (d) of section 134, and the one-stop delivery system in the local area; and (ii) ensure the appropriate use and management of the funds provided under subtitle B for the activities and system described in clause (i); and

(B) For workforce development activities, ensure the appropriate use, management, and investment of funds to maximize performance outcomes under section 116.

(9) NEGOTIATION OF LOCAL PERFORMANCE ACCOUNTABILITY MEASURES— The local board, the chief elected official, and the Governor shall negotiate and reach agreement on local performance accountability measures as described in section 116(c).

(10) SELECTION OF OPERATORS AND PROVIDERS—

(A) SELECTION OF ONE-STOP OPERATORS.—Consistent with section 121(d), the local board, with the agreement of the chief elected official for the local area—

- (i) Shall designate or certify one-stop operators as described in section 121(d)(2)(A); and
- (ii) May terminate for cause the eligibility of such operators.

(B) SELECTION OF YOUTH PROVIDERS.—Consistent with section 123, the local board—

- (i) Shall identify eligible providers of youth workforce investment activities in the local area by

awarding grants or contracts on a competitive basis (except as provided in section 123(b)), based on the recommendations of the youth standing committee, if such a committee is established for the local area under subsection (b)(4); and

(ii) May terminate for cause the eligibility of such providers certification.

(C) IDENTIFICATION OF ELIGIBLE PROVIDERS OF

TRAINING SERVICES.—Consistent with section 122, the local board shall identify eligible providers of training services in the local area.

(D) IDENTIFICATION OF ELIGIBLE PROVIDERS OF CAREER SERVICES.—If the one-stop operator does not provide career services described in section 134(c)(2) in a local area, the local board shall identify eligible providers of those career services in the local area by awarding contracts.

(E) CONSUMER CHOICE REQUIREMENTS.—Consistent with section 122 and paragraphs (2) and (3) of section 134(c), the local board shall work with the State to ensure there are sufficient numbers and types of providers of career services and training services (including eligible providers with expertise in assisting individuals with disabilities and eligible providers with expertise in assisting adults in need of adult education and literacy activities) serving the local area and providing the services involved in a manner that maximizes consumer choice, as well as providing opportunities that lead to competitive integrated employment for individuals with disabilities.

(11) COORDINATION WITH EDUCATION PROVIDERS—

(A) IN GENERAL— The local board shall coordinate activities with education and training providers in the local area, including providers of workforce investment activities, providers of adult education and literacy activities under title II, providers of career and technical education (as defined in section 3 of the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2302)) and local agencies administering plans under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732, 741).

(B) APPLICATIONS AND AGREEMENTS— The coordination described in subparagraph (A) shall include—

(i) Consistent with section 232—

(I) Reviewing the applications to provide adult education and literacy activities under title II for the local area, submitted under such section to the eligible agency by eligible providers, to determine whether such applications are consistent with the local plan; and

- (II) Making recommendations to the eligible agency to promote alignment with such plan; and
- (ii) Replicating cooperative agreements in accordance with subparagraph (B) of section 101(a)(11) of the Rehabilitation Act of 1973 (29 U.S.C. 721(a)(11)), and implementing cooperative agreements in accordance with that section with the local agencies administering plans under title I of that Act (29 U.S.C. 720 et seq.) (Other than section 112 or part C of that title (29 U.S.C. 732, 741) and subject to section 121(f)), with respect to efforts that will enhance the provision of services to individuals with disabilities and other individuals, such as cross training of staff, technical assistance, use and sharing of information, cooperative Recommendation efforts with employers, and other efforts at cooperation, collaboration, and coordination.
- (C) COOPERATIVE AGREEMENT— In this paragraph, the term “cooperative agreement” means an agreement entered into by a State designated agency or State designated unit under subparagraph (A) of section 101(a)(11) of the Rehabilitation Act of 1973.

(12) BUDGET AND ADMINISTRATION—

(A) BUDGET— The local board shall develop a budget for the activities of the local board in the local area, consistent with the local plan and the duties of the local board under this section, subject to the approval of the chief elected official.

(B) ADMINISTRATION—

(i) GRANT RECIPIENT—

(I) IN GENERAL— The chief elected official in a local area shall serve as the local grant recipient for, and shall be liable for any misuse of, the grant funds allocated to the local area under sections 128 and 133, unless the chief elected official reaches an agreement with the Governor for the Governor to act as the local grant recipient and bear such liability.

(II) DESIGNATION— In order to assist in administration of the grant funds, the chief elected official or the Governor, where the Governor serves as the local grant recipient for a local area, may designate an entity to serve as a local grant subrecipient for such funds or as a local fiscal agent. Such designation shall not relieve the chief elected official or the Governor of the liability for any misuse of grant funds as described in subclause (I).

(III) DISBURSAL—The local grant recipient or an entity designated under subclause (II) shall disburse the grant funds for workforce investment activities at the direction of the local board, pursuant to the requirements of this title. The local grant recipient or entity designated under subclause (II) shall disburse the funds immediately on receiving such direction from the local board.

(ii) GRANTS AND DONATION.—The local board may solicit and accept grants and donations from sources other than Federal funds made available under this Act.

(iii) TAX-EXEMPT STATUS—For purposes of carrying out duties under this Act, local boards may incorporate, and may operate as entities described in section 501(c)(3) of the Internal Revenue Code of 1986 that are exempt from taxation under section 501(a) of such Code.

(13) ACCESSIBILITY FOR INDIVIDUALS WITH DISABILITIES— The local board shall annually assess the physical and programmatic accessibility, in accordance with section 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), of all onestop centers in the local area.

SUNSHINE PROVISION—The local board shall make available to the public, on a regular basis through electronic means and open meetings, information regarding the activities of the local board, including information regarding the local plan prior to submission of the plan, and regarding membership, the designation and certification of one-stop operators, and the award of grants or contracts to eligible providers of youth workforce investment activities, and on request, minutes of formal meetings of the local board.

Officer Responsibilities

Chairperson

- Shall preside at all meetings of the Board and the Executive Committee.
- Shall establish agendas for each regular Board meeting.
- Shall sign, on behalf of Board, all necessary legal documents.
- Shall appoint committees and their membership-
With the exception of the Executive Committee members, which shall be appointed with the concurrence of the elected officers of the Board.
- Shall be the official representative of the Board, as required.
- May call special meetings of the Board.
- Other responsibilities as determined by the Board.

First Vice Chairperson

- Shall assume all responsibilities of the Chairperson, as noted herein, in his/ her absence.

Secretary

- Shall establish procedures and process to ensure the business carried out by the Board is properly recorded and open to the public as required in Section 107 (e) of the Act.

Committee Responsibilities

Executive Committee

Membership:

- Board Officers
- Committee Chairs
- At Large Representatives, as needed

Responsibility:

- Assist Chairperson in establishing agendas for regular Board meetings
- Submit recommendations to the Board for action
- Oversee the participation of the Board members
- Recommend staff actions
- Meet monthly or as necessary

Finance Committee

Membership:

- The Finance Committee shall be chaired by a member of the Board appointed by the Chairperson, may include other members of the Board, and shall include other individuals appointed by the Executive Committee determines to have the appropriate experience and expertise.

Responsibility:

The Finance committee will provide budgetary information, the infrastructure agreement, assist with funding, financial and operational issues relating to the American Job Center system, which may include as members, on this committee representatives of the American Job Center partners.

Innovations Committee

Membership:

- The Innovations Committee shall be chaired by a member of the Board appointed by the Chairperson, may include other members of the Board, and shall include other individuals appointed by the Executive Committee determines to have the appropriate experience and expertise

Responsibility:

- The Innovation Committee will provide information and will assist with planning, operational, and other issues relating to the workforce system. They will identify and share best practices, develop strategies for technological alignment and integration as well as securing other resources to supplement existing systems.

Special Populations Committee

Membership:

- The Special Populations Committee shall be chaired by a member of the Board appointed by the Chairperson, may include other members of the Board, and shall include other individuals appointed by the Executive Committee determines to have the appropriate experience and expertise.

Responsibility:

- The Special Populations Committee will provide information and assist with operational and other issues relating to the provision of services to youth to include community based organizations with a demonstrated success in serving eligible youth. Serving diverse and underserved populations, including individuals with disabilities, veterans, transitioning soldiers, and spouses. Oversee activities to promote diversity and inclusion in all facets of the programs, including issues relating to compliance with section 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding providing programmatic and physical access to the services, programs, and activities of the American Job Center system, as well as appropriate training for staff on providing supports for or accommodations to, and finding employment opportunities for, individuals with disabilities.

Section 2:

County Mayors & Executives Board & Chief Local Official Guidelines

NMTWB Organization

Members:

The Mayors for the following counties: Cheatham, Davidson, Dickson, Houston, Humphreys, Montgomery, Robertson, Rutherford, Stewart, Sumner, Trousdale, Williamson, and Wilson appoint the members of the Board. The Board is comprised of 23 volunteer members with a majority representing the private sector.

The remaining members represent:

- Organized Labor
- Economic and Community Development
- Education
- Community Based Organizations
- Partners operating within the One Stop System

Structure

The Board shall elect the following:

- Chairperson
- First Vice Chairperson
- Secretary

The Chairperson shall be selected from the private sector members representing business concerns.

The First Vice Chairperson shall be selected from among the private sector members representing business concerns and shall be from a different county from the Chairperson.

The Secretary shall be selected from the members representing businesses or other organizations.

Said officers shall be elected by a majority vote of the Board members present in a regular meeting. Said officers shall serve for a two year term, commencing the first day of the month following an election.

Workforce Services Policy-Local Governance Policy

[Click here](#) to read the policies.

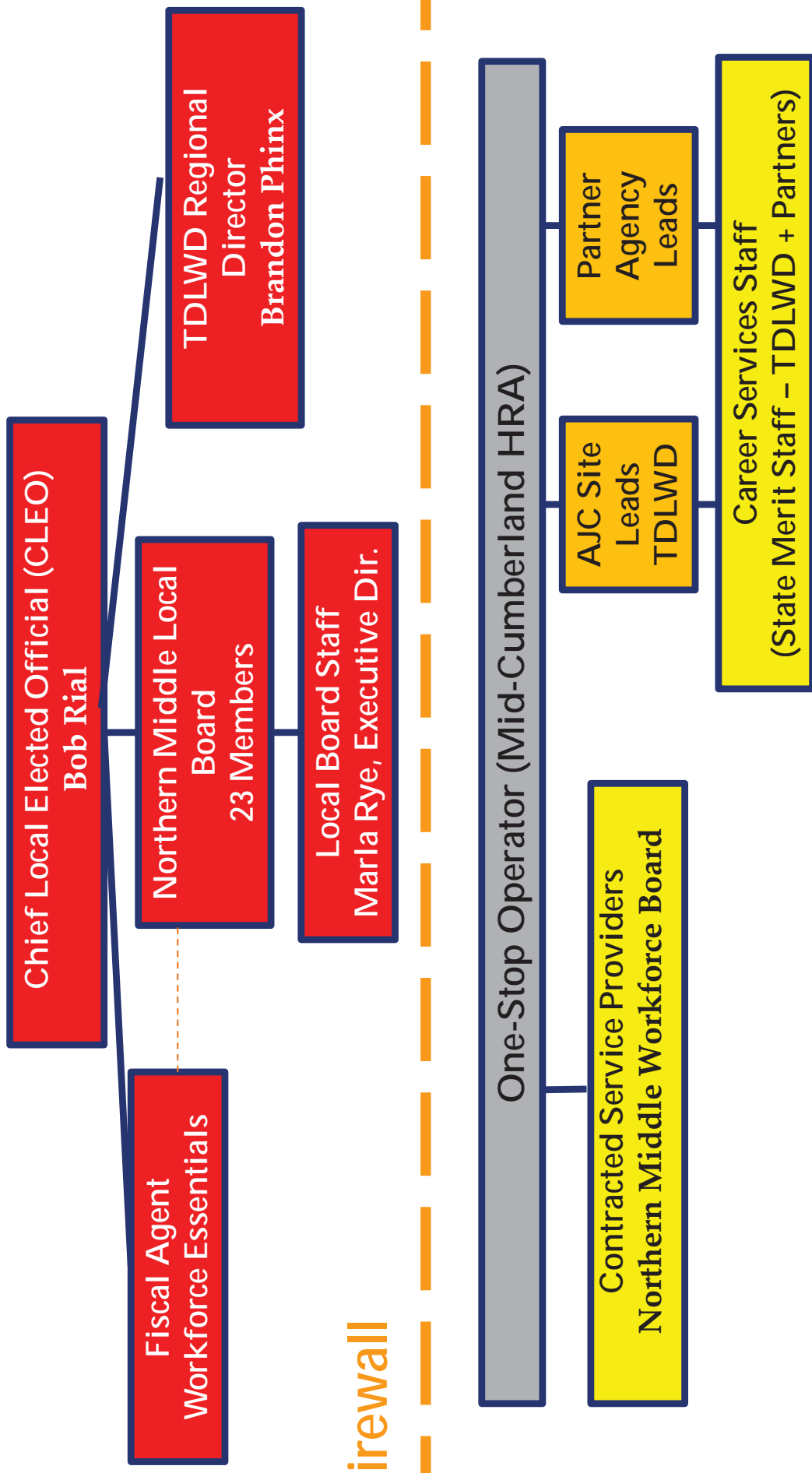
Section 3:

