



Quarterly Board Meeting  
August 9, 2023  
11:30 a.m. to 1:00 p.m.  
Volunteer State Community College  
150 Laureate Ave, Springfield  
[Click here for Zoom link](#)

Tel: +1 312 626 6799

Meeting ID: 840 3227 5111 Passcode: 921617

**\*\*Please sign your name in chat box to confirm attendance**

## AGENDA

**Call Meeting to Order-Declaration of Quorum**

John Zobl

**Approval of Minutes**

John Zobl

**Welcome & Recognition of Board Members**

Marla Rye

Adult Education

Lynn Seifert

**Partner Focus:**

TN Blu-Skillsplan

Stephanie Coleman

Summer Youth Employment Program

Marla Rye

**Strategic Priorities:**

➡ ***Manage Board funds to support Career Pathways***  
Financial Report Approval

Ginger Fussell

➡ ***Connect People with Career Opportunities:***  
One-Stop-Operator Report/Regional OSO  
TAEM

George Phillips  
Natalie McLimore

➡ ***Train Workforce to Fill Employer Needs:***  
Eligible Training Provider List Changes  
WIOA Performance & Provider Reports

Andrea Dillard

➡ ***Improve Efficiency & Effectiveness of Training Programs***  
*KPI Goals 2023-2024*  
AJC Recertifications  
Public Comment Period

Marla Rye  
John Watz/John Alexander  
Open

**Wrap Up**

John Zobl

**Adjourn**

Zoom Link: <https://us02web.zoom.us/j/84032275111?pwd=M29kdTlwR0pJNVm1Yit1WkpJRnVpUT09>

**Upcoming Meetings-Mark Your Calendars**

November 8, 2023 | February 14, 2024 | May 8, 2024 | August 14, 2024



**Northern Middle Tennessee Workforce Board  
Full Board  
Meeting Minutes  
May 17, 2023, In-Person & via Zoom at 11:30 a.m.**

<b>Members Attending</b>	<b>Members Absent</b>	<b>Staff &amp; Guest Attending</b>
Anne Fugate	David Rutledge	Marla Rye
Arrita Summers	Jessica Largen	Meagan Dobbins
Chris West	Keith Carnahan	Ginger Fussell
Corey Johns	Paul Webb	Sherry Maynard
Dan Caldwell		Phillip Wallace
George "Bo" Callis		Adina Chumley
Greg Jones		Tanya Evrenson
Ginger Jarrett		Ginger Hausser
James Harper		Diana Webb
John Alexander		Katina Bass
John Zobl		John Watz
Kristi Spurgeon		Brenda Head
Lynn Seiftet		Renea Rosson
Mark Peed		Liz McLaughlin
Richie Brandon		LaTanya Channel
Sellittia Johnson		Freda Herndon
Seth Thurman		Danielle Ellis
Sho Samuels		Cathy Royals
Tony Adams		Ashley Crisp-Randle
		James Starnes
		Rob Dancer
		Patrick Buford
		George Phillips
		Trish Farmer
		Heather Skelton
		Mayor Wes Golden
		Mayor Bob Rial

The Northern Middle Tennessee Workforce Development Board met in person at Dell Technologies in Nashville and with a virtual option on Wednesday, May 17, 2023, at 11:30 a.m.

The meeting was called to order by Chairman Zobl. Attendance was taken, and a quorum was declared. Chairman John Zobl asked for a motion to approve the minutes. Mark Peed made the motion. John Alexander seconded. With no further discussion, the minutes were unanimously approved.

Marla thanked everyone in attendance and gave a brief update regarding the state of our 13-county region. Unemployment is historically low at 2.6%, ranging from 2.3% in Williamson County to a high of 4.4% in Houston County. This equates to less than 30K people on the unemployment rolls for the Northern Middle Workforce region. Labor Force Participation Rate is holding steady. The state has a rate of 59.6%, less than the national average of 62.6%. Northern Middle ranges from 48% in Houston County

to 73.5% in Trousdale County. That is a 25 point difference in the range. The large range variance may be due to the state prison in Trousdale. There are approximately 2,500 inmates there, and they are counted as exempt from the labor force participation rate. Four counties are lower than the state average: Montgomery, Houston, Humphreys, and Stewart. The pilot project is set to kick off in those counties on July 1. John Zobl clarified that the LFPR counts people from age 16 to 99. He stated that the number would drastically improve if you didn't count the older people.

Marla went on to recognize the work of board members since the last meeting and recognize the county mayors who joined the meeting today including Mayor Bob Rial, Mayor Wes Golden, and representatives from the Davidson County mayor's office. She informed the Board that Corey Johns has applied for a TVA Workforce Development Grant and Sumner and Montgomery Counties are also working on a TVA investment grant. Anne Fugate has been instrumental in helping EDSI get set up and serve spouses in Ft. Campbell. John Alexander has been working with the Greater Nashville Hospitality Association on workforce issues. Dr. Arrita Summers has been working with the automotive technician development training program in Clarksville, serving six dealerships in Middle Tennessee. Dr. Lynn Seifert has been working on the adult education issue in Northern Middle. Marla thanked Sho Samuels for hosting our meeting and providing our lunches today.

Sho Samuels welcomed everyone to Dell. She provided the attendees with historical information about the building. She also shared that Dell is committed to leaving communities better than they found them. She mentioned the numerous programs they have designed to help students in elementary school through adulthood.

#### **Partner Focus:**

##### ***Persevere Tech Alliance***

Freda Herndon gave a brief update on the work of Persevere Tech Alliance. She began with a testimonial video of a client who went through their program and is now self-sufficient, has a healthy relationship with his children, is engaged, and just purchased their first home. Freda went on to give an EDA grant overview and update on career pathways. This program is expanding to other areas in Tennessee. She explained that each participant at Persevere receives a laptop (up to \$750), career readiness, life skills, financial fitness instruction, and support. Clients are provided with mental health counselors, case managers, and employment specialists. These wraparound services help them be successful in their careers and lives. The presentation ended with a request to become more involved through volunteering to be an alliance ambassador or a mentor.

##### ***Senior Community Service Employment Program***

Brenda Head spoke about the National Council on Aging. They administer a federal job training grant called Senior Community Service Employment Program which helps low-income seniors 55 and older receive job training to reenter the workforce. To qualify for this program, a senior must be 55 or older and meet the low-income family guidelines. The SCSEP grant covers 14 Tennessee counties in three different workforce areas and serves 155 participants.

Brenda went on to explain how the grant works. The grant aims to update older adults' skills so they can leave the program and obtain part-time or full-time employment. Partnerships are formed with nonprofit and governmental agencies. Participants express a goal for the type of employment they desire, and the program matches them with a training partner in that field. Brenda announced her retirement and that Workforce Essentials will be administering the program in the future.

## **Strategic Priorities**

### ***Manage Board funds to Support Career Pathways***

Ginger Fussell reviewed the budget for the Board. Current quarter expenditures were \$3.3M, approximately \$1M higher than last quarter. She noted that EDSI, our largest provider, changed accounting systems in the fall, which involved application migrations. They fell behind in their billing to NM through the transition, so some of quarter two's billing did not hit until quarter three. Coupled with that were focused efforts on training in the current quarter on the COVID National Dislocated Worker grant and moderate increases in Adult and Youth formula grant expenditures. Fiscal year-to-date expenditures through March were \$8.2M. Since last quarter, the \$15.0M budget has grown to \$15.2M with the addition of a \$200K in Consolidated Business grant.

The TN Department of Labor announced a Summer Youth Employment funding opportunity. Guidance related to this announcement is ongoing. We anticipate additional funding before our next board meeting, but at this time, the amount is still to be determined. We have requested \$2M. It will operate in two phases, the first to begin May 1, 2023, through August 31, 2023, and the second phase to begin July 1, 2023, to August 31, 2024. We are submitting proposals next week.

Ginger reviewed action items to include a request to approve the \$200K budget increase, bringing the total to \$15.2M plus any grant awarded for the Summer Youth initiative. In previous quarters, the Board authorized staff to request, as needed, up to \$1.5M for additional re-purposing of DW for Adult grant spending. NM requested, and TDLWD approved \$1M of that amount, with \$500K remaining to be requested through June 30, 2023, if needed. We request an extension of this remaining \$500K authority to June 30, 2024.

Ginger reported that MPCR increased from 49.56% last quarter to 53.27%, which remains strong compared to the 40% required. The jump was helped this quarter by the increase in training within the National DW grants. According to the Contractor billing trend chart, there was a significant increase in quarter 3, as previously explained, partially due to EDSI's accounting transition catchup, then additional training costs in the quarter.

MAC is 77%, and EDSI is 80% spent out of 90% time progression on contracts. Note that EDSI's contract budget includes increases at various intervals throughout the 30-month contract period, including the most recent increase of \$750K for Youth. MAC remains at its initial contract budget. Mid-Cumberland HRA, our OSO, is 64% out of 75% time progression. In quarter 3, EDSI exceeded MPCR for Adult/DW at 55% with very high direct participant costs on the National DW grant.

Ginger provided updates on the three youth contractors. To date, the expenditures are lagging behind time progression. Jobs for Tennessee Graduates has spent the most with 52% of funds utilized, Monroe Harding has utilized 47%, and Liberty Station has utilized 23%. JTG is at 29% MPCR but exceeds the work experience goal at 42%. While Liberty Station spent the least, they had the highest MPCR at 75%. Monroe Harding has not yet met any of the dollar-driven goals. MPCR, Work Experience, and in-school youth are at 20%, 22%, and 25%, respectively. Marla added that the youth funding is taking a significant cut. Based on these cuts, the finance committee voted to not renewing the contracts for these smaller contract service providers. Their remaining participants will be shifted to EDSI or MAC for services. Marla stated that when we bid out the youth contracts again, these contractors will be better prepared for bidding on WIOA contracts. Ginger stated that these contractors helped us meet our work experience requirements.



Ginger presented next year's initial budget. Total projected allocations before carryover is \$7.8M. We are projecting a large carryover of \$5.9M from this year primarily due to remaining dislocated worker funds. The allocation notice contained significant reductions to each fund stream. Marla explained that the WIOA dollars were down 4-5% for Adult & Youth, and 8% for Dislocated Worker on a national level. The state uses a formula for allocating funds which considers the poverty level, plant closures and other economic factors. Based on projections, initial budgeted revenues and expenditures for FY2023-2024 are \$12.9M, not including the Summer Youth Employment Program, since that amount hasn't been awarded yet. The carryover will reduce the burden from the reduction in allocations. An additional \$400K has been requested from the National DW grant to be used before June 30, 2023. The budget will be modified at the August meeting after year-end numbers are complete and the exact carryover is determined.

The EDSI staffing situation has improved somewhat; however, case management has suffered due to staff turnover. Priority has shifted to training staff to improve customer service. The focus is on reducing caseloads so that the quality of service can improve. EDSI and Mid-Cumberland submitted their audit reports, and there were no findings. Technical assistance was provided to the new youth providers, and desk reviews were conducted. TDLWD conducted quarterly monitoring with no findings. Two dislocated worker and work experience concerns were addressed by NM staff, who anticipate us meeting requirements by June 30, 2023, for expiring grants.

