

Date Certified to Serve	Board Member Name	County Member Represents	Board Member Employer, Organization
6/3/2019	Rita Alexander	Gibson	Gibson Electric Membership Corp
1/24/2023	Janet James	Henry	Henry County Medical Center
6/3/2019	John G. Castellaw	Crockett	Farmspace Systems LLC
6/3/2019	R. Keith Cursey	Weakley	Stanley, Black & Decker
6/3/2019	Brad Hurley	Carroll	Carroll County Trophies
9/13/2019	Randy S. Shannon	Benton	Shannon Office of Law
7/12/2023	Ben Marks	Benton	Marks Farms
6/3/2019	Kristy Mercer	Gibson	Ceco Door
6/3/2019	Ted Piazza --VICE CHAIR--	Gibson	Rack - IT Industries
1/14/2022	Kelly Buffington	Henry	Four Seasons Sales and Service
2/27/2023	JD (Jason) Cantu	Lake	Fast Pace Health/Reelfoot Family Walk-In Clinic
6/3/2019	Jimmy Williamson -- BOARD CHAIR --	Dyer	Aztec Pest Control
11/15/2022	Lori Burdine	Dyer	ERMCO Inc.
10/29/2019	William Eddie White	Henry	United Auto Workers Local 9025
6/3/2019	Jon Dougherty	Dyer	Amteck
2/4/2020	Amy McDonald	Dyer	Tennessee Homeless Solutions
10/30/2018	Lindsay Frilling	Obion	Union City Boys and Girls Club
3/28/2022	AJ Douglas	Weakley	Weakley County Schools
6/3/2019	Landy Fuqua	Weakley	University of TN at Martin Reed Center
1/29/2021	Melinda Goode	Weakley	Northwest Tennessee HRA
2/16/2022	Randa Hardin	Crockett	Crockett County Chamber of Commerce
10/30/2018	Kristie Bennett	Carroll	Tennessee Department of Labor and Workforce Development
10/30/2018	David Parrish	Henry	Tennessee Department of Human Services
2/27/2023	Paul Murphy Jr.	Carroll	USW Local 8915
12/2/2020	Willie Huffman	Carroll	TCAT Paris
5/4/2021	Monica Heath	Carroll	McKenzie Chamber of Commerce and Industry
11/18/2021	Sam Sinclair	Obion	Excel Boats

**Joint Northwest & Southwest Tennessee Workforce Board
Strategic Planning & Partnership Meeting
August 23, 2022 –11:30 am
JSCC McWherter Center, 2046 N. Parkway, Jackson, TN**

Minutes

NW Board Members Attending in Person: Jimmy Williamson, Kelly Buffington, Monica Heath, Kristie Bennett, Kristy Mercer, Brad Hurley, David Parrish, Randa Hardin **Via Zoom:** Lindsay Frilling, A.J. Douglas, Jon Dougherty, Lana Hammons, Melinda Goode, Rita Alexander, Landy Fuqua, Amy McDonald

NW Local Elected Officials Attending via Zoom: Mayors Gary Reasons

NW Committee Members Attending in Person: Mark Chandler, Sherry Fowler, Janna Hellums; **Via Zoom:** Ronnie Gunnels

SW Board Members Attending in Person: Stewart Stanfill, Holly Wood, Donna Criswell, David Johnson, Tim Ferguson, Gem Bell, Joe Stephens, **Via Zoom:** Dr. George Pimentel, Dawn Bramblett, Mandy White, Adren Crawford,

Pending SW Members Attending in Person: Linda Beaulieu; **Via Zoom:** Clint Reed

Staff and Contractors Attending in Person: Lucy Locke, Kena Hamm, Jennifer Bane, Lana Wood, Terry Williams, Gina Johnson, Maleia Evans, Derrick Quinn, Asia Tatum, LeAnn Lundberg, Laura Speer, Ginger Powell, Connie Stewart (NW CSP), Erica Nance (NW OSO), Ariel McGahey (SW OSO), Aneadra Pearson (SW CSP), Shellonda Rucker (SW CSP); **Via Zoom:** Lana Burchfiel, James Starnes (NW OSO), Charles Botts (SW OSO), Dr. Scott Cook (NW CSP)