Northern Middle Tennessee Workforce Board Bylaws

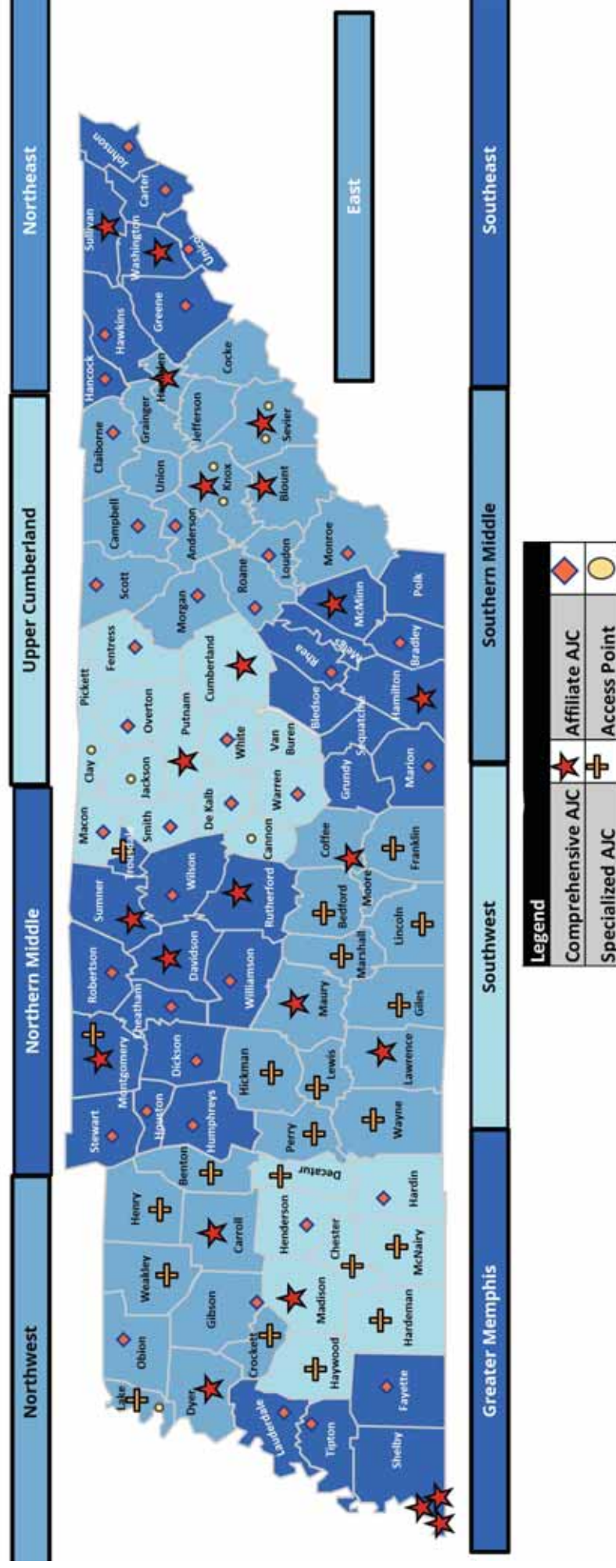
Section 4:

Local Workforce Development Area and State Delivery

Northern Middle Workforce System Structure



Workforce Areas



County Locations

Cheatham County 384 South Main Street Ashland City, TN 37015 P: 615-792-2520 F: 615-792-3509	Davidson County 2245 Elm Hill Pike Nashville, TN 37243 P: 615-253-8920 F: 615-253-5525
Dickson County 250 Beasley Drive Dickson, TN 37055 P: 615-446-0229 F: 615-446-9579	Houston County 155 West Front Street PO Box 609 Erin, TN 37061 P: 931-289-4127 F: 391-289-4328
Humphreys County 711 Holly Lane Waverly, TN 37185 P: 931-296-5872 Ext. 1200 F: 931-296-1546	Montgomery County 523 Madison Street Suite B Clarksville, TN 37040 P: 931-905-3551 F: 931-551-9108
Robertson County 299 10 th Ave. E Springfield, TN 37172 P: 615-384-1097 F: 615-384-4318	Rutherford County 1313 Old Fort Parkway Murfreesboro, TN 37129 P: 615-898-8081 F: 615-898-8068
Stewart County 1356 Donelson Parkway Dover, TN 37058 P: 931-232-5035 F: 931-232-9574	Sumner County 1598 Greenlea Blvd. Gallatin, TN 37066 P: 615-452-1964 F: 615-452-2465
Trousdale County 204 McMurray Blvd. Hartsville, TN 37074 P: 615-680-3377 F: 615-680-3458	Williamson County 118 Seaboard Lane Franklin, TN 37067 P: 615-370-6004 F: 615-370-1524
Wilson County 415 Tennessee Blvd Lebanon, TN 37087 P: 615-444-9355 F: 615-449-5627	

Section 5:

WIOA Information

- [Public Law 113-128-WIOA](#)
- [WIOA Federal Register](#)
 - [WIOA Final Rules](#)
- [2024-2027 Tennessee WIOA State Plan](#)

Section 6:

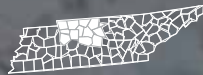
Northern Middle Tennessee Local Workforce Development Board Plan

Section 7:

Middle Tennessee Regional Workforce Plan 2024-2027

Section 8:

Labor Force Data



Northern Middle LWDA

Workforce Essentials, Inc.



523 Madison Street
Clarksville, Tennessee 37040

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Report Parameters

13 Counties

47021	Cheatham County, TN	47125	Montgomery County, TN
47037	Davidson County, TN	47147	Robertson County, TN
47043	Dickson County, TN	47149	Rutherford County, TN
47083	Houston County, TN	47161	Stewart County, TN
47085	Humphreys County, TN	See Appendix A for all 13 Counties	

Class of Worker

QCEW Employees, Non-QCEW Employees, and Self-Employed

The information in this report pertains to the chosen geographical areas.

Economy Overview

2,222,085

Population (2024)

Population **grew by 194,439** over the last 5 years and is projected to **grow by 175,450** over the next 5 years.

1,258,087

Total Regional Employment

Jobs **grew by 118,625** over the last 5 years and are projected to **grow by 120,057** over the next 5 years.

\$84.3K

Avg. Earnings Per Job (2024)

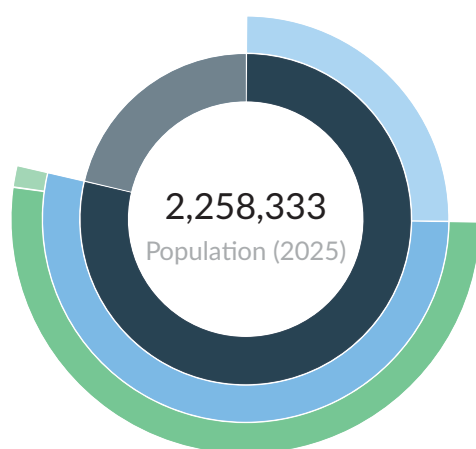
Regional average earnings per job are **\$2.4K below** the national average earnings of \$86.7K per job.

Takeaways

- As of 2024 the region's population **increased by 9.6%** since 2019, growing by 194,439. Population is expected to **increase by 7.9%** between 2024 and 2029, adding 175,450.
- From 2019 to 2024, jobs **increased by 10.4%** in Northern Middle LWDA from 1,139,462 to **1,258,087**. This change **outpaced the national growth rate of 4.3% by 6.1%**. As the number of jobs increased, the **labor force participation rate decreased from 68.9% to 68.1% between 2019 and 2024**.
- Concerning educational attainment, **26.0% of the selected regions' residents possess a Bachelor's Degree** (4.5% above the national average), and **7.7% hold an Associate's Degree** (1.1% below the national average).
- The top three industries in 2024 are Restaurants and Other Eating Places, General Medical and Surgical Hospitals, and Education and Hospitals (Local Government).

	Population (2025)	Labor Force (May 2025)	Jobs (2024)	Cost of Living	GRP	Imports	Exports
Region	2,258,333	1,208,340	1,258,087	96.1	\$221.95B	\$156.24B	\$211.90B
State	7,280,342	3,486,540	3,706,889	92.3	\$554.85B	\$452.79B	\$569.76B

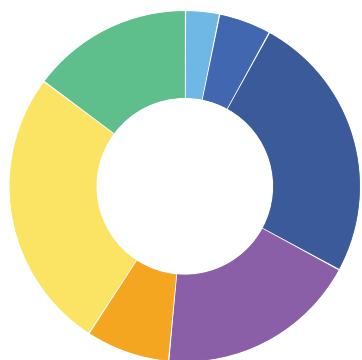
May 2025 Labor Force Breakdown



	Population
16+ Civilian Non-Institutionalized Population	1,775,337
Not in Labor Force (16+)	566,997
Labor Force	1,208,340
Employed	1,174,404
Unemployed	33,936
Under 16, Military, and institutionalized Population	482,995

Educational Attainment

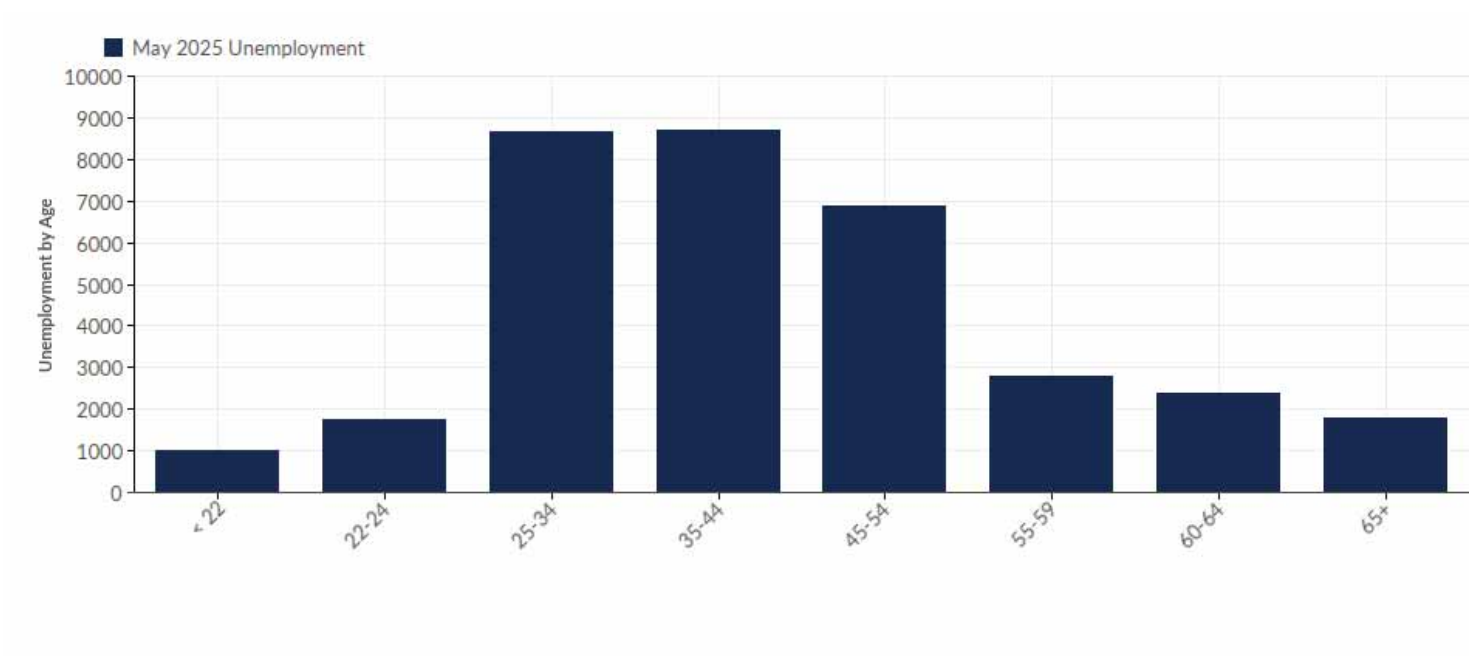
Concerning educational attainment, **26.0% of the selected regions' residents possess a Bachelor's Degree** (4.5% above the national average), and **7.7% hold an Associate's Degree** (1.1% below the national average).