Action items presented to the Board include: 1) requesting approval for the 2022-2023 Budget Revision, which includes an additional \$200K making the budget \$15.2M plus the pending amount for the Summer Youth grant 2) Extend the authorization to re-purpose \$500K from DW for Adult to June 30, 2024. 3.) Extend EDSI's contract to June 30, 2024, at 95% of their 12-month contract allocation for Adult/DW, Youth, and RESA fund streams. 4.) Extend MAC's contract to June 30, 2024, at 95% of their 12-month base contract for Youth. 5.) End the three small youth contracts as of June 30, 2023, due to a reduction in the youth budget for 2023-2024. 6.) Approve the 2023-2024 preliminary budget of \$12.9M. 7.) Approval of the Procurement Policy. The policy has been updated to reflect the current federal rules and regulations. The allowable purchase thresholds have changed, and one section has been added regarding Domestic Preferences for Procurements. John Zobl asked for a motion to approve all action items as presented. Mark Peed made the motion. Seth Thurman seconded. With no further discussion, the Board members voted to approve the action items.

### ***Connect People with Career Opportunities***

Marla reported to the Board that the state was awarded \$15M to provide a Summer Youth Employment Program. This will be done in two phases, to provide more work experience for young adults. Phase 1 targets youth with barriers, phase 2 is open to any youth. Priority will be given to foster children and low income youth. The young adults can work 25 hours per week for six to eight weeks at up to \$16/hour. Since no money was allotted for taxes or workman's comp, the wages will be lower, and the number of hours will be less to compensate for these additional costs. EDSI and MAC will administer the program. The state has a goal of serving 3,750 youth. We are preparing to serve 150 youth in phase 1 and 500 in phase 2. Recruitment for the program has begun.

### ***Train Workforce to Fill Employer Needs***

Meagan Dobbins identified the new providers requesting to be added to the list. Then she presented the list of providers requesting additional programs to be added and made eligible for WIOA funding. Meagan presented the list of providers who were previously on the list due to no enrollments or missing their renewal deadline and are requesting to be added to the list again. Megan mentions that all programs except for the Nossi College of Arts fall within the six industry sector strategies. The

Innovation Committee has approved these changes and requested the WIOA cap of \$6,000 per program be explained to the Board.

Megan explained the state had been working on additional guidance and policies to be approved by the state Workforce Board. She informed the Board that their packet includes a draft copy of the State Workforce Services Policy Eligible Training Provider List. This new policy does not directly address the need of only allowing providers in the six industry sectors. Marla added that a board policy supporting their goals could be written when the state policy is passed by the State Workforce Board. She also added that career advisors explain the WIOA funding cap and will ask participants how they will come up with the remaining tuition balance if needed. Greg Jones made the motion to approve the ETPL list as presented. Seth Thurman seconded. With no further discussion, the motion passed.

Next, Meagan reviewed the WIOA Federal Reporting Score Card where we are projected to pass all performance measures. She also discussed EDSI and MAC performance.

### ***Improve Efficiency & Effectiveness of Programs***

Marla went on to talk to the Board about the Workforce Equity Collective. This project is funded through the mayor's office and is a collective of community partners to address workplace equity led by the Urban League of Middle Tennessee. They have a goal to serve 1,500 individuals over the next three years. They are focused on removing all barriers for individuals in Davidson County. They will be paying participants \$15/hour to attend training.

Marla informed the Board about the procurement of a One-Stop-Operator. This is a regional initiative with the Upper Cumberland Workforce Board. The two workforce areas will have the same OSO and operate more consistently. Proposals are due by the end of May. Thomas P. Miller will review the proposals and make a recommendation which will be presented to the Executive Committee since it will be before the August meeting. The winner will be announced on June 15.

John Watz gave a brief overview of the Infrastructure Jobs Grants. This grant aims to increase the Labor Force Participation Rate with good-paying jobs.

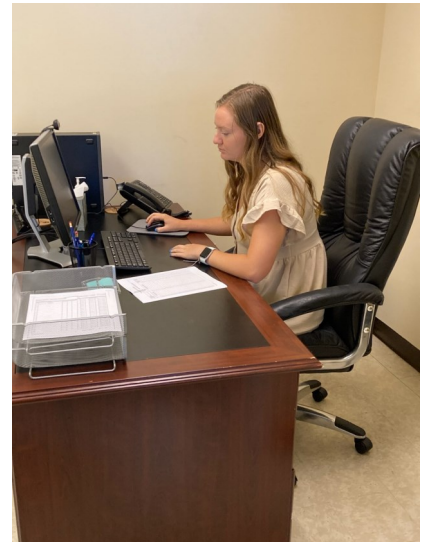
### **Adjourn**

John Zobl reminded the Board that the next meeting would be August 9, 2023. With no other discussion, the meeting was adjourned.

# Summer Youth Employment Program



LWDA	Phase I	Phase II	Total	%
GM	0	0	0	0%
NW	17	25	42	8%
SW	3	48	51	9%
SM	39	0	39	7%
UC	6	0	6	1%
SE	57	4	61	11%
E	13	0	13	2%
NE	0	0	0	0%
NM	124	204	328	61%
Total	259	281	540	100%



**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**JUNE 2023 FISCAL UPDATE**  
**2022-23 BUDGET PROGRESSION & SPEND TREND**

	(\$ in 000's)						
	2022 QTR 1	2022 QTR 2	2023 QTR 3	2023 QTR 4	Expenses YTD	Revised FY 2022-23 12 Mo. Budget	% Spent
<b>Northern Middle LWDA</b>							
Infrastructure Funding Agreement	121	129	258	169	677	1,000	67.7%
Adult	777	140	116	1,484	2,516	2,918	86.2%
Dislocated Worker Re-purposed for Adult	412	753	1,002	55	2,222	2,222	100.0%
Dislocated Worker for DW	266	227	266	635	1,394	3,839	36.3%
Youth (reduced carryover in Sept - see below)	807	772	167		1,745	1,745	100.0%
RESEA	52				52	200	26.0%
National Dislocated Worker (COVID)	14	97	615	300	1,026	1,026	100.0%
National Dislocated Worker (Flood)	77	86	77	54	293	345	84.9%
<b>Total FY 22-23 Expense vs Budget</b>	<b>2,526</b>	<b>2,201</b>	<b>2,500</b>	<b>2,698</b>	<b>9,925</b>	<b>13,295</b>	<b>74.7%</b>
Apprenticeship	0	60	17	127	205	205	100.0%
Expired RESEA Funding (9/30)	0				0	-148	0.0%
New RESEA Funding (10/1)	0	57	55	67	180	264	68.1%
Reduce Youth Carryover to 23-24 (An additional Youth contract will be received 4/1/2023)	0		700	1,085	1,785	1,374	129.8%
<b>September Total FY 22-23 Expense vs Budget</b>	<b>2,526</b>	<b>2,319</b>	<b>3,272</b>	<b>3,978</b>	<b>12,094</b>	<b>14,990</b>	<b>80.7%</b>
Re-entry (Justice Involved)	0	0	0	40	40	80	50.4%
<b>December Total FY 22-23 Expense vs Budget</b>	<b>2,526</b>	<b>2,319</b>	<b>3,272</b>	<b>4,018</b>	<b>12,134</b>	<b>15,070</b>	<b>80.5%</b>
Consolidated Business			111	85	196	200	98.2%
Summer Youth Employment Program - TBD <i>Update below</i>					0		
<b>March Total FY 22-23 Expense vs Budget</b>	<b>2,526</b>	<b>2,319</b>	<b>3,383</b>	<b>4,103</b>	<b>12,331</b>	<b>15,270</b>	<b>80.8%</b>
National Dislocated Worker (COVID)				123	123	400	30.9%
Summer Youth Employment Program - Phase I <i>(ending 8/31/23)</i>				93	93	528	17.6%
Summer Youth Employment Program - Specific <i>(ending 6/30/23)</i>				1	1	11	6.1%
<b>Summer Youth Employment Program - Phase II (\$1.7M beginning 7/1/23)</b>							
<b>June Total FY 22-23 Expense vs Budget</b>	<b>2,526</b>	<b>2,319</b>	<b>3,383</b>	<b>4,320</b>	<b>12,548</b>	<b>16,209</b>	<b>77.4%</b>
<b>Funding Increase - Quarter 4</b>						<b>939</b>	

*\* Northern Middle's grant utilization for Quarter 4 increased by almost \$1M over Quarter 3 which had increased by \$1M over Quarter 2. EDSI will need to pace themselves within formula spending in 2023-24.*

*The Northern Middle Board approved in the previous meeting to extend through June 30, 2024 flexibility to request up to \$500k for re-purposing of Dislocated Worker (admin and/or program) for Adult which has been requested.*

**Action Item: NMTWB staff recommend flexibility to request an additional \$1M through June 30, 2024 for DW to Adult re-purposing as needed.**

**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**JUNE 2023 FISCAL UPDATE**

**2022-23 BUDGET PROGRESSION & SPEND TREND**

	(\$ in 000's)						
Northern Middle LWDA	2022 QTR 1	2022 QTR 2	2023 QTR 3	2023 QTR 4	Expenses YTD	Revised FY 2022-23 12 Mo. Budget	% Spent
Summer Youth Employment Program - TBD <span style="color: red;">Update below</span>					0		
<b>March Total FY 22-23 Expense vs Budget</b>	<b>2,526</b>	<b>2,319</b>	<b>3,383</b>	<b>4,103</b>	<b>12,331</b>	<b>15,270</b>	80.8%
National Dislocated Worker (COVID)				123	123	400	30.9%
Summer Youth Employment Program - Phase I <span style="color: red;">(ending 8/31/23)</span>				93	93	528	17.6%
Summer Youth Employment Program - Specific <span style="color: red;">(ending 6/30/23)</span>				1	1	11	6.1%
<span style="color: red;">Summer Youth Employment Program - Phase II (\$1.7M beginning 7/1/23)</span>							
<b>June Total FY 22-23 Expense vs Budget</b>	<b>2,526</b>	<b>2,319</b>	<b>3,383</b>	<b>4,320</b>	<b>12,548</b>	<b>16,209</b>	77.4%
<b>Funding Increase - Quarter 4</b>						<b>939</b>	

Four-Year Comparison	Fiscal Year		Grant	
	Expenses	Qtrly Ave.	Utilization	
	2022-23	\$ 12,548	\$ 3,137	77%
	2021-22	\$ 11,008	\$ 2,752	69%
	2020-21	\$ 13,193	\$ 3,298	70%
	2019-20	\$ 11,887	\$ 2,972	80%



## NORTHERN MIDDLE TN WORKFORCE BOARD

### JUNE 2023 FISCAL UPDATE

#### UTILIZATION OF EXPIRING GRANTS

	Grant Term	Contract	% Utilized	\$ Expired
Adult	24 Mos	2,800,866	100%	-
Dislocated Worker	24 Mos	3,589,987	100%	-
Youth	27 Mos	2,935,628	100%	-
National DW Grant - Covid	12 Mos	1,425,740	81%	276,574
Apprenticeship	12 Mos	204,647	100%	
Re-Entry	12 Mos	80,000	50%	39,663
Consolidated Business	3.5 Mos	200,000	98%	3,572
Summer Youth Phase II (Specialized)	1 Mo	10,560	6%	9,900
		11,247,428	97%	329,707