Guests Attending in person: TDLWD – James Roberson, Justin Attkisson, Gina Abbott, Benny Roberts, Sam Shamblin, Carol Maness, Shalondria Shaw, Sabra Bledsoe, Marsheka Dunn (OOR); Andrea Leavy (VR), Tracey Exum (TNECD), Ayisha Fryer (Hitachi Energy), Tracy Robinson (U of M), Dr. Richard Irwin (U of M); **Via Zoom:** Angela Hollingsworth (Adult Education), Kyla Guyette (Greater Memphis)

Welcome: Jimmy Williamson (NWTNWB Chair) and Gem Bell (SWTNWB Vice-Chair) welcomed all members and guests to the meeting and acknowledged special guests attending.

Partner Presentations:

GROWWTH: Dr. Richard L. Irwin, Executive Dean, University of Memphis Global & Academic Innovation, College of Professional & Liberal Studies, Center for Regional Economic Enrichment gave an overview on the Growing Relational and Generational Wealth for West Tennessee Households (GROWWTH). Dr. Irwin explained that this program seeks to help 2,500 low-income individuals in West TN by housing the program in the approximately 100 sites in the region, such as the American Job Centers. The program is to launch to the public in 2023, and will serve those 94% of unemployed individuals who have barriers such as transportation issues, children under age 18, and childcare issues keeping them from working. The Three-Week Readiness Academy will include three paths (job, short-term credential training, and microbusiness/self-employed.) Dr. Irwin also mentioned the Employer Readiness Training to educate employers how to best help these individuals. Ways to help included volunteering as a host site, recruitment, donating equipment, and assisting with employer readiness training. More information is available at www.memphis.edu/cree.

Regional Strategic Planning & Partnership: James Roberson, Assistant Administrator, Workforce Services Office of Workforce Strategy and Operations, TDLWD talked about the advantages of Northwest and Southwest's partnership, remarking that as the first partnership between regions in Tennessee, we are the forerunners. Goal is to provide a menu of services that is the same across regions, as well as save money on staff in this trend of diminishing funding. He explained the partnership as NWTNWB being the fiscal agent for both Northwest and Southwest regions, while still maintaining separate funding. The benefit of one fiscal agent also helps with sharing of best practices, delivering more services over a larger region as two boards working with more employers, where they receive the same treatment no matter in which region they reside. Other benefits of the partnership relating to the goal toward cohesiveness is the alignment of policies and practices. Future goals are to look at meeting people where they are by use of access points, Mobile AJC, Virtual AJC, etc., as well as aligning OSOs. He closed by mentioning the focus of the upcoming West TN Regional Convening as, "Internal Service Alignment."

Opportunity Now! (ON!): Kyla Guyette, President, Workforce Midsouth, Inc., provided an overview of the Opportunity Now! Initiative funded through the American Rescue Plan Good Jobs Challenge Award by the U.S. Economic Development Administration (EDA). Led by the Mid-South Center for Occupational Innovation (MCOI), and designed to create economic mobility for adult and youth learners in the mid-south, ON! and the MCOI will establish three Accelerated Skills training Centers serving East Arkansas, North Mississippi, and West Tennessee. This three-phase program starts September 1st, and includes System Development, Program Design, and two years of Implementation. The program aims to be a model for accelerated learning for programs of study across the targeted sectors of Construction, Manufacturing, and Logistics.

Northwest TN Workforce Board Business Meeting

Call to Order & Acknowledge Quorum/Conflict of Interest: Jimmy Williamson called the business meeting to order, acknowledged that a quorum was present, and reminded members to abstain from discussion and voting in the event of a conflict of interest.

Approval of Minutes: The minutes of the 5/17/22 Board meeting were presented for review.

- **MOTION: A motion to approve the 5/17/22 Board minutes as presented was made by Brad Hurley and seconded by Randa Hardin. All were in favor and the motion carried.**

Presentation of the 2021-2022 Annual Report: Jennifer Bane reviewed the attached Annual Report for 2021-2022 noting accomplishments, success stories, and service levels over the year. Jennifer thanked the Mayors, Board Members, and staff.

