

Northwest TN Workforce Board Outreach and Opportunities Committee

Tuesday, April 25, 2023 – 11:00 a.m.

Milan Chamber of Commerce, 1069 S. Main Street, Milan, TN or Zoom

Minutes

Committee Members Attending In-Person: Amy McDonald, Ben Marks, Tessa Kyle, Justin Crice; **via Zoom:** Kelly Buffington, Ronnie Gunnels, Jon Dougherty, David Parrish, AJ Douglas, Brad Hurley, John Glad Castellaw, Lindsay Frilling
Staff and Contractors Attending In-Person: Jennifer Bane, Ginger Powell, Erica Nance (OSO); **via Zoom:** Lana Burchfiel, Gina Johnson, LeAnn Lundberg, Kena Hamm, James Starnes (OSO)

Review and Approval of Minutes of 1/24/23 Meeting: Ben Marks called the meeting to order and asked for comments regarding the prior meeting's minutes.

- **MOTION:** Justin Crice moved to approve the 1/24/23 minutes as presented and Ronnie Gunnels seconded the motion. All were in favor and the motion carried.

Talent Pipelines Report: Ginger Powell, Deputy Director, presented the attached Talent Pipelines report detailing career exploration and talent pipelines efforts and programs. Staff are currently working with Amteck on outreach for the next REAP pre-apprenticeship program scheduled for June. They have created an on-site visit with hands-on activities rather than visits at the schools. We have about 11 signed up for Shock and Awe! Day. Justice-Involved numbers will continue to go up as class schedules are finalized. We have partnered with University of TN Center for Industrial Services (UT CIS) to teach a manufacturing bootcamp. Ginger also mentioned the "Mock it till You Rock It" program to help students with job interviews or interviews to go into post-secondary education programs is ongoing.

Target Populations Reports:

- **Youth Services Report:** Jennifer Bane provided an update on youth services. We should be getting some summer youth funding starting as early as mid-May through next August. The majority of funding will be non-WIOA funding, which will allow more youth-aged individuals to qualify.
 - **Youth Participant/Parent Report:** No report due the Career Service Provider staff being out due to illness.
- **Adult Education (AE) Report:** AJ Douglas, NW TN AE Program Director, provided an update on services in NW and Madison County. ESL classes have started at the Martin Library. Classes continue at Tyson in Union City and HiSet classes will begin at Tyson in Humboldt. AE has a goal to host classes with employers in each county. There are currently 301 participants, and AE is looking to hire for a part-time position in Madison County.
- **Vocational Rehabilitation (VR) Report:** David Parrish, CTRC West Area Manager reported that VR is wrapping up working in six high schools. VR is also working with Dyersburg State Community College's Eagle Access program through work-based learning and one class per week. The partnership between VR and Title I for work experience and initiatives continues with one shared participant recently being hired by their worksite, the UT Martin Library. VR also continues to work with Paris Landing Lodge and is adding a position in Carroll County and in Madison County.

Special Grants & Projects Report: Jennifer Bane presented the attached report detailing cumulative services and expenditures through March under the National Dislocated Worker Grant (DWG), RESEA grant, Apprenticeship Grant, the Rural Public Health Workforce Training Grant, and SNAP E&T 50+ Technical Assistance project which ended in March. Enrollments are on track to be met for the DWG that ends in June, but expenditures have been less than projected. Apprenticeship grant enrollment and expenditure goals will be met by the 6/30 grant end date. Events were held in Crockett, Lake, and Gibson counties during the quarter for the Rural Public Health partnership. Services for the GROWWTH grant are expected to launch in the AJCs in early May. Training programs and locations are being finalized for the Good Jobs grant.

Other: Committee members were asked if there were other business items to be addressed, but none were raised.

Future Meeting Dates & Upcoming Events: Jennifer Bane noted that the next Board meeting will include a strategy session. We are working on a survey to get feedback from the Board to help steer that meeting. Margaret Prater will be facilitating the session. Members are encouraged to attend in-person if at all possible.

*Respectfully submitted,
Lana Burchfiel, Public Information Specialist*

**NW TN Workforce Board
Outreach and Opportunities Committee**

Tuesday, April 25, 2023 – 11:00 a.m.