	% of Population	Population
Less Than 9th Grade	3.1%	47,029
9th Grade to 12th Grade	4.8%	72,828
High School Diploma	24.9%	375,750
Some College	18.6%	280,547
Associate's Degree	7.7%	116,743
Bachelor's Degree	26.0%	392,583
Graduate Degree and Higher	14.9%	224,733

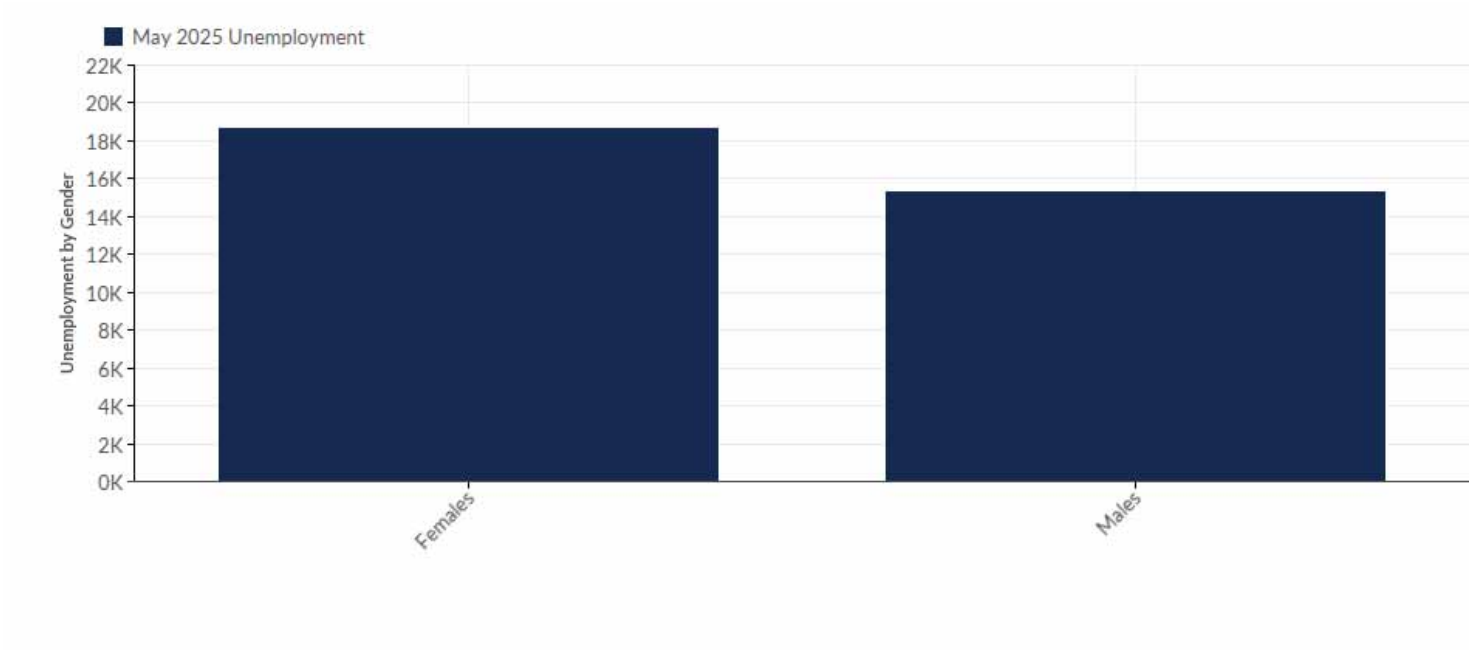
Unemployment by Demographics

Unemployment by Age



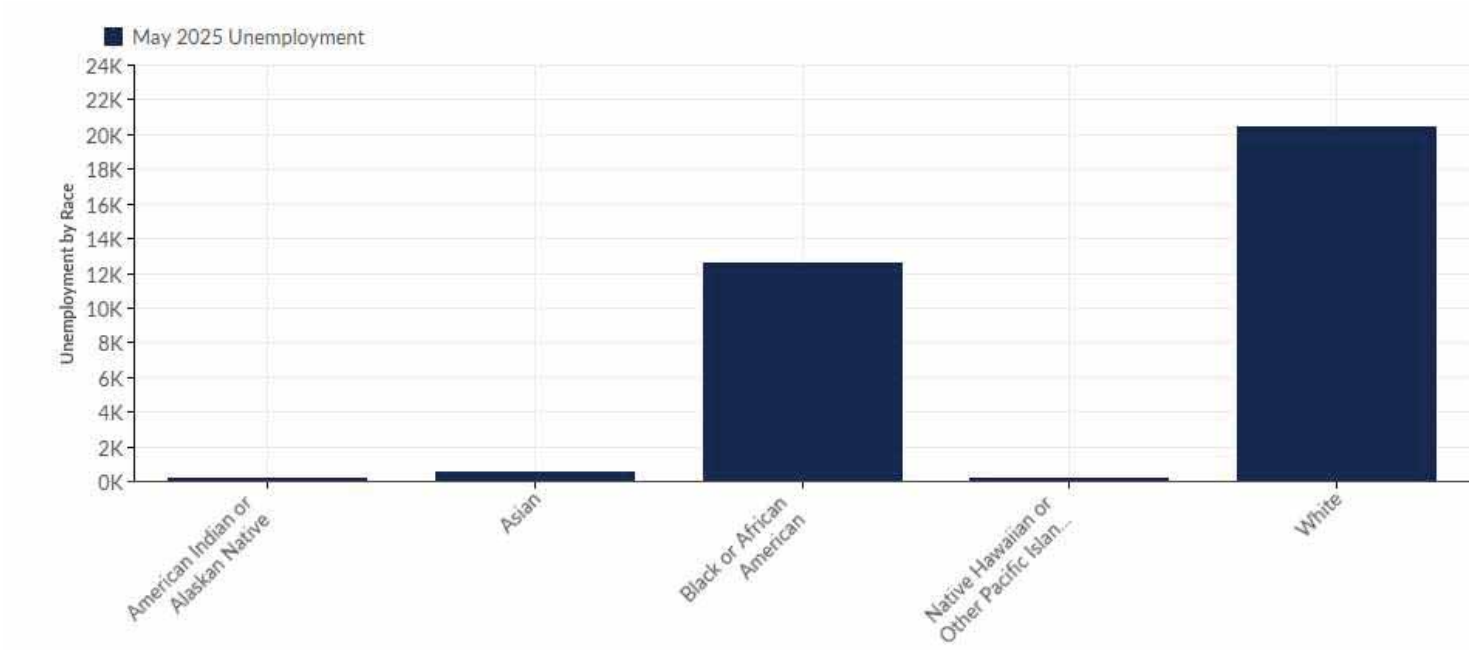
Age	Unemployment (May 2025)	% of Unemployed
< 22	1,020	3.01%
22-24	1,757	5.18%
25-34	8,670	25.55%
35-44	8,686	25.60%
45-54	6,863	20.22%
55-59	2,789	8.22%
60-64	2,364	6.97%
65+	1,786	5.26%
Total	33,936	100.00%

Unemployment by Gender



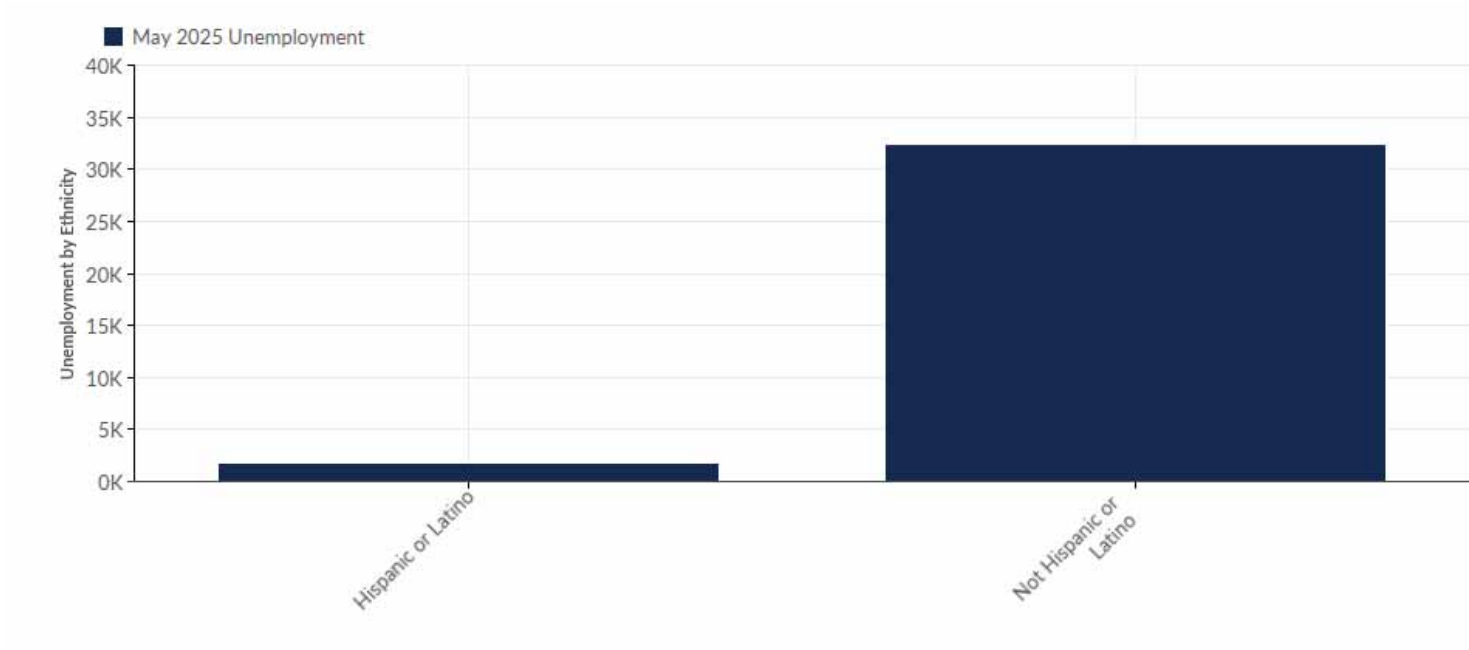
Gender	Unemployment (May 2025)	% of Unemployed
Females	18,645	54.94%
Males	15,291	45.06%
Total	33,936	100.00%

Unemployment by Race



Race	Unemployment (May 2025)	% of Unemployed
American Indian or Alaskan Native	220	0.65%
Asian	556	1.64%
Black or African American	12,572	37.05%
Native Hawaiian or Other Pacific Islander	134	0.39%
White	20,454	60.27%
Total	33,936	100.00%

Unemployment by Ethnicity

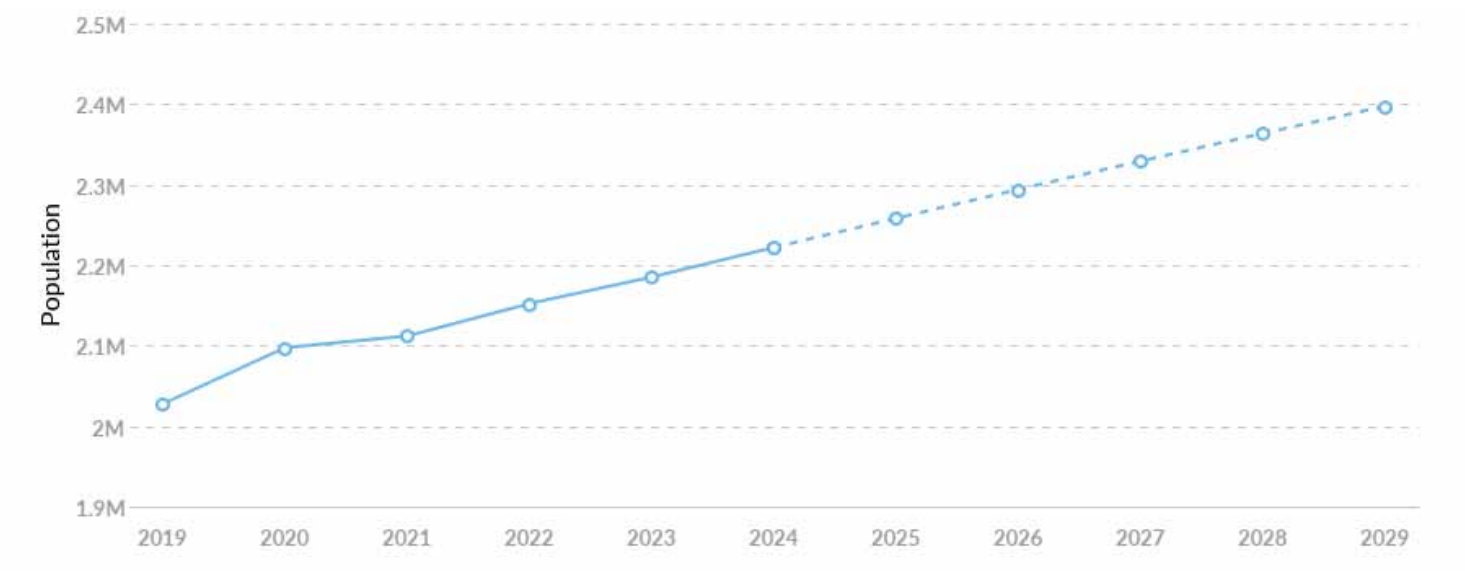


Ethnicity	Unemployment (May 2025)	% of Unemployed
Hispanic or Latino	1,655	4.88%
Not Hispanic or Latino	32,281	95.12%
Total	33,936	100.00%

Historic & Projected Trends

Population Trends

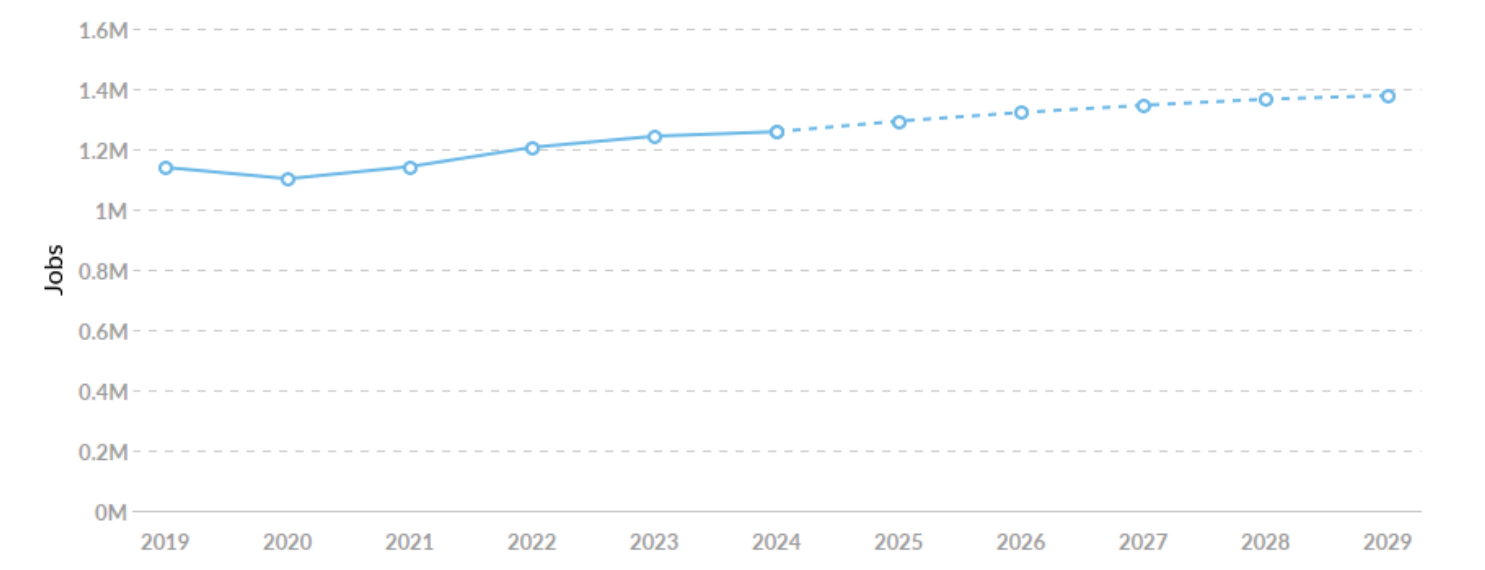
As of 2024 the region's population **increased by 9.6%** since 2019, growing by 194,439. Population is expected to **increase by 7.9%** between 2024 and 2029, adding 175,450.