Meeting Reports: All committee reports were provided to the Board ahead of time and are included in the attached handouts. No voting was required.

Other Business & Updates: Jennifer Bane noted that an updated organizational chart is included in the handouts including the SW staff who transitioned to the new fiscal agent / staff to the board, and recently filled new positions.

Future Meeting Dates & Upcoming Events: Upcoming meeting dates and events were listed on the agenda included in the handouts.

Southwest TN Workforce Board Business Meeting

Call to Order & Acknowledge Quorum/Conflict of Interest: SWTNWB Vice-Chair, Gem Bell, called the business meeting to order, acknowledged that a quorum was present, and reminded members to abstain from discussion and voting in the event of a conflict of interest.

Approval of Minutes: The minutes of the 6/28/22 Board meeting were presented for review.

- **MOTION: A motion to approve the 6/28/22 Board minutes as presented was made by Joe Stephens and seconded by David Johnson. All were in favor and the motion carried.**

Meeting Reports

Executive Committee Meeting Report (August 10th):

- **New AJC Locations & Schedule Changes:** The committee recommended approval of the proposed new AJC locations and schedule changes as listed in the attached materials provided to the board ahead of the meeting. The change in schedule for the Chester and McNairy County AJCs aligns all Specialized AJC schedules to Monday – Wednesday. Estimated savings are also noted on the handout.
 - **MOTION: A motion to approve the AJC locations and schedule changes as presented was made by David Johnson and seconded by Joe Stephens. All were in favor and the motion carried.**
- **Eligible Training Provider List Program (ETPL) Consideration:** Complete Dental Care requested two additional programs (Coronal Polishing and Dental Sealants) be added to the ETPL. The Dental Assistant Program is already listed on the approved ETPL. After a review of job openings in the area, it was noted

that neither of these programs appears to be required for Dental Assistant positions. Therefore, it does not meet the WIOA requirements to be included on the ETPL, and the committee recommended that neither of these programs be approved for the ETPL.

- **MOTION: A motion to not approve the new programs was made by Joe Stephens and seconded by David Johnson. All were in favor and the motion carried.**
- Policy Changes: NW and SW policies are being reviewed for regional alignment when possible. Changes to the below policies are listed in the attached summary and noted in black (NW language) and red (new language) in the attached policies, with existing SW language noted in green:
 - Grievance & Complaint Policy
 - Training Provider Approval Policy
 - Individual Training Account (ITA) Policy
 - Priority of Services Policy
 - Work-Based Training Policy
- **MOTION: A motion to approve the policy changes as presented was made by Joe Stephens and seconded by Holly Wood. All were in favor and the motion carried.**

Consortium of Chief Local Elected Officials Meeting (June 28th): Report Included in the handouts, no vote required.

American Job Center Updates: Ariel McGahey (OSO) presented the Program Year 21 Q4 and Annual Results included in the attached handouts.

Other Business & Update: Jennifer Bane announced that Ariel McGahey and Holly Wood would begin as the SW Business Services Representatives on August 24, 2022.

Future Meeting Dates & Upcoming Events: Upcoming meeting dates and events were listed on the agenda included in the handouts.

Respectfully submitted,

Lana Burchfiel
Public Information Specialist

**Joint Northwest and Southwest Workforce Board
Strategic Planning and Partnership Meeting
August 22, 2023 – 10:30 am
Agenda**

Greater Jackson Chamber
197 Auditorium Street
Jackson, TN

[Join Zoom Meeting](#)
Meeting ID: 827 3178 4704
Passcode: 497839

Welcome & Recognition of Guests

Board Chairs & CLEOs

Jimmy Williamson, NW Board Chair, and Henry County Mayor John Penn Ridgeway, CLEO
Ben Ferguson, SW Board Chair, and Decatur County Mayor Mike Creasy, CLEO

United Way of West Tennessee Presentation

Matt Marshall, President / CEO

Lunch - Thank you to United Way of West Tennessee for providing lunch!