Milan Chamber of Commerce
1069 S. Main Street
Milan, TN

[Join Zoom Meeting](#)
Meeting ID: 811 1431 8670
Passcode: 473561

Chair – Ben Marks

Vice Chair – Glad Castellaw

Agenda

1. Welcome and Call to Order Ben Marks, Chair
2. Review and Approval of Minutes of January 24, 2023 Meeting (**Vote Required**) Ben Marks
3. Talent Pipelines Report Ginger Powell, Deputy Director
4. Target Populations Reports Connie Stewart, CSP Executive Director
 - a. Youth Services Report AJ Douglas, NW TN AE Program Director
 - o Youth Participant / Parent Report David Parrish, CTRC West Area Manager
 - b. Adult Education (AE) Report
 - c. Vocational Rehabilitation Report
5. Special Grants & Projects Report Jennifer Bane, Executive Director
6. Other Business All

Future Meeting Dates & Upcoming Events

| Meeting / Event | Date and Time | Location |
|---|---|---|
| West Tennessee Regional Planning Council Meeting | May 17 th , 10:00 am | Zoom |
| State Board Meeting | May 19 th , 8:30 am – 12:00 pm | Nashville / YouTube |
| Northwest Tennessee Workforce Board Meeting / Strategy Session | May 23 rd , 10:00 am | NW HRA/DD & Zoom (124 Weldon Dr., Martin) |
| Virtually Speaking Webinar: Addressing Workforce Childcare Challenges | June 1 st , 9:00 am | Zoom |
| Future 2023 Committee Meetings | July 25 th , and October 24 th , 11:00 am | TBD / Zoom |
| Future 2023 Board Meetings | August 22 nd , (annual / joint meeting with SW), November 28 th | TBD / Zoom |
| Future Virtually Speaking Webinars | September 7 th , and December 7 th , 9:00 am | Zoom |

Northwest TN Workforce Board Outreach and Opportunities Committee

Tuesday, January 24, 2023 – 11:00 a.m.

DSCC Gibson County Center, Room 112, 2071 Hwy 45 Bypass, Trenton, TN 38382 or Zoom

Minutes

Committee Members Attending via Zoom: Kelly Buffington, Ronnie Gunnels, Ben Marks, Landy Fuqua, Jon Dougherty, Lindsay Frilling, David Parrish, AJ Douglas, Brad Hurley, Justin Crice

Staff and Contractors Attending in-person: Jennifer Bane, Laura Speer, Erica Nance (OSO)

Staff and Contractors Attending via Zoom: Lana Burchfiel, Gina Johnson, Connie Stewart (CSP), James Starnes (OSO)

Guests Attending in-person: Gina Abbott; **Guests Attending via Zoom:** JD Cantu (pending board member)

Review and Approval of Minutes of 10/25/22 Meeting: Ben Marks called the meeting to order and asked for comments regarding the prior meeting's minutes.

- **MOTION:** Brad Hurley moved to approve the 10/25/22 minutes as presented and Justin Crice seconded the motion. All were in favor and the motion carried.

Talent Pipelines & Special Populations Updates: Jennifer Bane, Executive Director, presented the attached Talent Pipelines report detailing career exploration and talent pipelines efforts and programs. Staff are currently working with Amteck on outreach for the next REAP pre-apprenticeship program. High schools will have the opportunity to Amteck so students can experience firsthand what being an electrician is like. A new grant to serve Justice-Involved Individuals (JIIs) has also been received.

- **Youth Services Report:** Connie Stewart, CSP Executive Director, provided an update on youth services. Enrollments have been steady and additional funding was requested and received. Lake and Gibson counties' high schools continue to refer several students for the youth work experience program.
- **Youth Participant/Parent Report:** The scheduled speaker was unable to attend, so Connie provided an update on James Deaton, an Adult Education Hi-Set student co-enrolled in a Work Experience position at the Benton County Farmer's Co-op. He has since earned his HiSet and been hired by the worksite. Another work experience participant, co-enrolled with Vocational Rehabilitation, has also been hired at their worksite, Discovery Park.
- **Adult Education (AE) Report:** AJ Douglas, NW TN AE Program Director, provided an update on services in NW and Madison County. Classes are taking place in most jails and the Day Reporting Center (DRC), and will hopefully be added to parole offices soon, in addition to public classes. They are looking to hire a part-time instructor in Madison County to teach ESL classes, and are starting an ESL class in Martin. A full-time Career Coach works with students to bridge the gap between graduation and postsecondary education or workforce, including financial literacy classes and FAFSA assistance. AE is looking to enter in more workplaces. There is currently an AE class in Tyson (Union City), and the goal is to be in a workplace in every county. The total current number of enrollees is 200.
- **Vocational Rehabilitation (VR) Report:** David Parrish, CTWC West Area Manager, showed a video featuring Hayes Otel, explaining how the work-based training is changing and how vocational rehabilitation is changing their focus. This past year has resulted in several changes for the Community Tennessee Rehabilitation Centers. Although this name is still accurate legally, on 1/1/23 VR began to recognize certain staff as the Community Services Unit. These are the staff that are currently preparing VR customers for employment on an individual basis by providing career readiness, pre-vocational, pre-employment and job support services. VR has gone from facility-based services to providing services in the community whenever possible, and has made a concerted effort over the past year to provide work-based learning opportunities in the community. In 2022, 22 customers were served through work-based learning. Of those, 9 were co-enrolled with Title I and 7 have been hired.