**NORTHERN MIDDLE TN WORKFORCE BOARD  
JUNE 2023 FISCAL UPDATE**

**Minimum Participant Cost Rate (MPCR)**

TDLWD Minimum Participant Cost Rate (MPCR) - Preliminary Through June 2023

**MPCR = 54.92%**

	MAC Youth	EDSI Youth	Other Youth Contractors	EDSI Adult, Dislocated Worker, Pass thru Nat DWG	NM's National DW Grant- Flood	Other (NM, & IFA)	Total
Qualifying Expenses	\$ 292,087	\$ 1,186,591	\$ 121,662	\$ 3,651,584	\$ 264,716	\$ 12,532	\$ 5,529,171
Total Program	\$ 498,148	\$ 2,318,832	\$ 220,901	\$ 5,855,068	\$ 269,275	\$ 904,781	\$ 10,067,006
MPCR	58.63%	51.17%	55.08%	62.37%	98.31%	1.39%	54.92%

**Northern Middle met 40% Requirement in preliminary calculations.**

**Note: National Dislocated Worker grants are now included.**

**\*\*\* PRIOR QUARTER MPCR = 53.27%\*\*\***



<b>NORTHERN MIDDLE TN WORKFORCE BOARD</b> <b>JUNE 2023 FISCAL UPDATE</b> <b>EDSI - ADULT/DW MPCR TREND</b> <b>CONTRACT-TO-DATE &amp; QUARTERLY 30 Months</b>									
---	--	--	--	--	--	--	--	--	--

	MPCR - Goal 50%			MPCR - Goal 50%			MPCR Adult/DW - Goal 50%		
EDSI	Adult			DW			A/DW Combined		
CTD CUMULATIVE	Direct \$ '000	Total \$ '000	58%	Direct \$ '000	Total \$ '000	54%	Direct \$ '000	Total \$ '000	57%

Apr 2023	80	239	33%	140	242	58%	219	481	46%
May 2023	151	270	56%	260	327	80%	411	597	69%
June 2023	527	719	73%	230	346	66%	757	1,064	71%
Total Extended 12 Months	2,317	3,796	61%	1,335	2,059	65%	3,652	5,855	62%
Cumulative CTD 30 Months	4,823	8,332	58%	2,075	3,828	54%	6,898	12,160	57%

	MPCR - Goal 50%			MPCR - Goal 50%			MPCR Adult/DW - Goal 50%		
EDSI	Adult			DW			A/DW Combined		
QTR Ended 9/30/22	612	991	62%	43	182	24%	655	1,173	56%
QTR Ended 12/31/22	370	666	56%	107	225	48%	477	891	54%
QTR Ended 3/31/23	577	911	63%	555	737	75%	1,132	1,648	69%
QTR Ended 6/30/23	758	1,228	62%	630	915	69%	1,388	2,142	65%
FYE 6/30/23 (12 Mos)	2,317	3,796	61%	1,335	2,059	65%	3,652	5,855	62%

# NORTHERN MIDDLE TN WORKFORCE BOARD

## JUNE 2023 FISCAL UPDATE

### EDSI YOUTH - MPCR, WORK EXPERIENCE & IN-SCHOOL CONTRACT-TO-DATE & QUARTERLY 30 Months

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%; 35% effective 7.1.22		
EDSI	Youth			Youth			Youth		
CTD CUMULATIVE	Direct \$ '000	Total \$ '000	50%	Wk Exp \$ '000	Total \$ '000	27%	ISY \$ '000	Total \$ '000	29%
Apr 2023	74	229	32%	78	229	34%	94	229	41%
May 2023	83	184	45%	91	184	50%	67	184	36%
June 2023	225	349	64%	119	274	44%	88	274	32%
Total Extended 12 Months	1,186	2,318	51%	754	2,243	34%	817	2,243	36%
Cumulative CTD 30 Months	2,160	4,298	50%	1,087	4,079	27%	1,186	4,079	29%

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 35%		
EDSI	Youth			Youth			Youth		
QTR Ended 9/30/22	307	535	57%	145	535	27%	202	535	38%
QTR Ended 12/31/22	226	470	48%	172	470	37%	179	470	38%
QTR Ended 3/31/23	271	551	49%	148	551	27%	188	551	34%
QTR Ended 6/30/23	382	762	50%	288	687	42%	248	687	36%
FYE 6/30/23 (12 Mos)	1,186	2,318	51%	754	2,243	34%	817	2,243	36%

# NORTHERN MIDDLE TN WORKFORCE BOARD

## JUNE 2023 FISCAL UPDATE

### MAC YOUTH - MPCR, WORK EXPERIENCE & IN SCHOOL

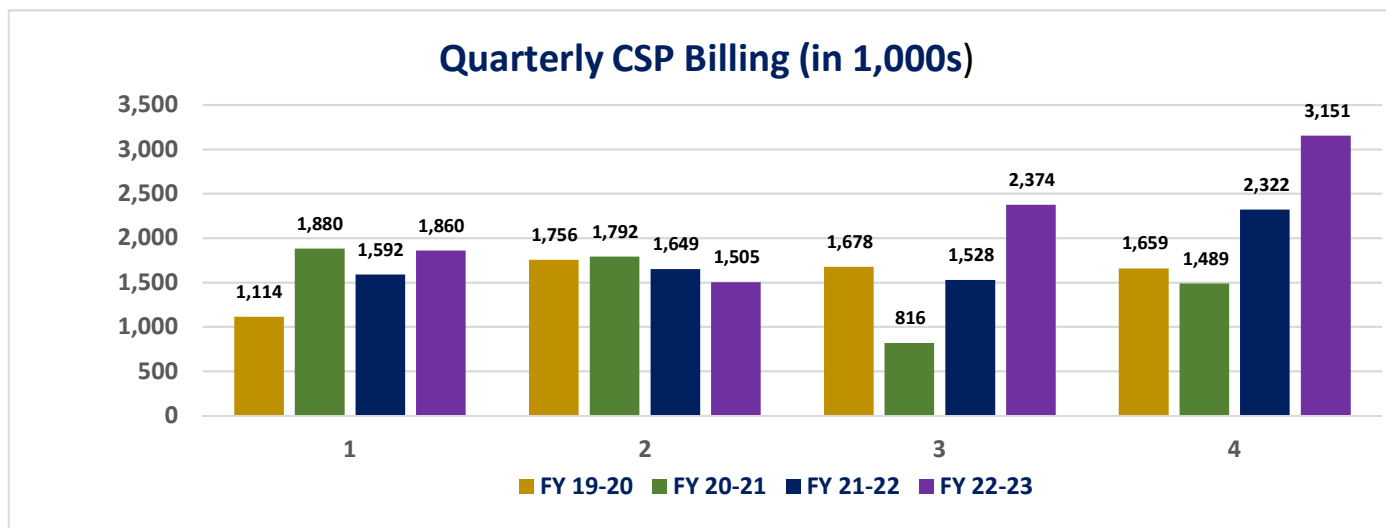
	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%; 50% beginning 7/1/22		
MAC	Youth			Youth			Youth		
CTD CUMULATIVE	Direct \$ '000	Total \$ '000	50%	Wk Exp \$ '000	Total \$ '000	38%	ISY \$ '000	Total \$ '000	38%
Apr 2023	34	61	56%	35	61	57%	23	61	37%
May 2023	7	27	25%	5	27	17%	12	27	45%
June 2023	66	85	78%	9	18	47%	9	18	50%
Total Extended 12 Months	292	498	59%	178	431	41%	158	431	37%
Cumulative CTD 24 Months	593	1,196	50%	427	1,129	38%	427	1,129	38%

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%; 50% beginning 7/1/22		
MAC	Youth			Youth			Youth		
QTR Ended 9/30/22	74	107	69%	30	107	28%	28	107	26%
QTR Ended 12/31/22	40	95	42%	36	95	38%	32	95	33%
QTR Ended 3/31/23	71	123	58%	64	123	52%	55	123	44%
QTR Ended 6/30/23	107	173	62%	48	106	45%	44	106	41%
FYE 6/30/23	292	498	59%	178	431	41%	158	431	37%

# NORTHERN MIDDLE TN WORKFORCE BOARD

## JUNE 2023 FISCAL UPDATE

### CAREER SERVICE PROVIDER - BILLING TREND



*Q4 CSP billing, which includes COVID NDWG, increased \$777 compared to last quarter, and was \$829 higher than Q3 of the previous year which did not include COVID NDWG.*

*Annual CSP billing increased \$1.8M compared to last year.*

*Of that amount, \$1.1M relates to the current year pass-thru of COVID NDWG to EDSI.*

Career Service Provider Billing	Q1	Q2	Q3	Q4	Total
CSP Billing FYE 6/30/20 MCHRA	1,114	1,756	1,678	1,659	6,207
CSP Billing FYE 6/30/21 MCHRA/EDSI & MAC	1,880	1,792	816	1,489	5,977
CSP Billing FYE 6/30/22 EDSI & MAC	1,592	1,649	1,528	2,322	7,091
CSP Billing FYE 6/30/23 EDSI & MAC	1,860	1,505	2,374	3,151	8,890

**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**JUNE 2023 FISCAL UPDATE**  
**CONTRACTOR - BILLING PROGRESS**

	In \$000's				
Career Service Provider Billing	Cumulative through Mar 2023	Total Spent Qtr Ended Jun 2023	Budget Spent Contract To Date	Total 30 Month Contract Budget	% Spent - * 100% time elapsed (contracts extended)
EDSI (30 Month Comparison)	\$ 13,918	\$ 2,902	\$ 16,820	\$ 17,892	94% *
EDSI (Summer Youth bgt through 6/30/24)	\$ -	\$ 76	\$ 76	\$ 1,759	4%
MAC (30 Month Comparison)	\$ 1,023	\$ 158	\$ 1,181	\$ 1,333	89% *
MAC (Summer Youth bgt through 6/30/24)	\$ -	\$ 15	\$ 15	\$ 96	16%
Contract-to-Date through Q4 2022-23	\$ 14,941	\$ 3,151	\$ 18,092		

	In \$000's				
One-Stop Operator Billing	Cumulative through Mar 2023	Total Spent Qtr Ended Jun 2023	Budget Spent Contract To Date	Total 12 Month Budget	% Spent - 100% time elapsed (new contract awarded)
MCHRA - (12 Month Comparison)	\$ 192	\$ 59	\$ 251	\$ 298	84% *

**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**JUNE 2023 FISCAL UPDATE**  
**CONTRACTOR - BILLING PROGRESS**

Youth Providers FYE 6/30/2023	Budget	Q1	Q2	Q3	Q4	Total	% Spent
Jobs 4 TN Graduates (In School)	\$ 100	\$ 11	\$ 21	\$ 20	\$ 48	\$ 100	100%
Libertys Station (Out of School)	\$ 100	\$ 5	\$ 6	\$ 12	\$ 15	\$ 38	38%
Monroe Harding (In School & Out of School)	\$ 100	\$ 11	\$ 16	\$ 20	\$ 35	\$ 82	82%
	\$ 300	\$ 27	\$ 43	\$ 52	\$ 98	\$ 220	73%

*The three new Youth providers contributed an additional \$98k combined billings in Quarter 4; \$220k cumulatively. The providers collectively utilized 73% of \$300k in awards at the completion of their 12-month grants. JTG had the best outcomes fully utilizing their funding and meeting all three dollar-driven goals. Liberty's Station had high concentrations of paid work experience but utilized only 38% of their funding. Monroe Harding utilized 82% of their funding but did not meet MPCR or ISY targets.*