Presentation of the 2022-2023 Annual Reports

Board & Contractor Staff

Northwest Tennessee Workforce Board Annual Meeting

Business Meeting - Call to Order & Acknowledge Quorum/Conflict of Interest

Jimmy Williamson
Chair, NWTNWB

Approval of Minutes of May 23, 2023 Meeting (Vote Required)

Committee Reports

Included in the Handouts

- Outreach & Opportunities Committee Action Items

Ben Marks, Committee Chair

- Eligible Training Provider List (ETPL) Program Renewals **(Vote Required)**
 - ETPL New Program Applications – TCAT Northwest **(Vote Required)**

Other Business & Updates

Opportunity for Public Comment

Southwest Tennessee Workforce Board Annual Meeting

Business Meeting - Call to Order & Acknowledge Quorum/Conflict of Interest

Ben Ferguson
Chair, SWTNWB

Approval of Minutes of June 1, 2023 Meeting (Vote Required)

Committee Reports

Included in the Handouts

- Outreach & Opportunities Committee Action Items

Joe Stephens, Committee Chair

- Eligible Training Provider List (ETPL) Program Renewals **(Vote Required)**
 - ETPL New Program Application – TCAT Crump **(Vote Required)**

- Executive Committee Action Items

Gem Bell, Committee Chair

- Jackson AJC Lease Procurement **(Vote Required)**

Other Business & Updates

Opportunity for Public Comment

Future Meeting Dates & Upcoming Events

<i>Meeting / Event</i>	<i>Date and Time</i>	<i>Location</i>
State Board Meeting	August 25 th , 8:30 am – 12:00 pm	Nashville / YouTube
Northwest Reentry Simulation	August 29 th , 9:30 am – 12:00 pm	Martin Public Library
Virtually Speaking Webinar - Strengthening Your Talent Pipeline using the GROWWTH Program Graduates	September 7 th , 9:00 am	Zoom
West Tennessee Regional Planning Council Meeting	September 12 th , 10:00 am	TBD
Northwest Board Meeting	November 28 th	TBD / Zoom
Southwest Board Meeting	December 7 th	TBD / Zoom

Northwest Tennessee Workforce Board

May 23, 2023—10:00 am

NW Development District / HRA, 124 Weldon Drive, Martin, TN / Zoom

Minutes

Board Members Attending in Person: Jimmy Williamson, Ted Piazza, Paul Murphy, Jr., Monica Heath, Ben Marks, Landy Fuqua, Melinda Goode, Lori Burdine, David Parrish, JD Cantu, Jon Dougherty, A.J. Douglas, Kelly Buffington, Kristie Bennett, Brad Hurley; **Via Zoom:** Janet James, Kristy Mercer, Keith Cursey

Local Elected Officials Attending: Mayor John Penn Ridgeway **via Zoom:** Mayor Joseph Butler

Committee Members Attending in Person: Justin Crice, Sherry Fowler; **Via Zoom:** Ronnie Gunnels, Tessa Kyle;

Staff and Contractors Attending in Person: Jennifer Bane, LeAnn Lundberg, Erica Nance (OSO), Jeannie Mathis (CSP), Dr. Scott Cook (CSP); **Via Zoom:** Lana Burchfiel, Ginger Powell, Laura Speer, Derrick Quinn, Catherine VanDyke, James Starnes (OSO)

Other Guests Attending in person: Shalondria Shaw; **Via Zoom:** Rachel Rogers

Welcome/Business Meeting: Jimmy Williamson welcomed all members and guests to the meeting. He then called the business meeting to order, acknowledged that a quorum was present, and reminded members to abstain from discussion and voting in the event of a conflict of interest.

Approval of Minutes: The minutes of the 2/28/23 Board meeting were presented for review.

- **MOTION: A motion to approve the 2/28/23 Board minutes as presented was made by Mayor Ridgeway and seconded by Ted Piazza. All were in favor and the motion carried.**

Committee Reports and Action Items: All committee reports were provided to the Board ahead of time and are included in the attached handouts.

