

Northwest TN Workforce Board, Inc.
Board of Directors Meeting
Monday, June 8, 2020 – 9:00 am

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Meeting ID: 847 9721 2724

Password: 862102

Minutes

Members Present: Jimmy Williamson, Ted Piazza, Mayor Gary Reasons

Staff Present: Jennifer Bane, Ginger Powell, Gina Johnson, LeAnn Lundberg, Laura Speer

Welcome and Call to Order

Jimmy Williamson, President, welcomed everyone to the meeting, confirmed a quorum was present, and began the meeting.

Selection of a Provider of Security Services

Jennifer Bane reviewed the request for funds to procure security services as directed by the Tennessee Department of Labor of Workforce Development. Services are anticipated to begin by June 15, 2020, pending the availability of security staff, and last 11 weeks, through the last full week of August. The notice was posted on our website and Facebook pages, and four quotes for armed security services were received. Jennifer reviewed the cost included on each quote and recommended that we go with the lowest quote from Securitas. If any issues arrive with Securitas' ability to provide services at a location, it was recommended that services be sought from the next lowest bidder, Maxx Guard.

Motion: Mayor Reasons moved to approve Securitas as the provider of security services with Maxx Guard approved as a back-up provider if needed. Ted Piazza seconded the motion. All were in favor and the motion carried.

Annual Leave Policy Change

Jennifer presented a proposed change to the annual leave policy, as outlined in red in the attachment, to allow for up to 315 hours of annual leave to be carried over each year instead of the current 180 hours. The change also includes eliminating the payout of up to 90 hours over the 180 allowed to be carried over each year, which has added about \$25,000 in costs to our budget each year. Ted stated that an additional sentence referencing the payout be removed from the policy as well. The change would be effective July 1, 2020 to allow for the payout this year.

Motion: Ted Piazza moved to approve the change in the annual leave policy as presented with the addition of removing the sentence referencing the payout. Mayor Reasons seconded the motion. All were in favor and the motion carried.

With no other business, the meeting was adjourned.

Respectfully submitted,

Jennifer Bane
Executive Director