Youth Providers FYE 6/30/2023	MPCR	Work Exp	ISY
Jobs 4 TN Graduates (In School)	52%	49%	100%
Libertys Station (Out of School)	83%	83%	
Monroe Harding (In School & Out of School)	46%	39%	27%

# NORTHERN MIDDLE TN WORKFORCE BOARD

## FY2023-24 BUDGET - REVENUES

Grant Revenue	\$ in millions	\$
Total Projected Carryover from 22-23	5.1	5,100,622.00
23-24 Projected Allocations	7.8	7,839,846.55
Total Adult, DW, Youth	12.9	12,940,468.55
Carryover to 24-25 for Youth	(1.0)	(1,000,000.00)
Carryover to 24-25 at 20% of Adult, DW	(1.0)	(1,065,901.91)
Total 23-24 Adult, DW, Youth	10.9	10,874,566.6
National Emergency DW (Flood)	0.0	52,239.00
RESEA	0.3	300,000.00
Summer Youth	2.2	2,195,089.00
IFA	1.0	1,000,000.00
<b>Total 23-24 Projected Grant Revenue</b>	<b>14.4</b>	<b>14,421,894.64</b>



# NORTHERN MIDDLE TN WORKFORCE BOARD

## FY2023-24 BUDGET - EXPENSES

Projected Expenses	\$ in millions	%	
NM Workforce Board	1.4	10%	1,365,645.00
Board Incumbent Worker Program	0.3	2%	300,000.00
Recruitment Campaign	0.1	1%	100,000.00
IFA (non-Title I)	1.0	7%	1,000,000.00
<b>Total Board and Overhead</b>	<b>2.8</b>	<b>19%</b>	<b>2,765,645.00</b>
 National Emergency DW (Flood)	 0.0	 0%	 52,239.00
One Stop Operator	0.3	2%	300,000.00
Career Service Providers	8.8	61%	8,808,921.64
RESEA	0.3	2%	300,000.00
Summer Youth	2.2	15%	2,195,089.00
<b>Total Contracted Grant Services</b>	<b>11.6</b>	<b>81%</b>	<b>11,656,249.64</b>
<b>Total 23-24 Grant Expense</b>	<b>14.4</b>	<b>100%</b>	<b>14,421,894.64</b>

# **NORTHERN MIDDLE TN WORKFORCE BOARD**

## **JUNE 2023 FISCAL UPDATE**

### **MONITORING UPDATE**

#### **EDSI and MAC - Career Service Providers**

- \* Staffing/Training update - While EDSI's staffing situation has improved somewhat, multiple counties remain understaffed and served. case management has suffered due to the staff turnover. Priority has shifted to training of staff to improve customer service. Focus on reducing caseloads for quality of service, over quantity.
- \* EDSI's audit report was received without finding.
- \* Monthly desk review of invoices is performed analyzing contract progress and performance.
- \* Biweekly contractor meetings continue.
- \* Northern Middle program and fiscal staff provided technical assistance to EDSI and MAC as needed.
- \* Northern Middle program staff conducted random sampling of EDSI participant files to include, but not limited to COVID National Dislocated Worker.
- \* Summer Youth monitoring and technical assistance is ongoing.

#### **New Youth Providers - Monroe Harding, Jobs for TN Graduates, Amelia's Closet/Liberty Station**

- \* Smaller Youth contractors programmatically completed grant close-out. Most Youth were closed with positive outcomes such as enrolling into post-secondary or obtaining unsubsidized employment. Only a few were transferred to EDSI's caseload.

#### **Mid-Cumberland HRA - One-Stop Operator**

- \* The One-Stop Operator continues to promote enhanced oversight of partner accountability in supporting KPI goals. A contract has been finalized with MCHRA to conduct regional OSO services between Northern Middle and Upper Cumberland.

#### **Monitoring of Northern Middle:**

TDLWD's PAR and Program Integrity Unit are currently monitoring Northern Middle. On-site visits were conducted August 1 & 2nd and remaining procedures are in-progress.

# **NORTHERN MIDDLE TN WORKFORCE BOARD**

## **JUNE 2023 FISCAL UPDATE**

### **ACTION**

- \* 2022-23 Budget Revision \$16.2M  
(+\$539k Summer Youth Phase I +\$400k COVID National Dislocated Worker)**
- \* Authorization to re-purpose additional \$1M DW for Adult through 6/30/24**
- \* 2023-24 Budget Revision \$14.4M  
(+\$1.5M = -\$800k Carryover and + \$2.3M Summer Youth)**

# Northern Middle Tennessee Workforce Development Board AJC Report

For April 1 to June 30 2023

Report Date: August 9, 2023

## Local Area Updates

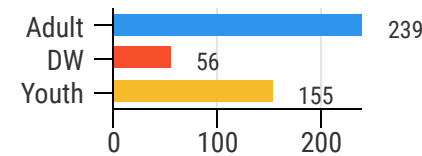
Much of the activity in our Northern Middle American Job Centers (AJCs) have centered on the statewide Summer Youth Employment Program (SYEP). This is an ambitious program to increase youth employment through a paid employment opportunity, paired with valuable first-hand work experience. For many of our Northern Middle youth, this is their first job.

The SYEP is divided into two phases. Phase I is intended to place most of the youth served into work experience in 2023. Participants must meet WIOA eligibility guidelines. Phase I began on May 15 and will last through August 31. Phase II began on July 1, and will last through Aug 31, 2024. Phase II participants must be ages 14-24 and low-income participants will be prioritized. WIOA eligibility is not required for Phase II, which will be used for the creation and expansion of subsidized youth employment and/or innovative career exploration activities.



## Partner Program Updates

### Title I Total Enrollments



### Adult Education

For the quarter ending June 30;  
4,020 received student services.  
581 students received their HiSETs  
714 students received a level gain

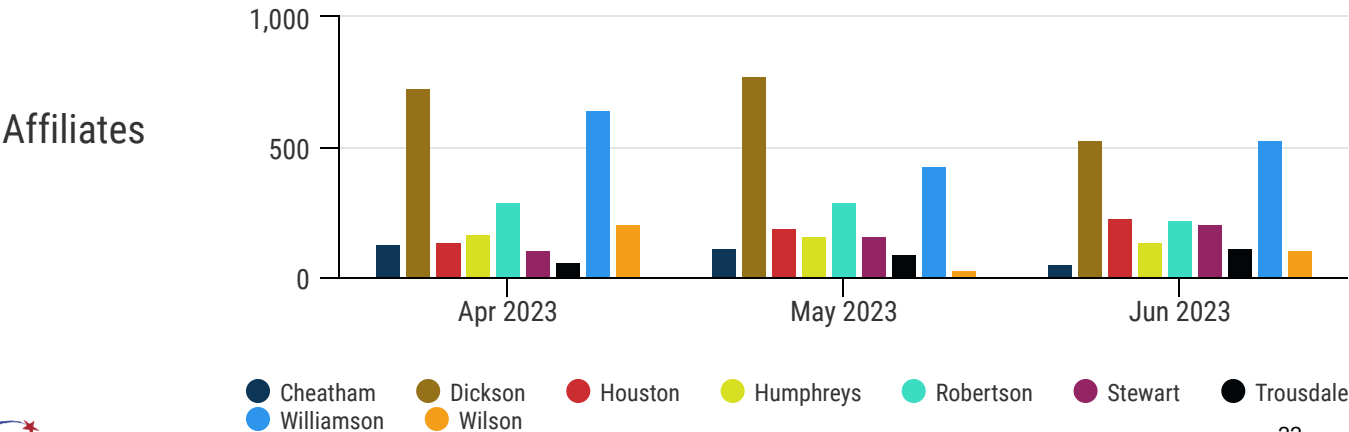
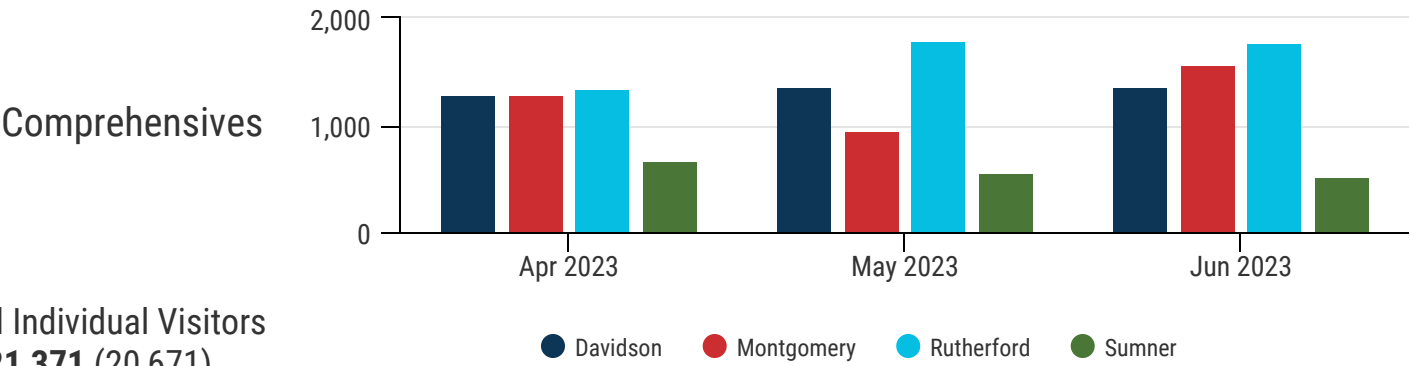
### Wagner Peyser

4,972 (+1.2%) New employers registered  
17,116 (+13.72%) New Job Orders in Jobs4TN  
1,944 (+3.07%) Wagner Peyser Participants

### Vocational Rehabilitation

1,987 Active Cases  
304 Applications  
65 Currently Working  
70 Successful Closures

## AJC Total Traffic Counts



# Northern Middle AJC Report

## March 31, 2023

By County as of June 30, 2023; NM = 3.1% TN = 3.2%

Challenges Going Forward

County	Unemployment Rate (June 30)	Unemployment Rate (Mar 31)	Quarterly Change
Cheatham	2.9%	2.4%	+0.5
Davidson	3.0%	2.5%	+0.5
Dickson	3.1%	2.6%	+0.5
Houston	5.3%	4.4%	+0.9
Humphreys	3.7%	3.3%	+0.4
Montgomery	4.2%	3.5%	+0.7
Robertson	3.1%	2.5%	+0.6
Rutherford	3.0%	2.4%	+0.6
Stewart	4.2%	3.3%	+0.9
Sumner	3.0%	2.5%	+0.5
Trousdale	3.5%	3.1%	+0.4
Williamson	2.8%	2.3%	+0.5
Wilson	3.1%	2.5%	+0.6

As has been stated before, staff turnover continues to be a problem, with all AJC partners. Some stay as little as two months, then leave without giving a two-week notice. That puts staff in a bind, as many AJCs go through periods of being short-staffed.

It also hurts our job-seekers as they are getting poor service by getting served by new employees, who are inexperienced and not fully trained; or they are having to wait to be served because there are simply not enough people to serve them.

This is an ongoing issue in our country, and it is not limited to our AJCs. Nevertheless, it is a constant problem we are facing.