American Job Center (AJC) Committee Report: Lori Burdine provided an overview of the attached report of the meeting on 4/25/23 and the related dashboards. The below policy changes were presented for discussion and questions prior to voting:

- **Conflict of Interest Policy:** A change of definition of “family member” per state policy.
- **Work-Based Training Policy:** A note was added to the Incumbent Worker Training (IWT) section regarding the required percentage of trainees. This has been the standard practice but has not officially been in the policy. A section has been added for pre-apprenticeship funding as a formal policy has not been in place. The proposed policy primarily matches the same process used for IWT contracts, but also includes the requirement that programs be certified by the TN Office of Apprenticeship. The Work-Experience for Adults and Dislocated Workers section was amended to allow all age ranges, not just youth-aged, to participate in Work Experience under special grants, such as National Dislocated Worker Grants. Formula funds would still be reserved for youth-aged participants.
- **MOTION: A motion to approve the changes to the Work-Based Training Policy as presented was made by Mayor Ridgeway and seconded by Landy Fuqua. All were in favor and the motion carried.**

Outreach and Opportunity Committee Report: Ben Marks provided an overview of the attached report of the meeting on 4/25/23 and the related dashboards. Jennifer Bane noted that Manufacturing Day participation numbers are down due to more in-person events. We reach more with virtual, but in-person is more desirable. There were no action items.

Executive Committee Report: Ted Piazza provided an overview of the attached report of the meeting on 4/26/23 and the related dashboards. The below items were presented for discussion and questions prior to voting:

- **Program Year (PY) 2023 Budget:** Formula allocations are down nearly \$217,000, but about \$683,000 is being added to the budget with the TANF/GROWWITH grant. Only about \$513,000 will be available for participants, which would result in only a 32% minimum participant cost rate (MPCR). An additional \$229,000 in participant funding would need to be requested to reach a 40% MPCR.
- **MOTION: A motion to approve the PY 2023 budget as presented was made by Mayor Ridgeway and seconded by David Parrish. All were in favor and the motion carried.**

- One-Stop Operator Selection: Two bids were received for both NW and SW from Mid-Cumberland Human Resource Agency (MCHRA) and the University of Tennessee Center for Industrial Services (UT CIS). MCHRA had an average score among the three TPMA reviewers that was 5.03 points higher than the UT CIS average score and was recommended to be the OSO contractor.
 - **MOTION: A motion to select MCHRA as the One-Stop Operator as presented was made by Kelly Buffington and seconded by Ben Marks. All were in favor and the motion carried.**
- Revision to the Bylaws: Proposed changes are indicated in red in the attached handout. The majority of changes included updates and additional details to describe processes as required in the State's revised Local Governance policy. The majority definition for private-sector representatives was changed to "defined as the greater sum of the whole (largest percentage)" to match the State's policy, but it is recommended that 51% still be the goal. The requirements for the Vice-Chair for the AJC and Outreach & Opportunities Committee and the Regional Representative for the Board of Directors were updated to include representatives of a labor organization, apprenticeship program, or economic and community development entity in addition to a private business in order to expand those eligible to serve.
 - **MOTION: A motion to approve revisions to the bylaws as presented was made by Kelly Buffington and seconded by Kristie Bennett. All were in favor and the motion carried.**
- Partnership Agreement Rescission: The State's revised Local Governance policy removes the requirement to have a separate partnership agreement between the mayors and board as the majority of items are already covered in the Bylaws and Interlocal Agreement.
 - **MOTION: A motion to rescind the Partnership Agreement as presented was made by Lori Burdine and seconded by Landy Fuqua. All were in favor and the motion carried.**

Other Business and Updates:

- New Eligible Training Provider List (ETPL) Programs: Dyersburg State Community College submitted two new programs for the ETPL - Basic Emergency Medical Technician (EMT) and Advanced EMT Certificates. Both certificates are embedded in the currently approved Associate Degree program. Each certificate takes one semester / 16 credit-hours to complete. It was noted that programs are open to anyone, not only residents of certain counties.
 - **MOTION: A motion to approve the Basic and Advanced EMT programs as presented was made by Ted Piazza and seconded by Mayor Ridgeway. All were in favor and the motion carried.**
- Other: Jennifer Bane informed the group that funding is being received for a Summer Youth Employment Program (SYEP). The majority of funding will be effective 7/1/23 and is state funding, so the eligibility requirements are much less restrictive than the typical WIOA requirements. Additional information will be shared soon.