Timeframe	Population
2019	2,027,646
2020	2,097,436
2021	2,111,993
2022	2,152,214
2023	2,185,289
2024	2,222,085
2025	2,258,333
2026	2,294,181
2027	2,329,279
2028	2,363,740
2029	2,397,535

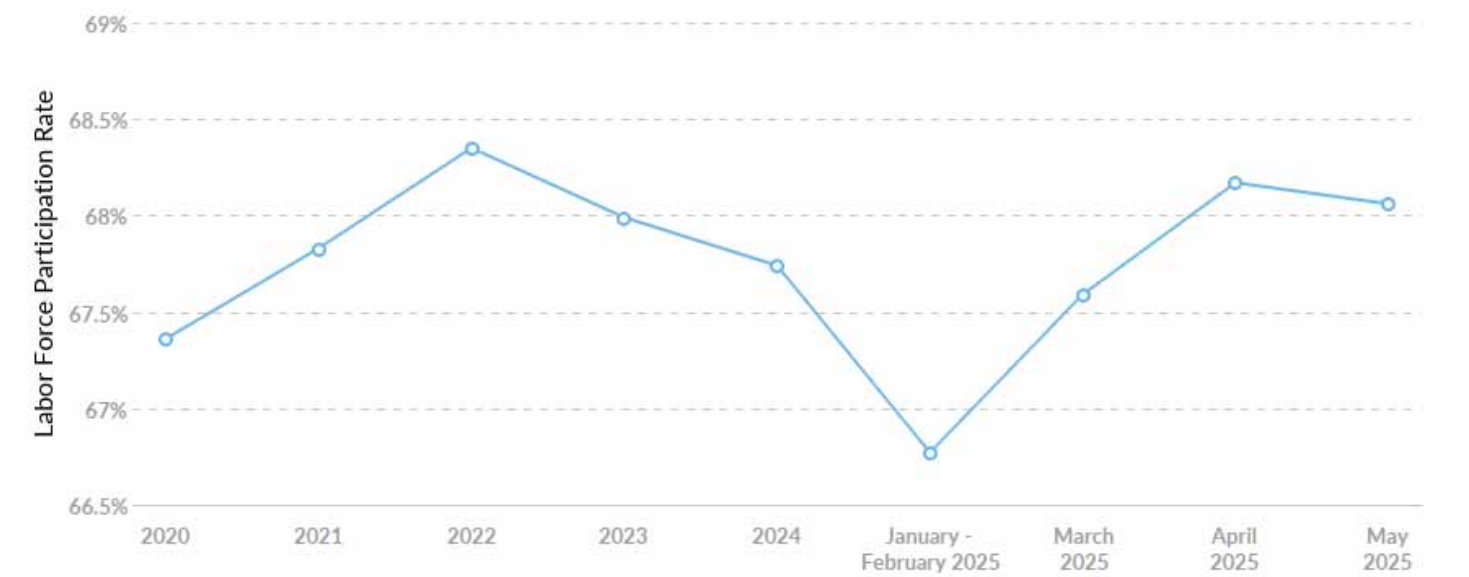
Job Trends

From 2019 to 2024, jobs increased by **10.4%** in Northern Middle LWDA from 1,139,462 to **1,258,087**. This change **outpaced the national growth rate of 4.3% by 6.1%**.



Timeframe	Jobs
2019	1,139,462
2020	1,101,878
2021	1,142,436
2022	1,206,266
2023	1,243,133
2024	1,258,087
2025	1,293,264
2026	1,321,935
2027	1,345,885
2028	1,366,138
2029	1,378,144

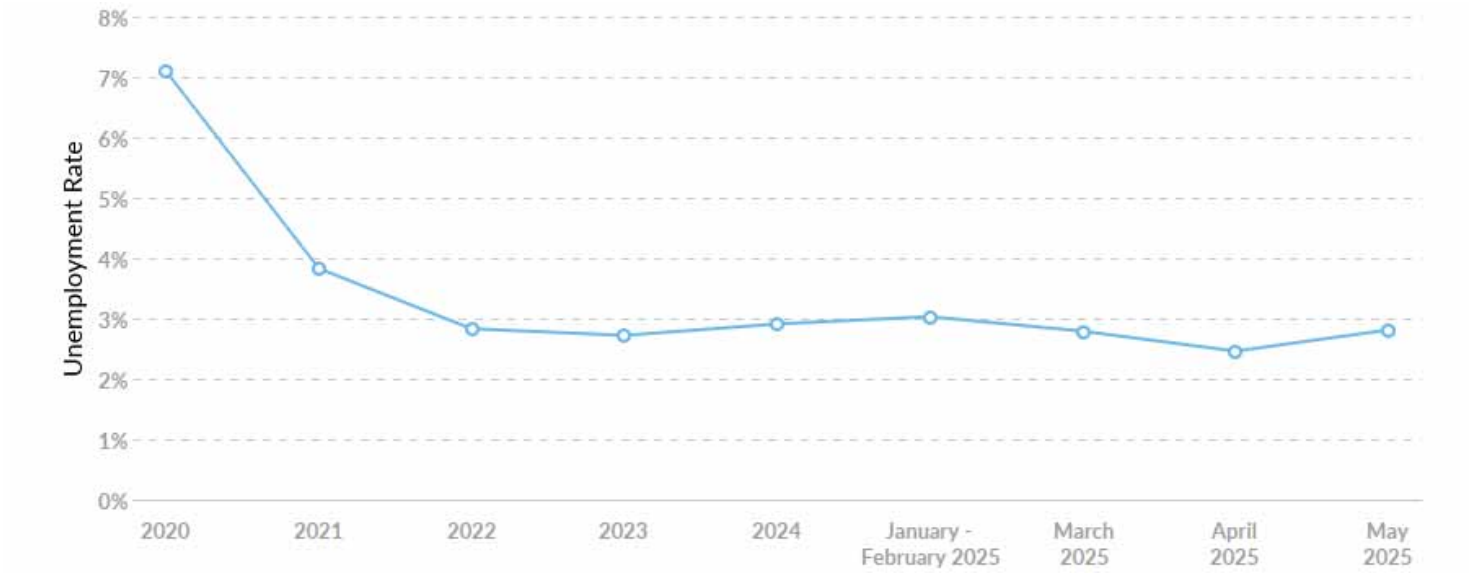
Labor Force Participation Rate Trends



Timeframe	Labor Force Participation Rate
2020	67.36%
2021	67.83%
2022	68.35%
2023	67.99%
2024	67.74%
January - February 2025	66.77%
March 2025	67.59%
April 2025	68.17%
May 2025	68.06%

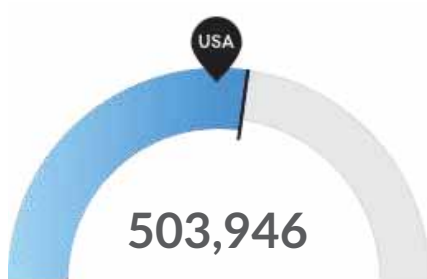
Unemployment Rate Trends

Your areas had a May 2025 unemployment rate of 2.81%, **decreasing from 7.10%** 5 years before.



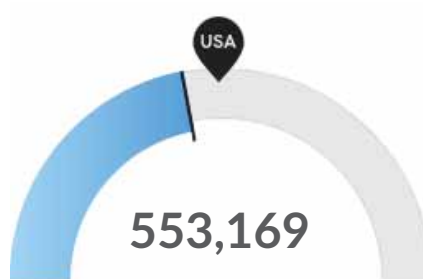
Timeframe	Unemployment Rate
2020	7.10%
2021	3.83%
2022	2.83%
2023	2.72%
2024	2.91%
January - February 2025	3.03%
March 2025	2.79%
April 2025	2.46%
May 2025	2.81%

Population Characteristics



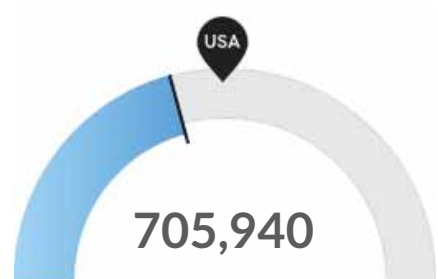
Millennials

Your area has 503,946 millennials (ages 25-39). The national average for an area this size is 444,015.



Retiring Soon

Retirement risk is low in your area. The national average for an area this size is 659,686 people 55 or older, while there are 553,169 here.



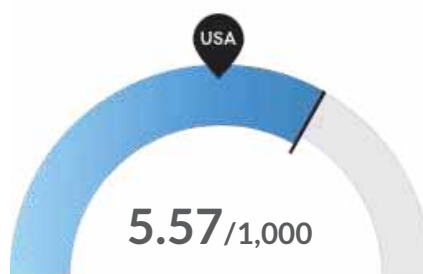
Racial Diversity

Racial diversity is low in your area. The national average for an area this size is 910,109 racially diverse people, while there are 705,940 here.



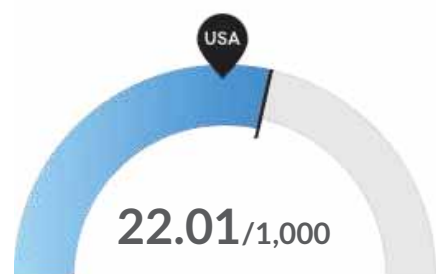
Veterans

Your area has 117,712 veterans. The national average for an area this size is 108,112.



Violent Crime

Your area has 5.57 violent crimes per 1,000 people. The national rate is 3.54 per 1,000 people.

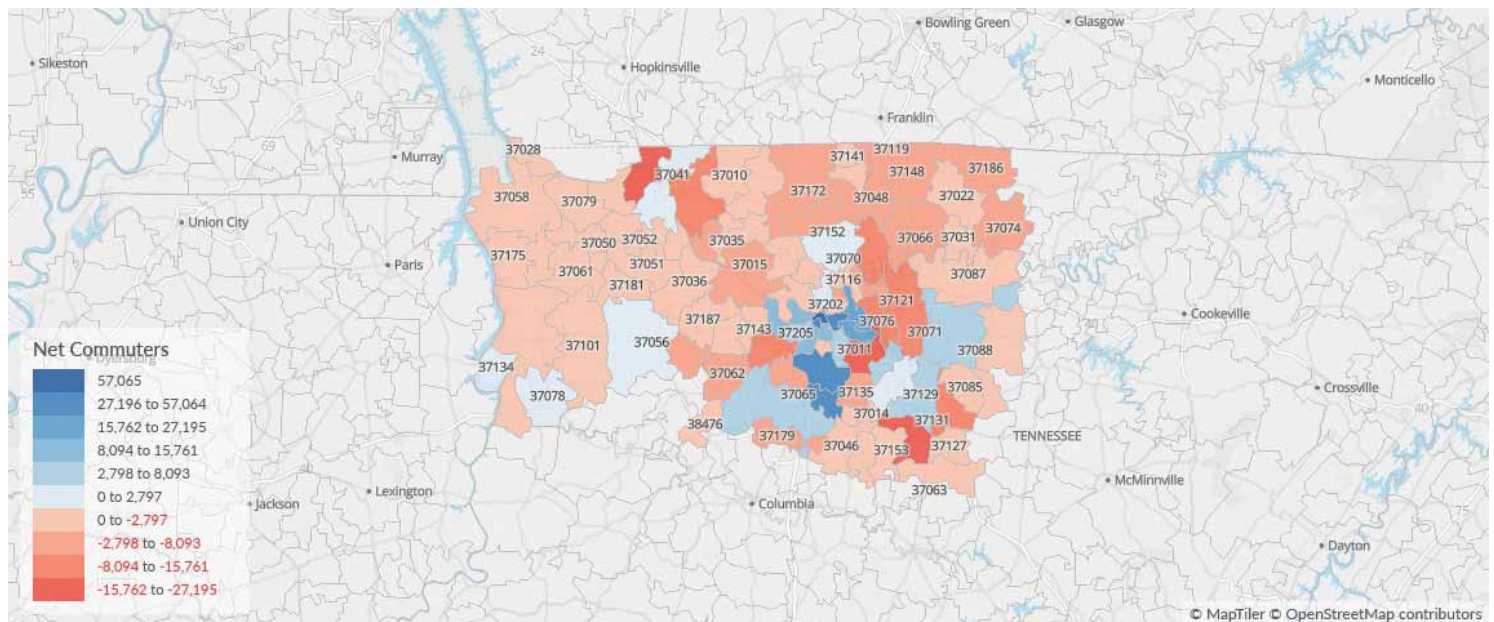


Property Crime

Your area has 22.01 property crimes per 1,000 people. The national rate is 18.02 per 1,000 people.