Special Grants & Projects Updates: Jennifer Bane presented the attached report detailing cumulative services and expenditures through December under the National Dislocated Worker Grant (DWG), RESEA grant, Apprenticeship Grant, SNAP E&T 50+ Technical Assistance project, and the Rural Public Health Workforce Training Grant. RESEA funding has been greatly decreased and contracted staff is focused only on Benton and Weakley Counties due to the lower funding. Other counties are being served by state staff in the comprehensive AJCs. We are working with UT Extension offices to do surveys for the SNAP 50+ Project. Individuals can get a \$35 gift card for completing a survey.

Eligible Training Provider List (ETPL) Programs

- **New Program: TCAT Paris, Criminal Justice—Corrections Officer:** Laura Speer presented the attached handout outlining the program details as well as the related labor market information. Staff recommended approving this program.
 - **MOTION: Brad Hurley moved to approve the TCAT Paris Criminal Justice—Corrections Officer program as presented on the attached handout and Ronnie Gunnels seconded the motion. All were in favor and the motion carried.**
- **ETPL Program Renewals:** Laura reviewed the attached handout detailing the programs due for renewal, related performance information, and related labor market information. We still have issues collecting data as noted at the bottom of the handout. The Certified Production Technician (CPT) programs showing low performance are the programs being offered within county jails. Staff recommend all programs remain on the list.
 - **MOTION: Ronnie Gunnels moved to renew the ETPL programs as presented on the attached handout and Landy Fuqua seconded the motion. All were in favor and the motion carried.**

Other Business: Jennifer Bane informed the group that a staff person from Workforce Services will be making a presentation at the next board meeting regarding the strategic and tactical roles of local boards. Jennifer requested feedback from committee members on enhancing strategy and it was suggested that local rather than state priorities drive strategy. Jon Dougherty noted efforts to increase participation in the REAP program and asked for any suggestions on enrollment strategies. Jennifer also noted that we are in need of a new Labor Union Representative on the Board.

Future Meeting Dates & Upcoming Events: Jennifer Bane reviewed the information listed on the attached agenda.

Respectfully submitted,

Lana Burchfiel, Public Information Specialist

Talent Pipelines

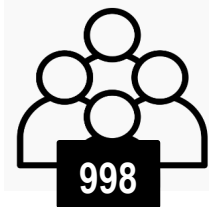
Manufacturing Day



High Schools
Participating

Students
Participating

Employers
Participating



TRANSFR Virtual Reality Headsets

10
High Schools
Participating

471
Students
Participating (Goal 225)

513
Simulations Completed



Youth Work Experience



43

New Enrollments

42

Worksites

5

Incentive Enrollments

Registered Electrical Apprenticeship Preparation (REAP)



4

ENROLLED



3

COMPLETED
CLASSROOM TRAINING



1

EMPLOYED
WITH AMTECK



3

EMPLOYED



1

UNEMPLOYED

Justice Involved Individuals

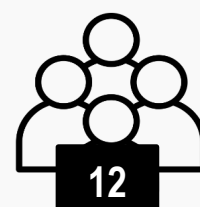
1/40
Individual Served

\$9,425/\$72,000
Expended



High Schools
Participating

Students
Participating



Special Grants & Projects

National Dislocated Worker Grant



Reemployment Services and Eligibility Assessments (RESEA)



\$46,457 / \$68,797
Expended

Approaching Target

71
New
Orientations

94
Subsequent
Visits

Apprenticeship USA Grant



26 / 33
Apprentices

Approaching Target



\$62,500 / \$81,821
Expended

Approaching Target

SNAP Employment & Training 50+ Technical Assistance Project

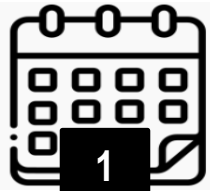
New Enrollments 7 / 10

Enrolled in Training 3 / 4

Completed Training 0 / 1

Rural Public Health Workforce Training Network Grant

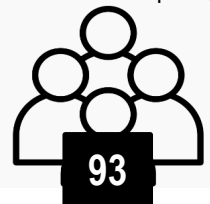
Events Held



High Schools Participating



Students Participating



Expended



Members of the West Tennessee Public Health Workforce Training Network include Baptist Memorial Hospitals in Union City and Huntingdon; Dyersburg State Community College; Jackson State Community College; Priority Ambulance; and the Northwest Tennessee Workforce Board.

Upcoming Projects:

- 1 GROWWTH:
Growing Relational & Occupational Wealth in West TN Households (TANF Pilot)
- 2 OPPORTUNITY NOW!
EDA Good Jobs Challenge



4.0% ▲

Unemployment Rate
(Feb 2023)