Strategic Discussions: Jennifer Bane reviewed the attached PowerPoint outlining the results of the survey regarding labor force participation rates (LFPR). The survey was shared with Board members, Mayors, partners, chambers, and other employers and 89 responses were received. Meeting attendees then divided into small groups to discuss possible solutions for the top ten barriers to increasing LFPRs as identified by survey respondents. Afterwards each group provided a brief summary of their discussion and several action items were identified for further consideration:

- Group 1 – Fear of losing public assistance benefits; Lack of work experience: Increase sharing of success stories within the AJCs and on social media to highlight customers' accomplishments and allow funding to be used for career advancement in addition to entry-level jobs.
- Group 2 – Desiring higher wages reducing interest in low-paying jobs; Transportation: Define what is considered a low wage, possibly utilizing ALICE data, provide transportation stipends and possibly other supportive services for up to a year for those in low wage positions, research benefits cliffs to assist customers with identifying when higher wages may impact benefits.
- Group 3 – Fewer people of working age looking for employment; Justice-Involvement: Offer additional training and assistance for human resources professionals, such as use of alternate work schedules and scaled benefit packages, promoting childcare assistance and pathways, and increasing number of short-term credentials.

- Group 4 – Substance abuse; Increased dependent care needs: Expand partnerships with organizations serving this population and try to streamline processes between organizations, provide education and resources to families, partnering with Small Business Development Centers and Department of Human Services to assist existing and new owners of childcare businesses, and work with other agencies, such as TN Economic & Community Development (ECD) to connect owners with funding opportunities.
- Group 5 – Higher UI benefits; Higher pace of retirements due to an aging population: Focus on succession planning and possibly having retirees working part-time schedules.

It was also noted that a similar survey geared towards individuals would be beneficial to better understanding the barriers they face for entering and retaining employment. The importance of working with other agencies and partners was also noted as the Board and its staff do not have the resources or capacity to address all issues on their own. Jennifer Bane asked for anyone who is interested in serving on a LFPR taskforce to please let her know.

Future Meeting Dates & Upcoming Events: Upcoming meeting dates and events were listed on the agenda included in the handouts were reviewed.

Respectfully submitted,

Lana Burchfiel
Public Information Specialist

American Job Services (AJC) Committee Report – Rita Alexander, Chair/ Lori Burdine, Vice Chair

The AJC Committee met on July 25th with eight members along with staff and contractors participating.

American Job Center Services Report: One-Stop Operator (OSO), Erica Nance, presented the AJC Services Report for April – June 2023 which details AJC traffic counts, visit reasons, and customer survey results, and estimated results for the quarterly Key Performance Indicator (KPI) goals. Erica also reported that three more Access Point locations have been identified. She is offering training to the staff at the new locations and will be working on offering more events with the access points in the new program year.

Workforce Services Report: Erica Nance, on behalf of Gina Abbott, TN Dept. of Labor & Workforce Development (TDLWD) Workforce Services Assistant Director for West TN, also gave a report on activities of the Workforce Services division of the TDLWD. The Justice-Involved Unit has released a new series of YouTube messages to educate the public on various topics. These can be found on the TDLWD's YouTube page. Staff are also working to increase co-enrollments with Adult Education and SNAP E&T, which can assist with childcare and transportation. There was a statewide TAA training July 19-21, 2023, in Nashville for Team Leads and field Staff. The Northwest Hospitality & Tourism Taskforce held its first listening session at Discovery Park of America in Union City on June 22nd. Kristie Bennett has been promoted to Senior Director for the Workforce Solutions Outreach & Partnership Unit. She will remain the Blue Oval City Project Lead for the TDLWD but a new Regional Director for the Northwest area will be hired.