Place of Work vs Place of Residence

Understanding where talent in the region currently works compared to where talent lives can help you optimize site decisions. For example, the #1 ranked ZIP for employment ranks #27 for resident workers. The top ZIP for resident workers is 37013.



Where Talent Works

ZIP	Name	2024 Employment
37203	Nashville, TN (in Davids...	73,030
37027	Brentwood, TN (in Willi...	61,269
37067	Franklin, TN (in Williams...	50,270
37211	Nashville, TN (in Davids...	45,469
37129	Murfreesboro, TN (in Ru...	42,821

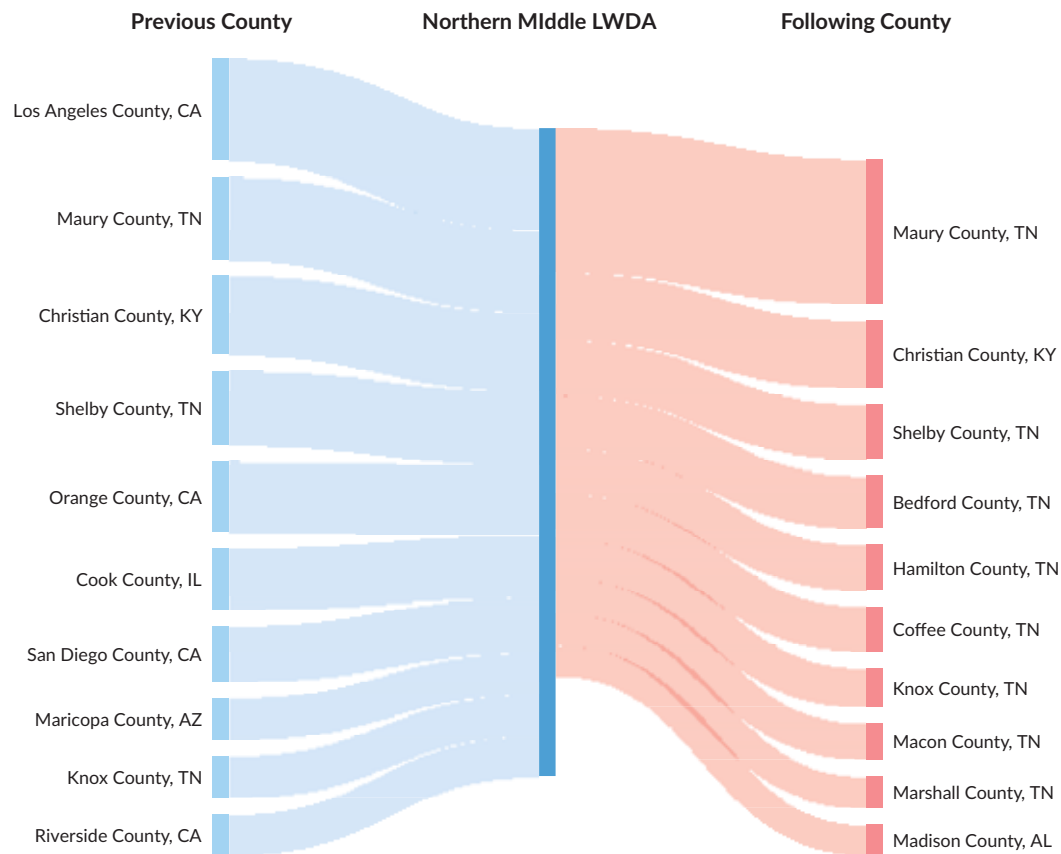
Where Talent Lives

ZIP	Name	2024 Workers
37013	Antioch, TN (in Davidso...	47,628
37075	Hendersonville, TN (in S...	40,969
37042	Clarksville, TN (in Mont...	40,005
37211	Nashville, TN (in Davids...	38,737
37122	Mount Juliet, TN (in Wil...	38,652

Inbound and Outbound Migration

The table below analyzes past and current residents of Northern Middle LWDA. The left column shows residents of other counties migrating to Northern Middle LWDA. The right column shows residents migrating from Northern Middle LWDA to other counties.

As of 2022, 2,400 people have migrated from Los Angeles County, CA to Northern Middle LWDA. In the same year, 3,408 people left Northern Middle LWDA migrating to Maury County, TN. The total Net Migration for Northern Middle LWDA in 2022 was 14,090.



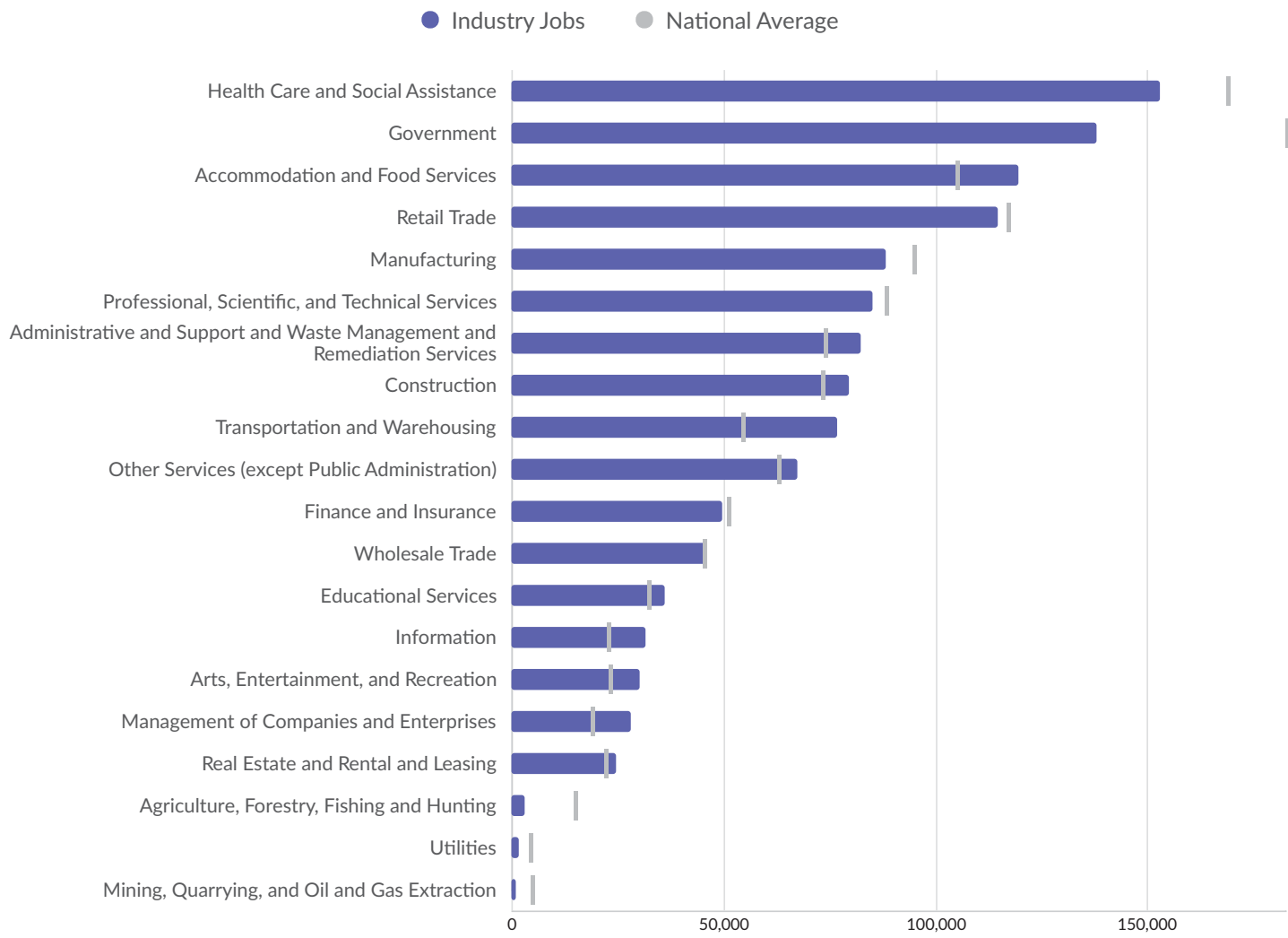
Top Previous Counties	Migrations
Los Angeles County, CA	2,400
Maury County, TN	1,952
Christian County, KY	1,851
Shelby County, TN	1,745
Orange County, CA	1,672

Top Previous Counties	Migrations
Cook County, IL	1,446
San Diego County, CA	1,312
Maricopa County, AZ	988
Knox County, TN	978
Riverside County, CA	958
Hamilton County, TN	782
Bedford County, TN	691
Clark County, NV	657
Harris County, TX	650
King County, WA	623
Top Following Counties	Migrations
Maury County, TN	3,408
Christian County, KY	1,596
Shelby County, TN	1,296
Bedford County, TN	1,247
Hamilton County, TN	1,073
Coffee County, TN	1,061
Knox County, TN	913
Macon County, TN	858
Marshall County, TN	753
Madison County, AL	717
Hickman County, TN	712
Warren County, KY	681
Maricopa County, AZ	655
Harris County, TX	651

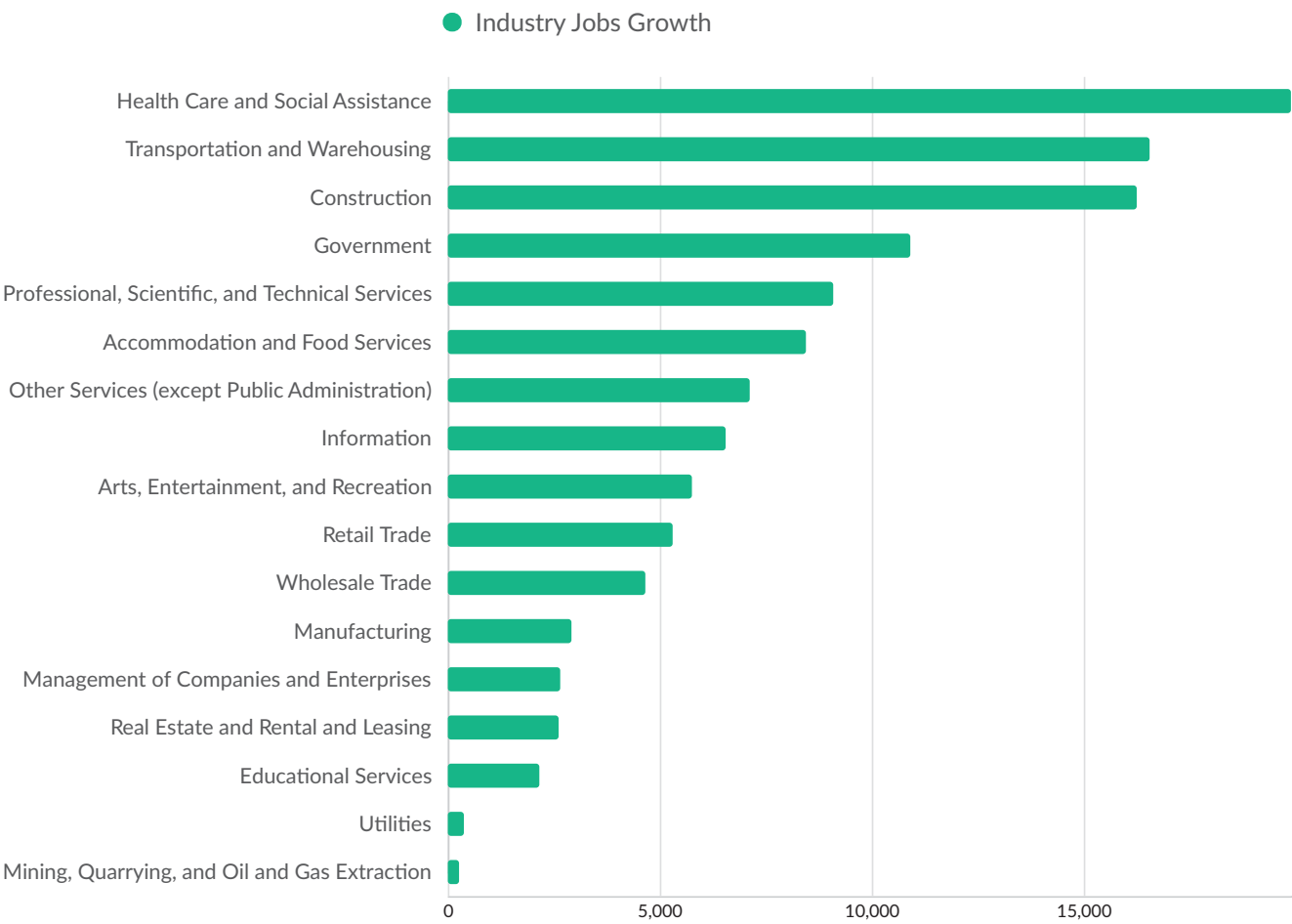
Top Following Counties	Migrations
Cook County, IL	613