### KPIs

Apr-23 May-23 Jun-23 Q4 Annual/YTD						Apr-23 May-23 Jun-23 Q4 Annual/YTD						
Adult, Dislocated Worker and National Dislocated Worker - New Enrollment	TARGET	121	121	122	364	1220	SNAP Employment and Training - Participants receiving Job Retention Services					
Adult		84	90	65	239	633	New Enrollment	13	2	6	21	135
Dislocated Worker		20	24	12	56	164	Target	1	1	1	3	12
Incumbent Worker		N/A	N/A	N/A	0	21	Pct.	#####			700.00%	1125%
Total		104	114	77	295	818						
Percent of Goal		85.95%	94.21%	63.11%	81.04%	67.05%	SNAP Employment and Training - Participants receiving Job Search Training Services					
							New Enrollment	4	1	4	9	26
Jobs for Veterans New Enrollment	TARGET	10	10	11	31	122	Target	1	1	1	3	9
Total		20	15	12	47	159	Pct.	400.00%	100.00%	400.00%	300.00%	288.88%
Percent of Goal		200%	150%	109%	152%	130%						
							Trade Adjustment Assistance				Q4	
Justice Involved Individuals New Enrollment	TARGET	43	44	43	130	519	Co-Enrollment with Dislocated Worker					
Adult		21	30	19	70	191	Trade Co-Enrollment with DW	0	0	0	0	2
Dislocated Worker		1	3	2	6	18	Trade Participants	0	0	0	0	2
National Dislocated Worker		1	0	0	1	41	Target	0	0	0	90%	90
Youth		5	3		8	54	Actual				100%	100.00%
Wagner-Peyser		56	47	53	156	535						
Total		84	83	74	241	838	Wagner-Peyser New Enrollment				Q4	
Percent of Goal					185.38%	161.46%	Enrollments	545	619	758	1922	6,509
National Dislocated Worker - COVID-19 New Enrollment	TARGET	1	0	0	1	60	Target	305	304	304	913	3,851
Total		9	1	0	10	230	Pct.	178.68%	203.61%	249.34%	126.28%	169.02%
National Dislocated Worker - Waverly New Enrollment	TARGET	1	0	0	1	6						
Total		0	2	0	10	18	Youth New Enrollment				Q4	
Re-Employment Services Co-Enrollment	Target				12	45	Enrollment	32	84	39	155	564
Co-Enrollment with Title I		2	2	0	4	46	Target	50	50	50	150	500
Pct.					33.33%	100.20%	Pct.	64.00%	168.00%	78.00%	103.33%	112.80%
							In-school Youth New Enrollment				Q4	
SNAP Employment and Training Co-Enrollments with Adult Education							Enrollment	15	45	20	80	239
New Enrollment		0	0	0	0	3	Target				45	150
Target		1	1	1	3	12	Pct.				177.77%	159.33%
Pct.				0.00%	0.00%	25.00%						

New Providers Requiring Board Approval for addition to the ETPL										
Provider Name	Provider Main Address	Years in Business	Approval Agency	Approval Documented						
Excel Barber and Style College	3532 West Hamilton Ave Nashville, TN 37218	3	THEC	THEC Exempt Authorized Institution						
Nightingale College	95 S. Street, Suite 400 Salt Lake City, UT 84111	13	NC-SARS	NC-SARS						
New Programs Requiring Board Approval for addition to the ETPL										
Provider Name	Provider Main Address	Program ID	Program Name	CIP Code	Total Cost	Job Outlook	Credential Earned	Projected Wage	Program Length	Sector Strategy
Excel Barber and Style College	3532 West Hamilton Avenue Nashville, TN 37218	1010949	Barber	120413	\$6,000.00	Bright Outlook Locally & Nationally	Licensed Barber	\$14.69	8 Hours	Personal Care
Nightingale College	95 S. State Street, Suite 400 Salt Lake City, UT 84111	1010969	Bachelor of Science in Nursing	513801	\$43,593.00	Bright Outlook Locally & Nationally	Registered Nurse	\$30.63	8 Semesters	Healthcare
Nightingale College	95 S. State Street, Suite 400 Salt Lake City, UT 84111	1010968	Registered Nurse to Bachelor of Science in Nursing	513801	\$36,396.00	Bright Outlook Locally & Nationally	Registered Nurse	\$30.63	5 Semesters	Healthcare
Nightingale College	95 S. State Street, Suite 400 Salt Lake City, UT 84111	1010970	Master of Science in Nursing Educators	513203	\$34,140.00	Bright Outlook Locally & Nationally	MSN ED	\$49.07	5 Semesters	Healthcare
Nightingale College	95 S. State Street, Suite 400 Salt Lake City, UT 84111	1010967	Licensed Practical Nurse to Registered Nurse LPN - ASN	513801	\$47,748.00	Bright Outlook Locally & Nationally	Registered Nurse	\$30.63	4 Semesters	Healthcare
Nightingale College	95 S. State Street, Suite 400 Salt Lake City, UT 84111	1010966	Practical Nurse Diploma Program (PN)	513902	\$39,282.00	Bright Outlook Locally & Nationally	Licensed Practical Nurse	\$22.59	5 Semesters	Healthcare
Nightingale College	95 S. State Street, Suite 400 Salt Lake City, UT 84111	1010971	Master of Science in Nursing Family Nurse Practitioner	513805	\$36,632.00	Bright Outlook Locally & Nationally	MSN-FNP	\$49.07	6 Semesters	Healthcare
Competitive Edge Dental Assisting Academy, LLC - Lebanon	1633 W Main Street Lebanon, TN 37087	1010689	Dental Assistant	510601	\$6,500.00	Bright Outlook Locally & Nationally	Certified Dental Assistant (CDA)	\$18.30	8 weeks	Healthcare
NATS, Inc.	1161 Murfreesboro Road, Suite 217 Nashville, TN 37217	1010635	Clinical Medical Assistant	510801	\$5,200.00	Bright Outlook Locally & Nationally	Certified Clinical Medical Assistant	\$17.88	12 Weeks	Healthcare
Volunteer State Community College	1480 Nashville Pike Gallatin, TN 37066	1010950	Advanced Emergency Medical Technician Technical Certificate	510905	\$4,794.00	Bright Outlook Locally & Nationally	AEMT	\$17.48	6 Months	Healthcare
Tennessee College of Applied Technology at Dickson	248 Beasley Drive Dickson, TN 37055	1010990	Automotive Technician Development Training	470604	\$6,923.00	Bright Outlook Locally	Certificate	\$22.00	16 Weeks	Advanced Manufacturing

Former Programs Requiring Board Approval for ETPL Addition											
Provider Name	Provider Main Address	Program ID	Program Name	CIP Code	Total Cost	Job Outlook	Credential Earned	Projected Wage	Program Length	Sector Strategy	Notes
Tennessee State University	3500 John A Merritt Blvd PO Box 9621 Nashville, TN 37209	1006092	Certified Clinical Medical Assistant (CCMA) + Certified Electronic Health Record	510710	\$3,995.00	Bright Outlook Locally & Nationally	CCMA + CEHRS	\$17.88	12 Months	Healthcare	Missed subsequent review date. No WIOA enrollments
Volunteer State Community College	1480 Nashville Pike Gallatin, TN 37066	97981	Diagnostic Medical Sonography Technical Certificate	510910	\$15,550.00	Bright Outlook Locally & Nationally	RDMS	\$30.00	16 Months	Healthcare	Missed subsequent review date.
Volunteer State Community College	1480 Nashville Pike Gallatin, TN 37066	97527	Business, AAS - Marketing	520201	\$12,000.00	Bright Outlook Locally & Nationally	Associate of Applied Science	\$18.94	24 Months	Business	Removed due to lack of enrollments in 2021
Existing Programs Requiring Board Approval for Cost Increase and Program Extension											
Provider Name	Provider Main Address	Program ID	Program Name	CIP Code	Total Cost	Job Outlook	Credential Earned	Projected Wage	Program Length	Sector Strategy	Notes



**WIOA Federal Reporting Score Card  
NORTHERN MIDDLE WORKFORCE BOARD**

PY22 WIOA Core Performance Measures	Targets 100%	Targets 90%	Northern Middle			
			Q1	Q2	Q3	Q4
Adult Measures			PASS	PASS	PASS	EST
Exiters			433	488	491	
Participants Served			1715	1708	1711	
Employment Rate 2nd Quarter after exit	81.5%	73.35%	84.8%	89.6%	89.9%	84.5%
Employment Rate 4th Quarter after exit	80.2%	72.18%	73.3%	80.6%	83.2%	86.0%
Median Earnings 2 <sup>nd</sup> Quarter after exit	6,900	\$ 6,210	\$ 7,822	\$ 7,962	\$ 8,071	\$ 7,941
Credential Attainment w/in 4 Quarters after exit	69.0%	62.10%	69.4%	68.6%	68.0%	69.4%
Measurable Skills Gains	62.0%	55.80%	66.8%	63.7%	64.2%	68.4%
Dislocated Worker			PASS	PASS	PASS	
Exiters			222	188	165	
Participants Served			598	569	587	
Employment Rate 2nd Quarter after exit	83.0%	74.70%	90.4%	91.0%	91.7%	86.9%
Employment Rate 4th Quarter after exit	81.0%	72.90%	84.9%	87.1%	88.5%	86.2%
Median Earnings 2 <sup>nd</sup> Quarter after exit	7,900	\$ 7,110	\$ 10,400	\$ 11,058	\$ 10,516	\$ 10,447
Credential Attainment w/in 4 Quarters after exit	65.0%	58.50%	60.5%	63.1%	66.0%	66.1%
Measurable Skills Gains	61.2%	55.08%	60.7%	60.6%	61.2%	68.3%
Youth			PASS	PASS	PASS	
Exiters			397	430	441	
Participants Served			1018	1061	1087	
Employment Rate 2nd Quarter after exit	77.5%	69.75%	87.8%	90.8%	93.3%	89.0%
Employment Rate 4th Quarter after exit	76.5%	68.85%	75.7%	79.70%	83.8%	85%
Median Earnings 2 <sup>nd</sup> Quarter after exit	3,720	\$ 3,348	\$ 6,287	\$ 6,161	\$ 6,091	\$ 6,038
Credential Attainment w/in 4 Quarters after exit	65.0%	58.50%	62.8%	65.1%	67.0%	73.5%
Measurable Skills Gains	54.2%	48.78%	57.8%	53.1%	55.1%	59.7%
GREEN-Passing at 100% of Goal						
YELLOW-Passing at 90% of goal						
Red-Failing at less than 90% of goal						