Industry Characteristics

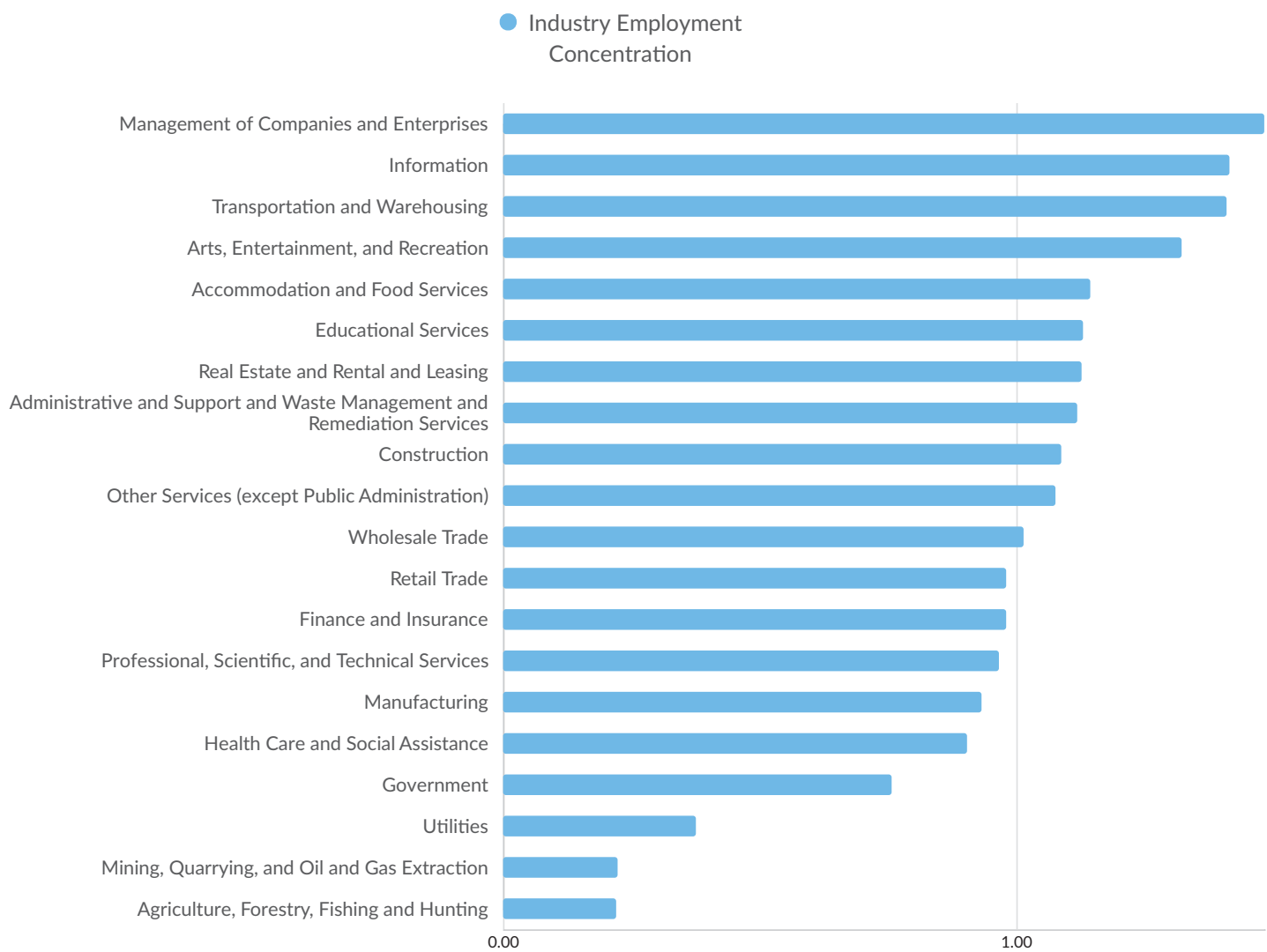
Largest Industries



Top Growing Industries



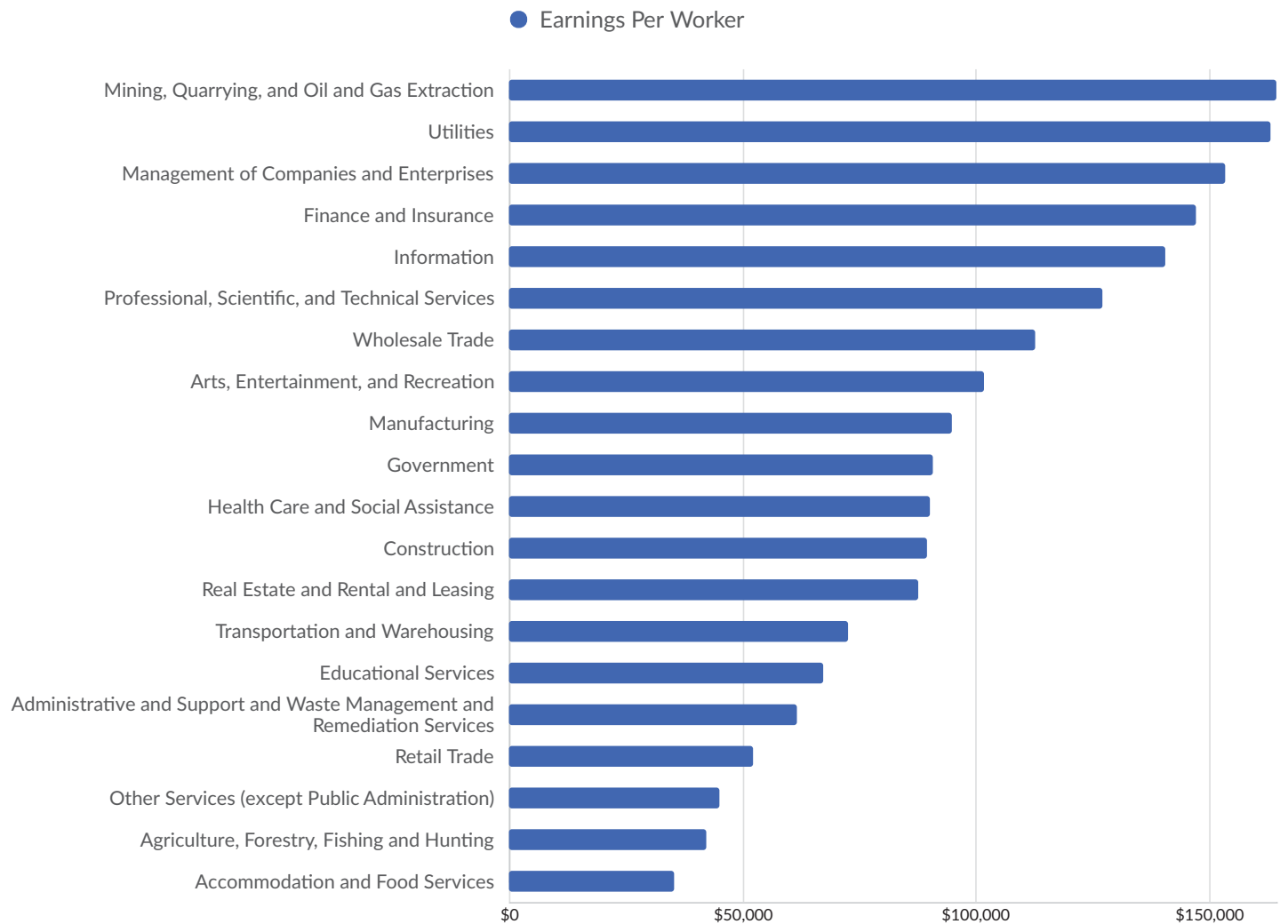
Top Industry Employment Concentration



Top Industry GRP























Top Industry Earnings



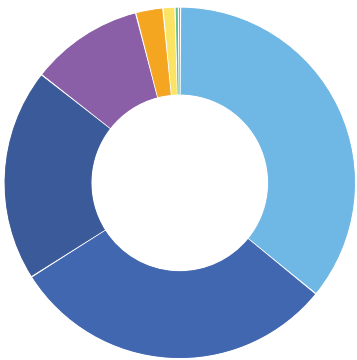
Business Characteristics

162,027 Companies Employ Your Workers

Online profiles for your workers mention 162,027 companies as employers, with the top 10 appearing below. In the last 12 months, 23,503 companies in your area posted job postings, with the top 10 appearing below.

Top Companies	Profiles	Top Companies Posting	Unique Postings
United States Army	13,021 	HCA Healthcare	9,077 
Vanderbilt Univ Medical Center	11,807 	Williamson Health Rehabilitatio...	5,626 
HCA Healthcare	11,364 	Vanderbilt Health	3,882 
State of Tennessee	10,984 	Vanderbilt Univ Medical Center	3,771 
Vanderbilt University	10,699 	Amazon	3,368 
Amazon	5,300 	Ascension	2,709 
Nissan	5,139 	GPAC	2,678 
Metro Nashville Public Schools	4,978 	Walmart	2,079 
Middle Tennessee State Univers...	3,694 	Lee Company	1,757 
Asurion	3,376 	Kroger	1,709 

Business Size

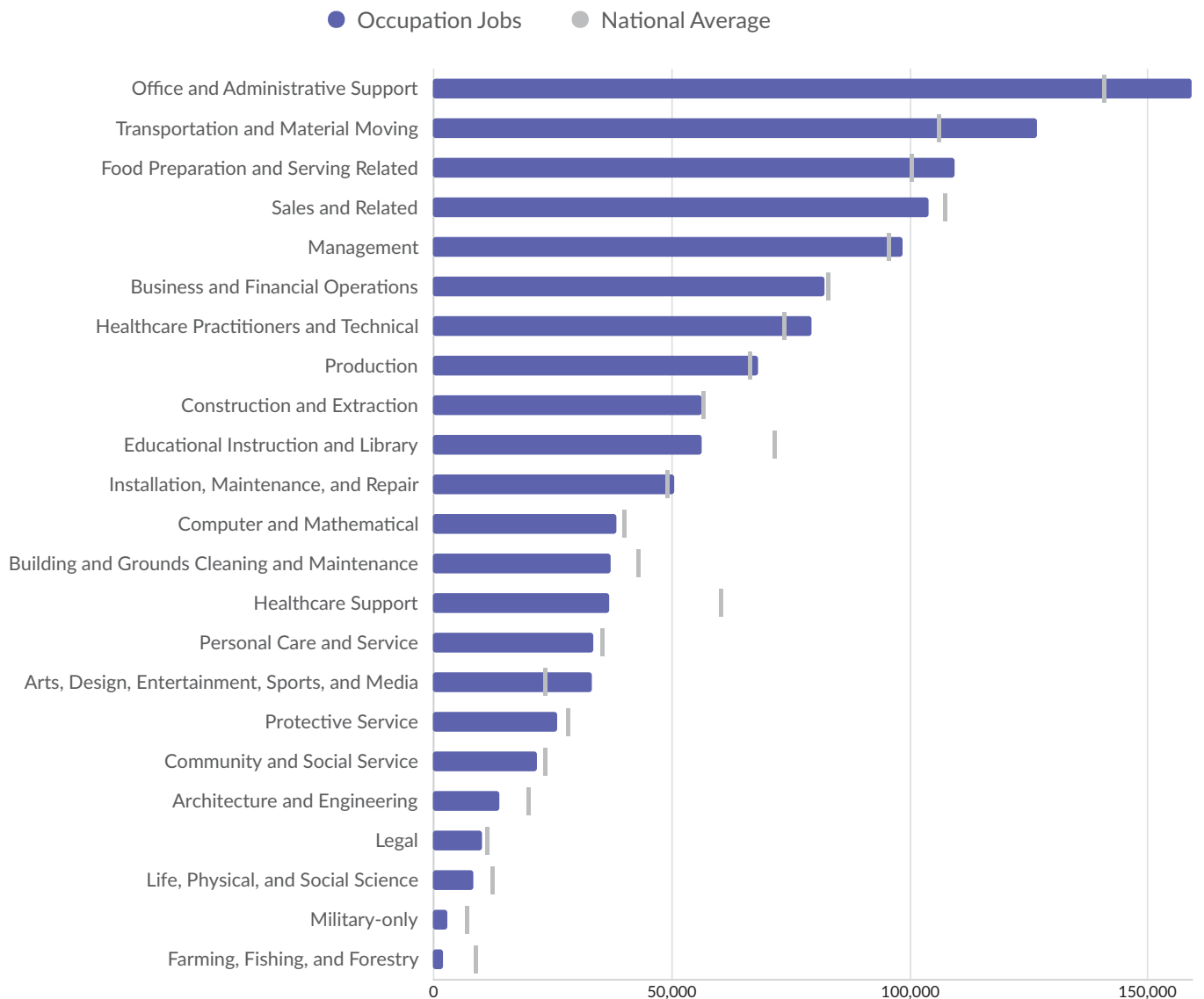


	Percentage	Business Count
1 to 4 employees	35.8%	33,828
5 to 9 employees	30.1%	28,448
10 to 19 employees	19.6%	18,473
20 to 49 employees	10.4%	9,810
50 to 99 employees	2.5%	2,373
100 to 249 employees	1.1%	1,038
250 to 499 employees	0.3%	295
500+ employees	0.2%	183

**Business Data by DatabaseUSA.com is third-party data provided by Lightcast to its customers as a convenience, and Lightcast does not endorse or warrant its accuracy or consistency with other published Lightcast data. In most cases, the Business Count will not match total companies with profiles on the summary tab.*