EDSI Incentive Quarterly Benchmarks																
Matrix:		2022						2023								
		Sep 30 (QTR 1)			Dec. 30 (QTR 2)			Mar. 31 (QTR 3)			June. 30 (QTR 4)			Cumulative June 30		
		Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%
Enrollments	A/DW	220	256	116.36%	220	251	114.09%	330	331	100.30%	330	319	96.67%	1100	1199	109.0%
	Youth	80	87	108.75%	80	70	87.50%	120	94	78.33%	120	120	100.00%	400	372	93.0%
*Exits	A/DW	176	89	50.57%	176	67	38.07%	264	43	16.29%	264	246	93.18%	880	835	94.9%
	Youth	64	56	87.50%	64	27	42.19%	96	28	29.17%	96	23	23.96%	320	213	66.6%
Positive Exits #		Goal	Actual	Percent	Goal	Actual	Percent	Goal	Actual	Percent	Goal	Actual	Percent	Goal	Actual	Percent
	A/DW	150	86	57.49%	150	65	43.3%	224	41	18.3%	224	92	41.1%	748	587	78.5%
	Youth	54	49	90.07%	54	27	50.0%	82	28	34.1%	82	23	28.0%	272	200	73.5%
		Exits	Positive	Percent	Exits	Positive	Percent	Exits	Positive	Percent	Exits	Positive	Percent	Exits	Positive	Percent
**Actual Positive Exit Rate	A/DW	89	86	96.63%	67	65	97.0%	43	41	95.3%	246	92	37.4%	835	587	70.3%
85% Goal	Youth	56	49	87.50%	27	27	100.0%	28	28	100.0%	23	23	100.0%	213	200	93.9%
Placement Wage		Goal	Actual	Percent	Goal	Actual	Percent	Goal	Actual	Percent	Goal	Actual	Percent	Goal	Actual	Percent
	A/DW	\$ 16.00	\$ 29.97	187.31%	\$ 16.00	\$ 19.90	124.4%	\$ 16.00	\$ 18.56	116.0%	\$ 16.00	\$ 18.66	116.6%	\$ 16.00	\$ 20.60	128.8%
	Youth	\$ 12.00	\$ 16.75	139.58%	\$ 12.00	\$ 19.06	158.8%	\$ 12.00	\$ 19.27	160.6%	\$ 12.00	\$ 16.23	135.3%	\$ 12.00	\$ 17.17	143.1%

MAC Goals 2022-2023																
Matrix:		2022						2023								
		Sep 30 (QTR 7)			Dec. 30 (QTR 8)			Mar. 31 (QTR 9)			June. 30 (QTR 10)			Cumulative June 30		
		Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%	Goal	Actual	%
Enrollments	ISY	21	7	33%	22	37	168.18%	21	16	76.19%	21	26	123.81%	85	86	101.2%
	OSY	15	12	80%	15	18	120.00%	15	17	113.33%	15	15	100.00%	60	63	105.0%
Exits																
	Youth	29	35	122%	30	59	196.67%	29	22	76.39%	29	8	27.78%	116	132	113.8%
Positive Exits		Goal	Actual	Percent	Goal	Actual	Percent	Goal	Actual	Percent	Goal	Actual	Percent	Goal	Actual	Percent
	Youth	24	24	100.0%	25	38	152.0%	24	19	79.17%	24	2	8.3%	99	99	100.0%
**Actual Positive Exit Rate																
		Exits	Positive	Percent	Exits	Positive	Percent	Exits	Positive	Percent	Exits	Positive	Percent	Exits	Positive	Percent
Placement Wage		35	24	68.6%	59	38	64.4%	22	19	86.36%	8	2	25.0%	132	99	75.0%
	Youth	\$ 12.00	\$ 13.86	115.5%	\$12.00	\$15.70	130.8%	\$ 12.00	\$ 17.52	146.0%	\$ 12.00	\$ 15.12	126.0%	\$12.00	\$ 15.77	131.4%

## Northern Middle WARN and Closures/Layoff Activities

County	Employer	Number of Workers Affected	Layoff/Closure Dates
Davidson	TA Travel Centers of America	54	03.31.2023 – 04.29.2023
Wilson	CEVA Logistics	142	04.22.2023
Davidson	Lyft, Inc.	133	04.28.2023
Davidson	401 Food LLC,dba Merchants Restaurant	96	06.04.2023
Montgomery	Hussian College	59	06.09.2023
Davidson, Rutherford, and Williamson	David's Bridal, LLC	206	06.12.2023 – 08.11.2023
Robertson	Puritan Medical Products	74	06.28.2023
Davidson	Aspiration Partners, Inc.	5	06.30.2023 – 09.30.2023
Davidson	Packers Sanitation Services	71	07.11.2023
Davidson	Truist Bank	76	07.30.2023
Williamson	American Physician Partners	180	07.31.2023
Davidson	Fortitude Life & Annuity Solutions, Inc.	200	07.31.2023 – 09.30.2023
<b>TOTAL</b>		<b>1296</b>	

Adult/Dislocated Worker		
Greater Memphis	1,290	26.2%
Northern Middle	1,062	21.6%
East	859	17.4%
Southeast	421	8.5%
Upper Cumberland	338	6.9%
Northwest	275	5.6%
Southern Middle	261	5.3%
Southwest	226	4.6%
Northeast	196	4.0%
Total	4,928	100.0%

SNAP Employment and Training, <i>New Enrollment</i>		
Northern Middle	1,178	39.7%
Greater Memphis	579	19.5%
East	491	16.5%
Upper Cumberland	187	6.3%
Southeast	187	6.3%
Southwest	127	4.3%
Northeast	113	3.8%
Northwest	61	2.1%
Southern Middle	47	1.6%
Total	2,970	100.0%

Jobs for Veterans, <i>New Enrollment</i>		
Northern Middle	147	33.3%
Greater Memphis	69	15.6%
East	51	11.5%
Northwest	50	11.3%
Southwest	35	7.9%
Northeast	28	6.3%
Southeast	26	5.9%
Upper Cumberland	21	4.8%
Southern Middle	15	3.4%
Total	442	100.0%

Wagner-Peyser, <i>New Enrollment</i>		
Northern Middle	5,702	24.7%
East	3,998	17.3%
Southern Middle	2,996	13.0%
Greater Memphis	2,955	12.8%
Southeast	2,631	11.4%
Upper Cumberland	1,702	7.4%
Northeast	1,174	5.1%
Northwest	1,014	4.4%
Southwest	876	3.8%
Total	23,048	100.0%

Justice-Involved Individuals, <i>New Enrollment</i>		
Northern Middle	1,069	29.0%
East	622	16.9%
Greater Memphis	502	13.6%
Northeast	438	11.9%
Southeast	341	9.3%
Upper Cumberland	276	7.5%
Southwest	162	4.4%
Southern Middle	156	4.2%
Northwest	119	3.2%
Total	3,685	100.0%

Youth, <i>New Enrollment</i>		
Greater Memphis	571	26.6%
Northern Middle	495	23.0%
East	362	16.8%
Southeast	205	9.5%
Southern Middle	129	6.0%
Upper Cumberland	112	5.2%
Northwest	105	4.9%
Southwest	86	4.0%
Northeast	84	3.9%
Total	2,149	100.0%

Reemployment Services, <i>Co-enrollment</i>		
Northern Middle	49	20.8%
East	41	17.4%
Greater Memphis	33	14.0%
Southeast	30	12.7%
Southern Middle	29	12.3%
Upper Cumberland	18	7.6%
Southwest	17	7.2%
Northwest	10	4.2%
Northeast	9	3.8%
Total	236	100.0%

Youth Work Experience, <i>New Enrollment</i>		
Northern Middle	500	33.0%
Southern Middle	282	18.6%
Southeast	150	9.9%
Northwest	120	7.9%
Southwest	120	7.9%
Upper Cumberland	100	6.6%
East	90	5.9%
Northeast	80	5.3%
Greater Memphis	75	4.9%
Total	1,517	100.0%

Youth						
LWDA	Allocation PY20	Allocation PY21	Allocation PY22	Allocation PY23	% Cut	% total
Greater Memphis	\$3,248,907	\$3,259,669	\$3,080,436	\$3,640,902	18.19%	30%
Northern Middle	\$2,070,051	\$2,935,628	\$3,054,142	\$2,510,337	-17.81%	21%
East	\$1,977,141	\$2,222,063	\$1,903,524	\$1,698,467	-10.77%	14%
Southeast	\$1,345,649	\$1,358,769	\$1,200,272	\$1,062,118	-11.51%	9%
Northeast	\$1,041,681	\$1,007,545	\$898,870	\$826,025	-8.10%	7%
Southern Middle	\$597,453	\$850,673	\$687,756	\$669,851	-2.60%	6%
Upper Cumberland	\$607,954	\$671,147	\$562,153	\$563,814	0.30%	5%
Northwest	\$698,843	\$683,885	\$606,322	\$531,546	-12.33%	4%
Southwest	\$642,358	\$674,159	\$576,172	\$514,725	-10.66%	4%
Total	\$12,230,037	\$13,663,538	\$12,569,647	\$12,017,785		

Title I Adult + Dislocated Worker						
LWDA	Allocation PY20-21	Allocation PY21-22	Allocation PY22-23	Allocation PY23-24	% Cut	% total
Greater Memphis	\$5,990,555	\$5,449,553	\$5,322,189	\$5,749,851	8.04%	26%
Northern Middle	\$5,204,606	\$6,390,853	\$6,353,025	\$5,329,510	-16.11%	24%
East	\$4,152,864	\$4,123,320	\$3,778,735	\$3,386,047	-10.39%	15%
Southeast	\$2,531,588	\$2,420,740	\$2,192,987	\$2,258,158	2.97%	10%
Northeast	\$1,981,980	\$1,777,555	\$1,610,474	\$1,432,589	-11.05%	6%
Southern Middle	\$1,409,071	\$1,554,693	\$1,437,807	\$1,399,478	-2.67%	6%
Upper Cumberland	\$1,232,856	\$1,188,607	\$1,064,254	\$1,011,817	-4.93%	5%
Northwest	\$1,296,565	\$1,175,897	\$1,060,054	\$918,097	-13.39%	4%
Southwest	\$1,192,917	\$1,136,939	\$998,101	\$876,327	-12.20%	4%
	\$24,993,001	\$25,218,155	\$23,817,626	\$22,361,874		

## One-Stop Certification Checklist

**Date:** June 14, 2023

**Type of AJC:** Affiliate

**American Job Center Address:**

384 South Main St, Ashland City, TN 37015

**Contact Name:** Shanice Mckinley

**Contact Phone:**  
(615) 792-2520

**Contact Email:**

smckinley@edsolutions.com

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adult Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Title V SCSEP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Services of one more core partners are available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>





**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	31.25		
WIOA Title I Dislocated Worker Services	31.25		
WIOA Title I Youth Services	25		
Wagner-Peyser Title III	As needed by appointment	X	
Adult Education and Family and Literacy Title II (AE)	41.5	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program	37.5		
Title V – Older Americans Act/Senior Community Service Employment	0	X	
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Temporary Assistance for Needy Families	0		
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act		X	
Trade Adjustment Assistance	As needed by appointment		
Veterans Employment Services - Jobs for Veterans State Grant	As needed by appointment		
Community Services Block Grant			
Housing & Urban Development Employment & Training			



Unemployment Insurance		X	
------------------------	--	---	--

**ADDITIONAL PARTNERS (not mandated)**

<b>ADDITIONAL PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN</b>
Ticket to Work and Self Sufficiency	By appointment as needed.	X	
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program	By appointment as needed.	X	
Employment and Training			
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per week.	X	
<i>(please add partners as appropriate)</i>			

## One-Stop Certification Checklist

**Date:** June 13, 2023

**Type of AJC:** Comprehensive

**American Job Center Address:**

665 Mainstream Drive Nashville, TN 37228

**Contact Name:**

Paul Hines

**Contact Phone:**

(615) 253-8920

**Contact Email:**

Paul.Hines@tn.gov

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adult Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title V SCSEP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Services of one more core partners are available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



B) In the column named “Off-Site Electronic Connection,” make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	37.5		
WIOA Title I Dislocated Worker Services	37.5		
WIOA Title I Youth Services	37.5		
Wagner-Peyser Title III	37.5		
Adult Education and Family and Literacy Title II (AE)	0		
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program	37.5		
Title V – Older Americans Act/Senior Community Service Employment	0		
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE
Temporary Assistance for Needy Families			
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act			
Trade Adjustment Assistance	37.5		
Veterans Employment Services - Jobs for Veterans State Grant	37.5		
Community Services Block Grant			
Housing & Urban Development Employment & Training			
Unemployment Insurance		X	

**ADDITIONAL PARTNERS (not mandated)**

ADDITIONAL PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE
Ticket to Work and Self Sufficiency	By appointment as needed	X	
Tennessee Small Business Development Center			



Supplemental Nutrition Assistance Program Employment and Training	37.5		
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per day.		
<i>(please add partners as appropriate)</i>			

## One-Stop Certification Checklist

**Date:** June 12, 2023

**Type of AJC:** Affiliate

**American Job Center Address:**

250 Beasley Drive, Dickson, TN 37055

**Contact Name:**

Cindy Groves

**Contact Phone:**

(615) 446-0229

**Contact Email:**

cgroves@edsolutions.com

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adult Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Title V SCSEP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Services of one more core partners are available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	42.19		
WIOA Title I Dislocated Worker Services	42.19		
WIOA Title I Youth Services	46.87		
Wagner-Peyser Title III	As needed by appointment	X	
Adult Education and Family and Literacy Title II (AE)	37.5	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program	37.5		
Title V – Older Americans Act/Senior Community Service Employment	0	X	
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Temporary Assistance for Needy Families	0		
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act		X	
Trade Adjustment Assistance	As needed by appointment		
Veterans Employment Services - Jobs for Veterans State Grant	As needed by appointment		
Community Services Block Grant			
Housing & Urban Development Employment & Training			



Unemployment Insurance		X	
------------------------	--	---	--

**ADDITIONAL PARTNERS (not mandated)**

<b>ADDITIONAL PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN</b>
Ticket to Work and Self Sufficiency	By appointment as needed.	X	
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program Employment and Training	By appointment as needed.	X	
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per week.	X	
<i>(please add partners as appropriate)</i>			



## One-Stop Certification Checklist

**Date:** June 12, 2023

**Type of AJC:** Affiliate

**American Job Center Address:**

155 W. Front Street, Erin, TN 37061

**Contact Name:**

Joely Berg

**Contact Phone:**

(931) 289-4127

**Contact Email:**

jberg@edsolutions.com

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adult Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Title V SCSEP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Services of one more core partners are available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	4.69		
WIOA Title I Dislocated Worker Services	4.69		
WIOA Title I Youth Services	9.37		
Wagner-Peyser Title III	As needed by appointment	X	
Adult Education and Family and Literacy Title II (AE)	7.5	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program		X	
Title V – Older Americans Act/Senior Community Service Employment	0	X	
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Temporary Assistance for Needy Families	0		
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act		X	
Trade Adjustment Assistance	As needed by appointment		
Veterans Employment Services - Jobs for Veterans State Grant	As needed by appointment		
Community Services Block Grant			
Housing & Urban Development Employment & Training			



Unemployment Insurance		X	
------------------------	--	---	--

**ADDITIONAL PARTNERS (not mandated)**

<b>ADDITIONAL PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN</b>
Ticket to Work and Self Sufficiency	By appointment as needed.	X	
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program	By appointment as needed.	X	
Employment and Training			
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per week.	X	
<i>(please add partners as appropriate)</i>			

## One-Stop Certification Checklist

**Date:** June 12, 2023

**Type of AJC:** Affiliate

**American Job Center Address:**

711 Holly Lane, Waverly, TN 37185

**Contact Name:**

Jane Woods

**Contact Phone:**

(931) 296-5872

**Contact Email:**

jwoods@edsolutions.com

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adult Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Title V SCSEP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Services of one more core partners are available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Workforce Brand used appropriately	X	
Wagner-Peyser services are co-located		
Specialized AJC has established target service group		

**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	14.06		
WIOA Title I Dislocated Worker Services	14.06		
WIOA Title I Youth Services	28.12		
Wagner-Peyser Title III	As needed by appointment	X	
Adult Education and Family and Literacy Title II (AE)	7.5	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program		X	
Title V – Older Americans Act/Senior Community Service Employment	0	X	
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Temporary Assistance for Needy Families	0		
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act		X	
Trade Adjustment Assistance	As needed by appointment		
Veterans Employment Services - Jobs for Veterans State Grant	As needed by appointment		



Community Services Block Grant			
Housing & Urban Development Employment & Training			
Unemployment Insurance		X	

ADDITIONAL PARTNERS (not mandated)			
ADDITIONAL PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Ticket to Work and Self Sufficiency	By appointment as needed.	X	
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program Employment and Training	By appointment as needed.	X	
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per week.	X	
<i>(please add partners as appropriate)</i>			

## One-Stop Certification Checklist

**Date:** June 12, 2023

**Type of AJC:** Comprehensive

**American Job Center Address:**

523 Madison Street, Clarksville, TN 37040

**Contact Name:**

Jacquelyn Scott

**Contact Phone:**

(931) 905-3568

**Contact Email:**

Jacquelyn.Scott@Tn.gov

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adult Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title V SCSEP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Services of one more core partners are available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	37.5		
WIOA Title I Dislocated Worker Services	37.5		
WIOA Title I Youth Services	37.5		
Wagner-Peyser Title III	37.5		
Adult Education and Family and Literacy Title II (AE)	37.5	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program	15	X	
Title V – Older Americans Act/Senior Community Service Employment	37.5		
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Temporary Assistance for Needy Families	37.5		
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act	37.5		
Trade Adjustment Assistance	37.5		
Veterans Employment Services - Jobs for Veterans State Grant	37.5		
Community Services Block Grant	N/A		
Housing & Urban Development Employment & Training	N/A		





Unemployment Insurance	37.5	X	
------------------------	------	---	--

**ADDITIONAL PARTNERS (not mandated)**

<b>ADDITIONAL PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN</b>
Ticket to Work and Self Sufficiency	37.5		
Tennessee Small Business Development Center			Refer to APSU
Supplemental Nutrition Assistance Program	37.5		
Employment and Training			
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing Agcys normally onsite		
<i>(please add partners as appropriate)</i>	Ft. Campbell Soldier Transition Prgm 37.5 hrs		

## TNLWD Specialized Center One-Stop Certification Checklist

**Date:** June 14, 2023 **Type of AJC:** Affiliate

**American Job Center Address:**

299 10<sup>th</sup> Ave East, Springfield, TN 37172

**Contact Name:**

Sentoria Smith

**Contact Phone:**

615-384-1097

**Contact Email:**

ssmith@edsolutions.com

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adult Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Title V SCSEP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Services of one more core partners are available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	21.88		
WIOA Title I Dislocated Worker Services	21.88		
WIOA Title I Youth Services	25		
Wagner-Peyser Title III	As needed by appointment	X	
Adult Education and Family and Literacy Title II (AE)	28	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program	37.5	X	
Title V – Older Americans Act/Senior Community Service Employment	0	X	
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Temporary Assistance for Needy Families	0		
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act		X	
Trade Adjustment Assistance	As needed by appointment		
Veterans Employment Services - Jobs for Veterans State Grant	As needed by appointment		
Community Services Block Grant			
Housing & Urban Development Employment & Training			



Unemployment Insurance		X	
------------------------	--	---	--

**ADDITIONAL PARTNERS (not mandated)**

<b>ADDITIONAL PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN</b>
Ticket to Work and Self Sufficiency	By appointment as needed.	X	
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program Employment and Training	By appointment as needed.	X	
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per week.	X	
<i>(please add partners as appropriate)</i>			

## One-Stop Certification Checklist

**Date:** June 13, 2023

**Type of AJC:** Comprehensive

**American Job Center Address:**

1313 Old Fort Highway, Murfreesboro, TN 37129

**Contact Name:**

Dedrick Moore

**Contact Phone:**

(615) 898-8081

**Contact Email:**

dedrick.moore@tn.gov

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adult Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title V SCSEP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Services of one more core partners are available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	37.5		
WIOA Title I Dislocated Worker Services	37.5		
WIOA Title I Youth Services	37.5		
Wagner-Peyser Title III	37.5		
Adult Education and Family and Literacy Title II (AE)	0	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program	37.5		
Title V – Older Americans Act/Senior Community Service Employment	0	X	
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Temporary Assistance for Needy Families	37.5		
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act		X	
Trade Adjustment Assistance	37.5		
Veterans Employment Services - Jobs for Veterans State Grant	37.5		
Community Services Block Grant	37.5	X	
Housing & Urban Development Employment & Training			



Unemployment Insurance		X	
------------------------	--	---	--

**ADDITIONAL PARTNERS (not mandated)**

<b>ADDITIONAL PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN</b>
Ticket to Work and Self Sufficiency	By appointment as needed.	X	
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program Employment and Training	By appointment as needed.	X	
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per day.	X	
<i>(please add partners as appropriate)</i>			

One-Stop Certification Checklist			
Date: June 12, 2023		Type of AJC: Affiliate	
<b>American Job Center Address:</b> 1356 Donelson Parkway, Dover, TN 37058			
<b>Contact Name:</b> Holly Byrd	<b>Contact Phone:</b> (931)232-5035	<b>Contact Email:</b> hbyrd@edsolutions.com	
CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adult Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Title V SCSEP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Services of one more core partners are available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>





**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	14.06		
WIOA Title I Dislocated Worker Services	14.06		
WIOA Title I Youth Services	28.12		
Wagner-Peyser Title III	As needed by appointment	X	
Adult Education and Family and Literacy Title II (AE)	7.5	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program		X	
Title V – Older Americans Act/Senior Community Service Employment	Referrals made to SCEP as needed.	X	
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Temporary Assistance for Needy Families		X	
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act		X	
Trade Adjustment Assistance	As needed by appointment	X	
Veterans Employment Services - Jobs for Veterans State Grant	As needed by appointment	X	
Community Services Block Grant			
Housing & Urban Development Employment & Training			



Unemployment Insurance		X	
------------------------	--	---	--

**ADDITIONAL PARTNERS (not mandated)**

<b>ADDITIONAL PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN</b>
Ticket to Work and Self Sufficiency	By appointment as needed.	X	
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program Employment and Training	By appointment as needed.	X	
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per week.	X	
<i>(please add partners as appropriate)</i>			

## One-Stop Certification Checklist

**Date:** June 14, 2023

**Type of AJC:** Comprehensive

**American Job Center Address:**

1598 Green Lea Blvd, Gallatin, TN 37066

**Contact Name:** Jacob Pease

**Contact Phone:**  
(615) 451-5800

**Contact Email:**  
jacob.pease@Tn.gov

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adult Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title V SCSEP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Services of one more core partners are available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	37.5		
WIOA Title I Dislocated Worker Services	37.5		
WIOA Title I Youth Services	37.5		
Wagner-Peyser Title III	37.5		
Adult Education and Family and Literacy Title II (AE)	Program is off-site at Volunteer State Community College	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program	As needed by appointment	X	
Title V – Older Americans Act/Senior Community Service Employment	0	X	
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE
Temporary Assistance for Needy Families	As needed	X	
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act		X	
Trade Adjustment Assistance	37.5		
Veterans Employment Services - Jobs for Veterans State Grant	37.5		
Community Services Block Grant	37.5	X	
Housing & Urban Development Employment & Training			
Unemployment Insurance		X	

**ADDITIONAL PARTNERS (not mandated)**

ADDITIONAL PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE
Ticket to Work and Self Sufficiency	By appointment as needed.	X	
Tennessee Small Business Development Center			



Supplemental Nutrition Assistance Program Employment and Training	By appointment as needed.	X	
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per day.	X	
<i>(please add partners as appropriate)</i>			

## One-Stop Certification Checklist

**Date:** June 14, 2023

**Type of AJC:** Affiliate

**American Job Center Address:**

240 East McMurry Blvd, Hartsville, TN 37074

**Contact Name:**

Tracie Eversole

**Contact Phone:**

(615) 680-3450

**Contact Email:**

teversole@edsisolutions.com

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adult Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Title V SCSEP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Services of one more core partners are available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## II. Checklist – System Requirements

The checklists below are to be used by sites and evaluators to help determine the extent to which system requirements are met and services and programs are present. Each application will vary in its responses based upon the level of certification being requested by the site and the agreements of the local partnership to best meet the needs of the locally-determined service delivery model.