Workforce Characteristics

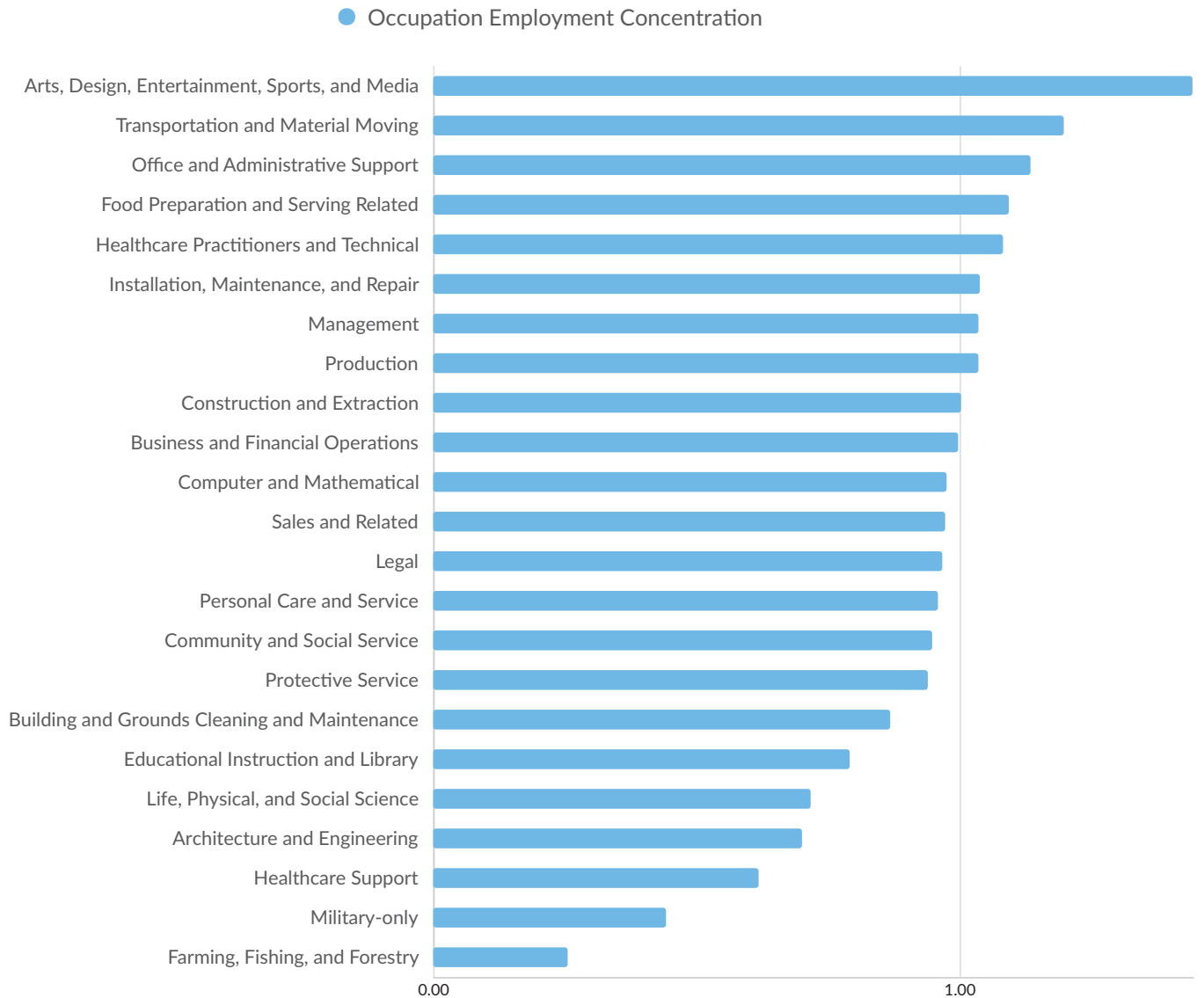
Largest Occupations



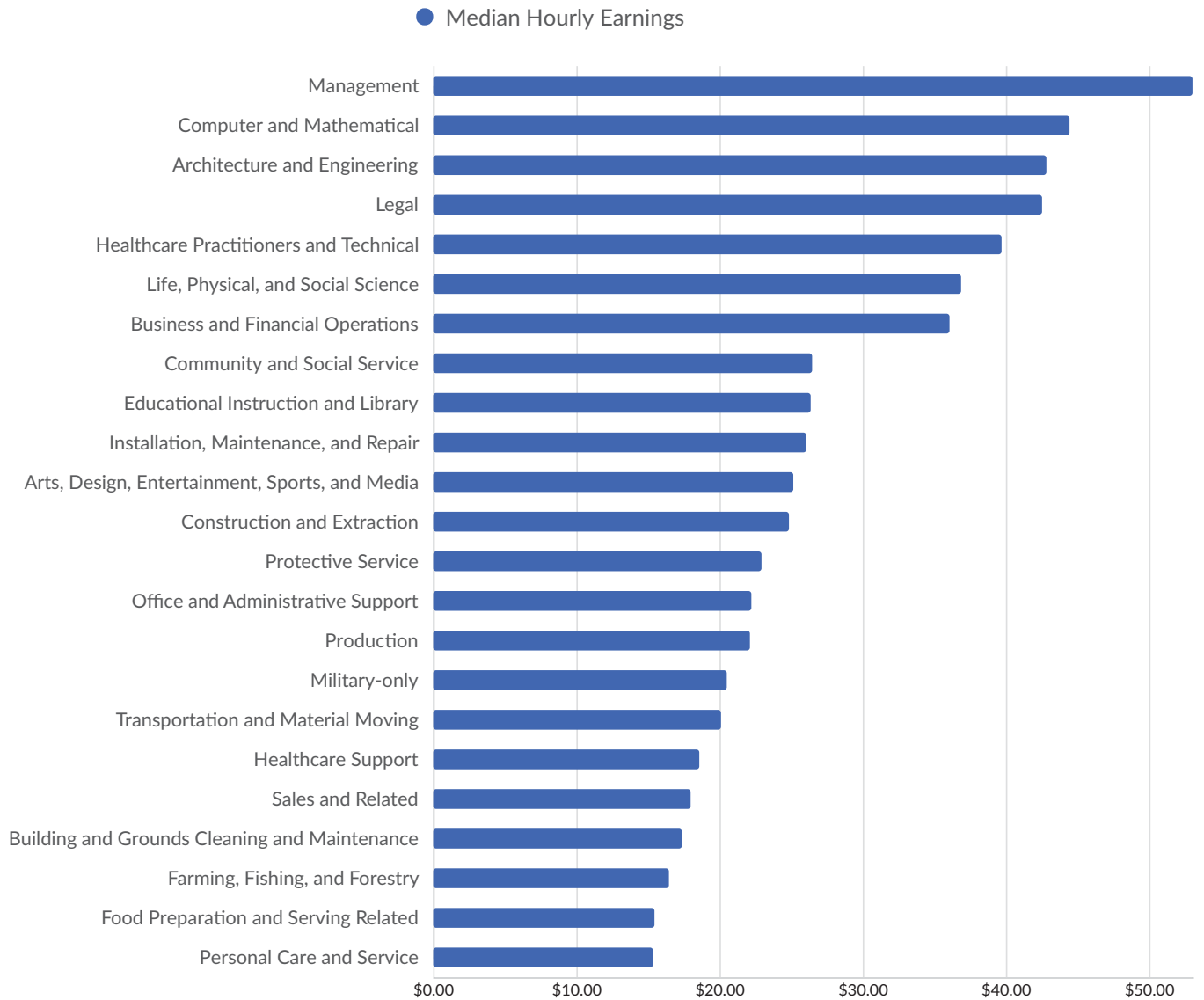
Top Growing Occupations



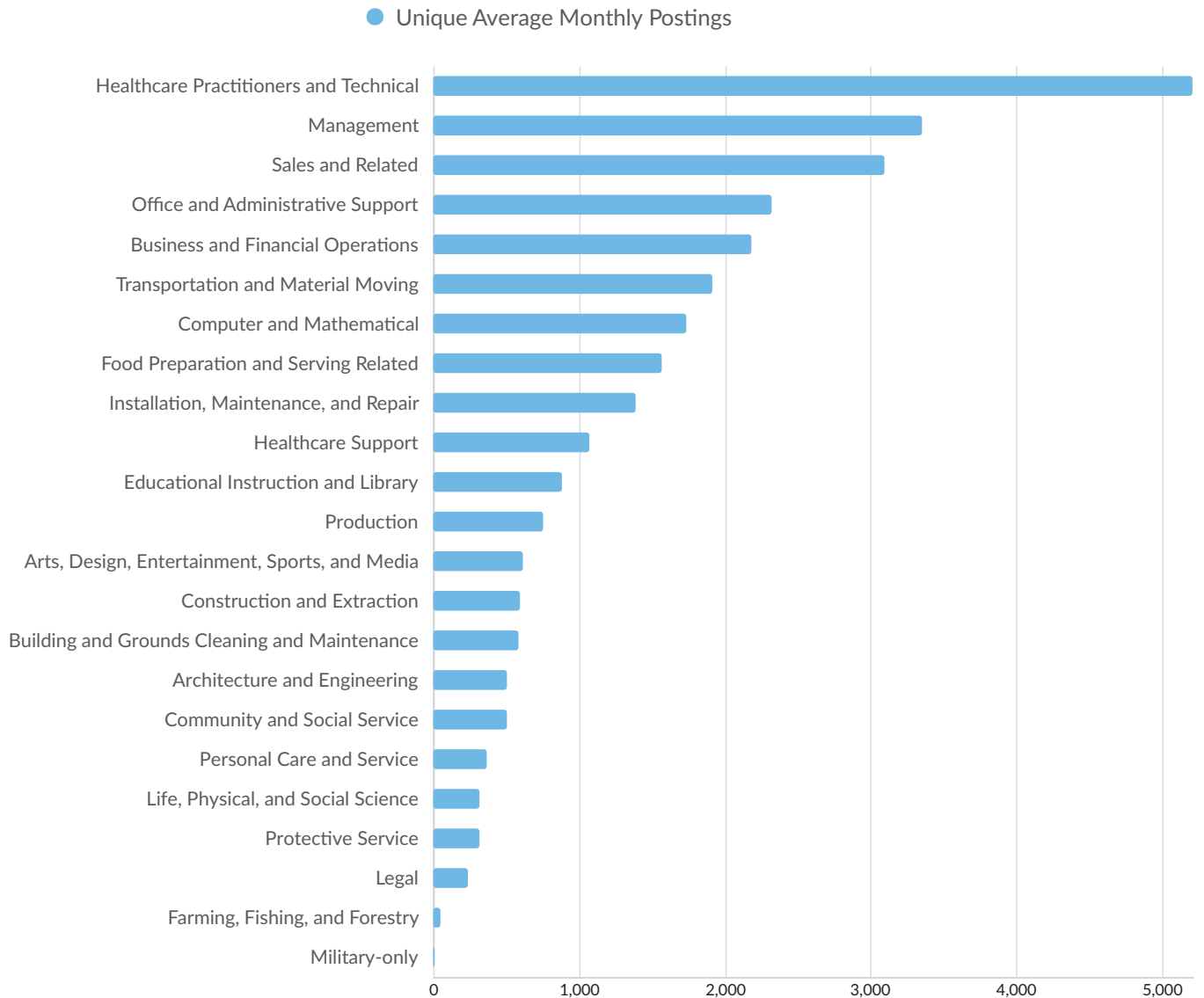
Top Occupation Employment Concentration



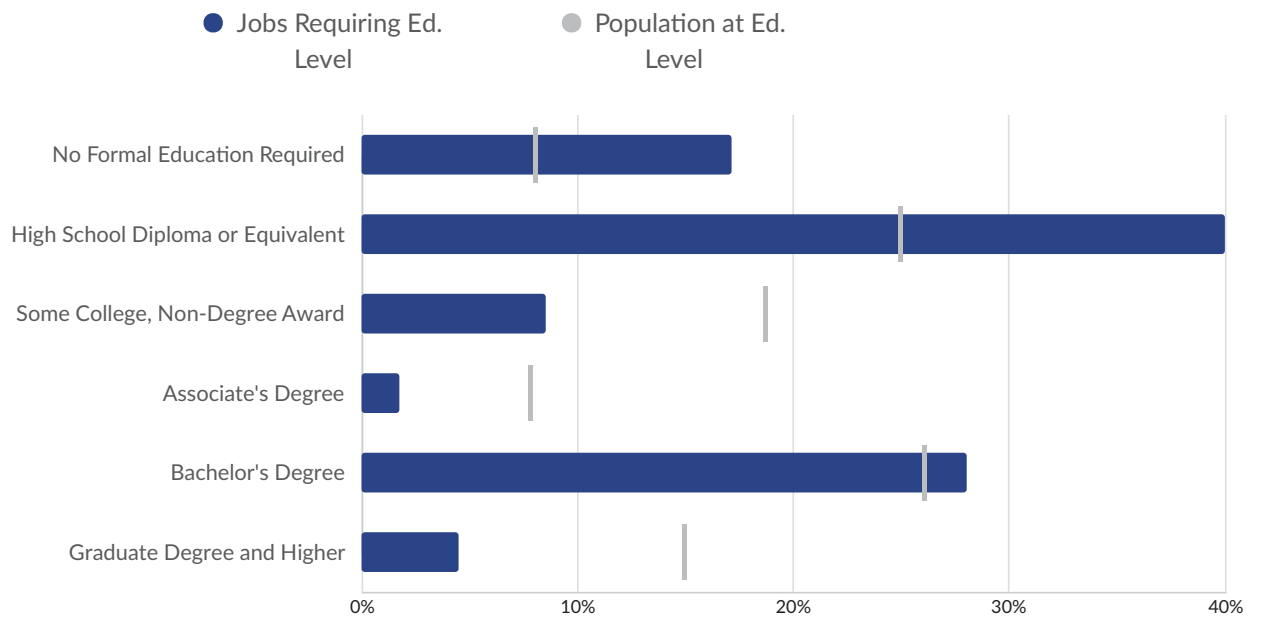
Top Occupation Earnings



Top Posted Occupations























Underemployment



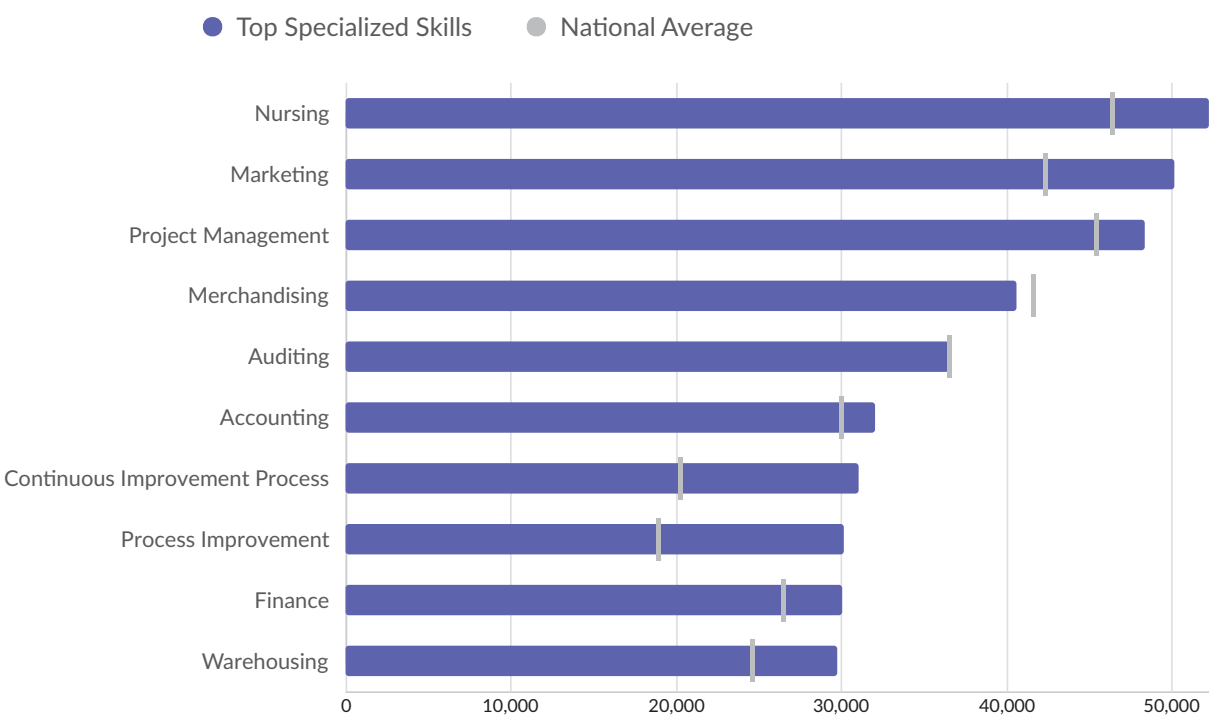
Educational Pipeline

In 2023, there were 28,065 graduates in Northern Middle LWDA. This pipeline has grown by 6% over the last 5 years. The highest share of these graduates come from "Liberal Arts and Sciences/Liberal Studies" (Associate's), "General Studies" (Associate's), and "Business Administration and Management, General" (Bachelor's).

School	Total Graduates (2023)		Graduate Trend (2019 - 2023)
Vanderbilt University	5,459		
Middle Tennessee State University	4,825		
Austin Peay State University	3,071		
Belmont University	2,262		
Volunteer State Community College	1,622		
Lipscomb University	1,482		
Tennessee State University	1,229		
Nashville State Community College	1,051		
Trevecca Nazarene University	988		
Lincoln College of Technology-Nashville	745		

● Certificate
 ● Associate's
 ● Bachelor's
 ● Master's or Higher

In-Demand Skills



Appendix A (Geographies)

Code	Description
47021	Cheatham County, TN
47037	Davidson County, TN
47043	Dickson County, TN
47083	Houston County, TN
47085	Humphreys County, TN
47125	Montgomery County, TN
47147	Robertson County, TN

Code	Description
47149	Rutherford County, TN
47161	Stewart County, TN
47165	Sumner County, TN
47169	Trousdale County, TN
47187	Williamson County, TN
47189	Wilson County, TN

Section 9:

Agreements:

Click a link below to read the document.

- [Fiscal Agent & Staff to the Board](#)
- [By-laws](#)
 - [Interlocal Agreement](#)
 - [Partnership Agreement](#)

Section 10:

Career Service Provider & One Stop Operator Designation Policy

Click the link above to read the policy.

Section 11:

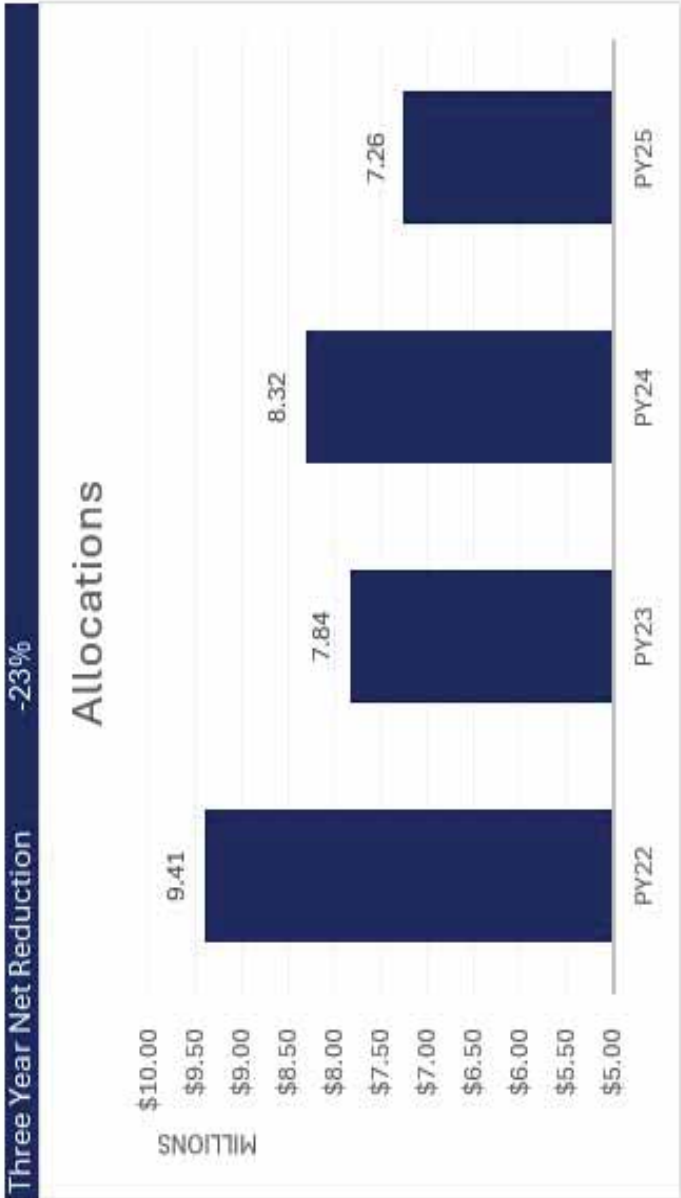
Funding

NORTHERN MIDDLE TN WORKFORCE BOARD

MARCH 2025 FISCAL UPDATE

ALLOCATION REDUCTION - 3 YEAR NET REDUCTION

	Allocations	\$ Reduction	% Reduction
PY22	9,407,167.00		
PY23	7,839,846.55	(1,567,320.45)	-17%
PY24	8,321,810.00	481,963.45	6%
PY25	7,263,356.00	(1,058,454.00)	-13%
Three Year Net Reduction		(2,143,811.00)	-23%



NORTHERN MIDDLE TN WORKFORCE BOARD

MAY 2025 FISCAL UPDATE

FY2025-26 BUDGET - REVENUES

Grant Revenue	\$ in millions	\$
Total Carryover from 24-25	2.6	2,625,204.53
25-26 Projected Allocations	7.2	7,263,356.00
Total Adult, DW, Youth	9.8	9,888,560.53
Carryover to 26-27 at 20% Youth	(0.4)	(473,413.60)
Carryover to 26-27 at 20% Adult, DW	(1.0)	(979,257.60)
Total 25-26 Adult, DW, Youth	8.4	8,435,889.3
Tennessee Youth	1.0	1,000,000.00
Rural Healthcare	0.2	238,943.00
TN-PROWD Re-Entry	0.8	759,000.00
IFA	1.0	1,000,000.00
Total 25-26 Projected Grant Revenue	11.4	11,433,832.33

NORTHERN MIDDLE TN WORKFORCE BOARD

MAY 2025 FISCAL UPDATE

FY2025-26 BUDGET - EXPENSES

Projected Expenses	\$ in millions	%	\$
NIM Workforce Board	1.3	11%	1,365,645.00
Board Incumbent Worker Program	0.3	3%	300,000.00
Recruitment Campaign	0.1	1%	100,000.00
IFA (non-Title I)	1.0	9%	1,000,000.00
Total Board and Overhead	2.7	24%	2,765,645.00
One Stop Operator	0.3	3%	300,000.00
Career Service Provider	6.4	56%	6,370,244.33
Summer Youth	1.0	9%	1,000,000.00
Rural Healthcare	0.2	2%	238,943.00
TN-PROWD Re-Entry	0.8	7%	759,000.00
Total Contracted Grant Services	8.7	76%	8,668,187.33
Total 25-26 Grant Expense	11.4	100%	11,433,832.33

Section 12:

Performance Management

WIOA Primary Indicators of Performance

Employment Rate
Second Quarter
After Exit

Employment Rate
Fourth Quarter
After Exit

Median Earnings
Second Quarter
After Exit

Credential
Attainment

Measurable
Skills Gains

Effectiveness
Serving Employers

Primary Indicators 1 & 2

Employment Rate

Definition: Employment Rate After Exit

- The percentage of participants who are in unsubsidized employment during the second and fourth quarters after exit from the program.
- Title I Youth can be in employment or education to count as positive in this measure.