	Yes	No – (please provide plan for complying with this requirement)
Compliance with Workforce System Policies		
ADA Accessibility		
Use of VOS for customer tracking		
Memorandum of Understanding for partners		
Workforce Brand used appropriately		
Wagner-Peyser services are co-located		

### REQUIRED PROGRAM/PARTNER CHECKLIST

- A) In the column named “On-Site,” indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.
- B) In the column named “Off-Site Electronic Connection,” make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.
- C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services			
WIOA Title I Dislocated Worker Services			
WIOA Title I Youth Services			
Wagner-Peyser Title III			
Adult Education and Family and Literacy Title II (AE)			
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program			
Title V – Older Americans Act/Senior Community Service Employment			

Temporary Assistance for Needy Families			
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act			
Trade Adjustment Assistance			
Veterans Employment Services - Jobs for Veterans State Grant			
Community Services Block Grant			
Housing & Urban Development Employment & Training			
Unemployment Insurance			

**ADDITIONAL PARTNERS (not mandated)**

<b>ADDITIONAL PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC CONNECTION</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER</b>
Ticket to Work and Self Sufficiency			
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program Employment and Training			
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers			
<i>(please add partners as appropriate)</i>			



## One-Stop Certification Checklist

<b>Date:</b> June 13, 2023		<b>Type of AJC:</b> Affiliate		
<b>American Job Center Address:</b> 118 Seaboard Lane Suite 100, Franklin, TN 37067				
<b>Contact Name:</b> Stasey Fuller		<b>Contact Phone:</b> (615) 790-3311		<b>Contact Email:</b> sfuller@edsolutions.com
CRITERIA		MET	NOT MET	N/A
REQUIRED PARTNERS				
Title I Adult Services		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adult Education		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Title V SCSEP		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trade Adjustment Assistance		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Veterans Employment Services		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Services Block Grant		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Services of one more core partners are available		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ONE-STOP OPERATIONS				
The MOU between the LWDB and required One-Stop partners is signed and in place		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The AJC is operating in a cost-efficient manner		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	50		
WIOA Title I Dislocated Worker Services	50		
WIOA Title I Youth Services	25		
Wagner-Peyser Title III	As needed by appointment	X	
Adult Education and Family and Literacy Title II (AE)	0	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program	As needed by appointment	X	
Title V – Older Americans Act/Senior Community Service Employment	0	X	
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Temporary Assistance for Needy Families	0	X	
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act		X	
Trade Adjustment Assistance	As needed by appointment	X	
Veterans Employment Services - Jobs for Veterans State Grant	As needed by appointment	X	
Community Services Block Grant			
Housing & Urban Development Employment & Training			



Unemployment Insurance		X	
------------------------	--	---	--

**ADDITIONAL PARTNERS (not mandated)**

<b>ADDITIONAL PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN</b>
Ticket to Work and Self Sufficiency	By appointment as needed.	X	
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program Employment and Training	By appointment as needed.	X	
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per week.	X	
<i>(please add partners as appropriate)</i>			

## One-Stop Certification Checklist

**Date:** June 13, 2023

**Type of AJC:** Affiliate

**American Job Center Address:**

415 Tennessee Blvd, Lebanon, TN 37087

**Contact Name:**

Melissa Neal

**Contact Phone:**

(615) 444-9355

**Contact Email:**

mneal@edsolutions.com

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adult Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Title V SCSEP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Services of one more core partners are available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	43.75		
WIOA Title I Dislocated Worker Services	43.75		
WIOA Title I Youth Services	37.5		
Wagner-Peyser Title III	As needed by appointment	X	
Adult Education and Family and Literacy Title II (AE)	As needed by appointment	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program	As needed by appointment	X	
Title V – Older Americans Act/Senior Community Service Employment	0	X	
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Temporary Assistance for Needy Families	0	X	
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act		X	
Trade Adjustment Assistance	As needed by appointment	X	
Veterans Employment Services - Jobs for Veterans State Grant	As needed by appointment	X	
Community Services Block Grant			
Housing & Urban Development Employment & Training			



Unemployment Insurance		X	
------------------------	--	---	--

**ADDITIONAL PARTNERS (not mandated)**

<b>ADDITIONAL PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN</b>
Ticket to Work and Self Sufficiency	By appointment as needed.	X	
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program	By appointment as needed.	X	
Employment and Training			
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per week.	X	
<i>(please add partners as appropriate)</i>			

## One-Stop Certification Checklist

**Date:** July 13, 2023

**Type of AJC:** Specialized

**American Job Center Address:**

5661 Screaming Eagle Blvd, Fort Campbell, KY 42223

**Contact Name:**

William "Freeman" Forrest

**Contact Phone:**

(270) 956-0054

**Contact Email:**

William.Forrest@Tn.gov

CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adult Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title V SCSEP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Services of one more core partners are available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC CONNECTION	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER
WIOA Title I Adult Services	37.5		
WIOA Title I Dislocated Worker Services	37.5		
WIOA Title I Youth Services		X	
Wagner-Peyser Title III	37.5		
Adult Education and Family and Literacy Title II (AE)		X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program		X	
Title V – Older Americans Act/Senior Community Service Employment		X	
REQUIRED PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN
Temporary Assistance for Needy Families		X	
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act		X	
Trade Adjustment Assistance		X	
Veterans Employment Services - Jobs for Veterans State Grant	37.5		
Community Services Block Grant			
Housing & Urban Development Employment & Training			





Unemployment Insurance		X	
------------------------	--	---	--

**ADDITIONAL PARTNERS (not mandated)**

<b>ADDITIONAL PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN</b>
Ticket to Work and Self Sufficiency		X	
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program		X	
Employment and Training			
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers	Staffing agencies on site to fill local jobs; schedule varies. At least one employer on site per week.	X	
<i>(please add partners as appropriate)</i>	Ft. Campbell Soldier Transition Program		

## One-Stop Certification Checklist

<b>Date</b> June 13, 2023		<b>Type of AJC:</b> Mobile Coach	
<b>American Job Center Address:</b> 665 Mainstream Drive, Nashville, TN			
<b>Contact Name:</b> John Alexander	<b>Contact Phone:</b> (615) 741-0700	<b>Contact Email:</b> John.Alexander@Tn.gov	
CRITERIA	MET	NOT MET	N/A
<b>REQUIRED PARTNERS</b>			
Title I Adult Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title I Dislocated Worker Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wagner-Peyser Title III	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adult Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title V SCSEP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career and Technical Education Program (postsecondary) Carl D. Perkins Act	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trade Adjustment Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Veterans Employment Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Services Block Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Housing & Urban Development Employment & Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unemployment Insurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Services of one more core partners are available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>ONE-STOP OPERATIONS</b>			
The MOU between the LWDB and required One-Stop partners is signed and in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU reflects the name and location of the AJC and the way in which required core partners will integrate services within the center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The center is implementing the MOU specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The One-Stop Operator (OSO) is competitively selected and is in compliance with state and federal guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the OSO are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roles and responsibilities of the Career Services Provider (CSP) are clearly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At least one Title I staff member and one Wagner-Peyser staff member will be on-site during operating hours, and have the capacity to provide services to all individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The AJC is operating in a cost-efficient manner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC actively conducts outreach and provides services such as participation in workshops, job fairs and recruitment events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marketing materials provide an overview of all core partner services, and are available to customers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The AJC connects with the community through multiple community partnerships and access points	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**REQUIRED PROGRAM/PARTNER CHECKLIST**

A) In the column named "On-Site," indicate programs/partners that are currently located on-site in your facility by entering the average number of hours per week they are on-site.

B) In the column named "Off-Site Electronic Connection," make a check mark for the programs/partners that are off-site but their basic career services are made available to customers through an electronic connection. Note: Not all customers will be able to use the electronic connection(s) without help from staff.

C) For programs/partners that are off-site where an agreement is in place to provide their basic career services in another manner, check the last column and attach a narrative explaining how this is accomplished (*use a separate sheet*).

<b>REQUIRED PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC CONNECTION</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE IN ANOTHER MANNER</b>
WIOA Title I Adult Services	Staffed as needed	X	
WIOA Title I Dislocated Worker Services	Staffed as needed	X	
WIOA Title I Youth Services	Staffed as needed	X	
Wagner-Peyser Title III	Staffed as needed	X	
Adult Education and Family and Literacy Title II (AE)	Staffed as needed	X	
Rehabilitation Act Title IV – Tennessee Vocational Rehabilitation (VR) Program	Staffed as needed	X	
Title V – Older Americans Act/Senior Community Service Employment	Staffed as needed	X	
<b>REQUIRED PROGRAMS/PARTNERS</b>	<b>ON-SITE (AVERAGE HOURS/WEEK)</b>	<b>OFF-SITE ELECTRONIC</b>	<b>OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE</b>
Temporary Assistance for Needy Families	Staffed as needed	X	
Career and Technical Education Programs (postsecondary) Carl D. Perkins Act	Staffed as needed	X	
Trade Adjustment Assistance	Staffed as needed	X	
Veterans Employment Services - Jobs for Veterans State Grant	Staffed as needed	X	
Community Services Block Grant			
Housing & Urban Development Employment & Training			
Unemployment Insurance	Staffed as needed	X	



ADDITIONAL PARTNERS (not mandated)			
ADDITIONAL PROGRAMS/PARTNERS	ON-SITE (AVERAGE HOURS/WEEK)	OFF-SITE ELECTRONIC	OFF-SITE BASIC CAREER SERVICES MADE AVAILABLE
Ticket to Work and Self Sufficiency	Staffed as needed	X	
Tennessee Small Business Development Center			
Supplemental Nutrition Assistance Program Employment and Training	Staffed as needed	X	
Vocational Rehabilitation Pilot Projects			
Public Libraries			
Economic Development			
Local Government (City/County)			
Tennessee Employers			
<i>(please add partners as appropriate)</i>			