- Supplemental wage information is allowed to verify employment.
- Calculation/ Methodology :
The number of participants who exited during the reporting period who are found to be employed in the second and/or the fourth quarters after exit divided by the number of participants who exited during the respective quarter (second or fourth)

Primary Indicator 3

Median Earnings

Definition: Median Earnings Second Quarter After Exit

- The median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program.
- Participants who exited and are not employed in the second quarter after exit will not count in this measure.
- Supplemental wage information can be used to verify wages.
- Calculation/ Methodology:

Total quarterly earnings for all participants employed in the second quarter after exit are collected. The wage information values are listed from the lowest value to the highest value and the value in the middle of this list is the median value.

The wage conversion chart is used to convert supplemental wages values that do not represent the total amount the participant earned in the second quarter and should be used only when earnings information is not available.

Primary Indicator 4

Credential Attainment

Definition: Credential Attainment

- The percentage of those participants enrolled in an education program or training program who attain a recognized postsecondary credential or secondary school diploma, or its recognized equivalent, during participation in or within one year after exit from the program.
- Only includes those who received training or education.
- On-the-Job Training (OJT) and customized training do not count as credentials for this measure.
- Credentials can be obtained during the program or within 1 year following exit.
- If a participant obtains a secondary school diploma or equivalent, in order to count in the numerator, (as a positive) they must also be employed or in an education/ training program leading to a postsecondary credential within 1 year after exit.
- Participants who receive multiple credentials should be reported based on the highest credential attained for that period.

Primary Indicator 5

Measurable Skill Gains (MSG)

Definition: Measurable Skill Gains

- The percentage of participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains, as documented academic, technical, occupational, or other forms of progress towards such a credential or employment.
- This measures interim programs or participants for a specific reporting period and is not an exit based measure.
- Intended to capture important progress through pathways offering different needs based services that can help fulfill a diverse workforce system tailored to individual needs and goals.
- OJT's and Customized training do count towards this indicator.
- Calculation/ Methodology:
 - Calculation includes all participants: The number of program participants who are in an education or recognized post secondary credential or employment and are achieving measurable skill gains based on attainment of at least one type of gain divided by the number of program participants during a reporting period who are in an education or training program that leads to a recognized postsecondary credential or employment.
 - A participant may have achieved more than one type of gain in a reporting period; however only one gain per participant in a reporting period may be used towards success in the MSG indicator.

Primary Indicator 6

Effectiveness in Serving Employers

Purpose-

Establish a primary indicator of performance for effectiveness of serving employers.

- Three Approaches:
 1. Retention with the same employer
 2. Repeat Business Customers
 3. Employer Penetration Rate

Section 13:

American Job Center Operations Manual

[Tennessee Department of Labor
and Workforce Development
American Job Center Operations Manual](#)

Click the link above to read the AJC Operations Manual

Appendix

[Conflict of Interest Policy](#)

[Board Meeting Information Access Policy \(Sunshine Law\)](#)

[Commonly Used Workforce Acronyms](#)

[WIOA Key Terms & Definitions](#)

[Roberts Rules of Order Information](#)

[Virtual Meeting Etiquette](#)