Career & Training Services Report: Connie Stewart presented the attached Career and Training Services Report detailing cumulative enrollments as of June, percentage of priority Adult enrollments, a breakdown of Individual Training Account (ITA) enrollments by sector and provider, and total ITA investments by provider for all participants this program year. Priority Adult numbers are still low as expected. The majority, 52%, of new enrollments are still at TCATs, but the majority of funding, 53%, is spent at private providers since they don't usually qualify for other scholarships, and we pay the majority of the costs.

- Summer Youth Employment Program (SYEP): Connie also reported there have been about 25 youth enrolled so far towards the goal of 100. Each youth can be approved for \$3,200 including taxes/benefits. Participants have been placed in a wide variety of worksites and Connie expects that when school starts, she will see greater interest and quickly fill the 75 remaining spots.

Business Services Report: Ginger Powell, Deputy Director, presented the attached Business Services Report detailing the cumulative On-the-Job Training (OJT) contracts and enrollments as of June, the completion rate, and the breakdown of number trained by sector. Virtually Speaking webinars held were noted and recordings are available on the website. The next webinar is scheduled for September and will likely address tax benefit programs. Incumbent Worker Training (IWT) funding has been fully expended across 16 contracts with 331 individuals trained. A small amount of IWT money was remaining due to de-obligations so permission was received from the TDLWD to repurpose the funds for OJT and pre-apprenticeship expenses.

American Job Center Services

Customer Visits

Carroll 1363

Dyer 588

Weakley 109

2,060
Visitors Received
PY22 Q4

6,496
Visitors to Date
PY22

AmericanJobCenter
TENNESSEE

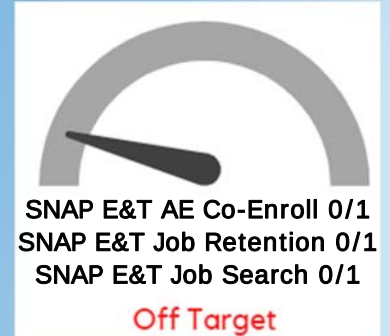
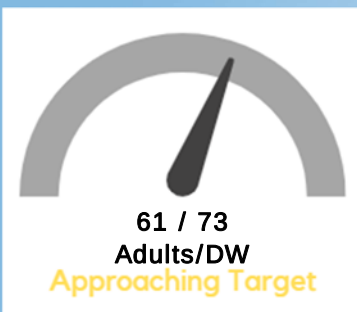


TOP 5 REASONS FOR VISIT

1. Job Search/Resource Room
2. Networking Events
3. Unemployment
4. Title I Career Coaching
5. Job Search Assistance

3,992 Services Provided

Key Performance Indicator Results



ACCESS POINTS

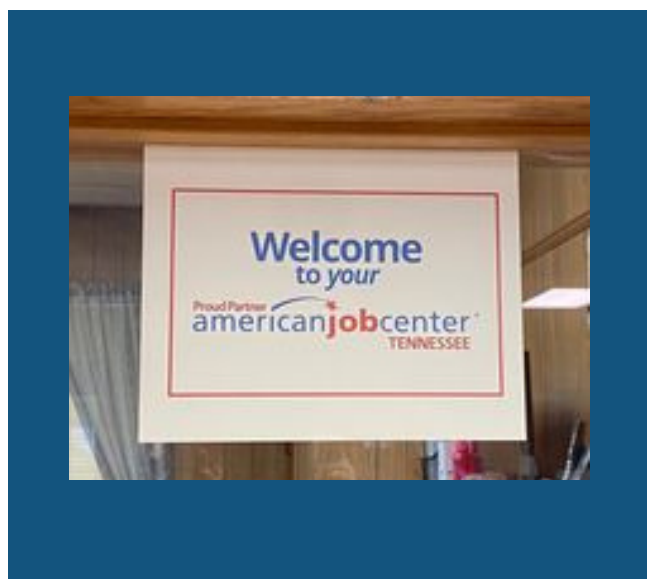


PARTNERSHIP

The American Job Center has identified three more Access Point locations. Two locations will be in Gibson County and one in Henry County. A virtual training will be held in August for the new locations. If your organization would like to become an Access Point and Proud Partner of the American Job Center, please contact One Stop Operator, Erica Nance at (731) 501-1127 or visit your local American Job Center.

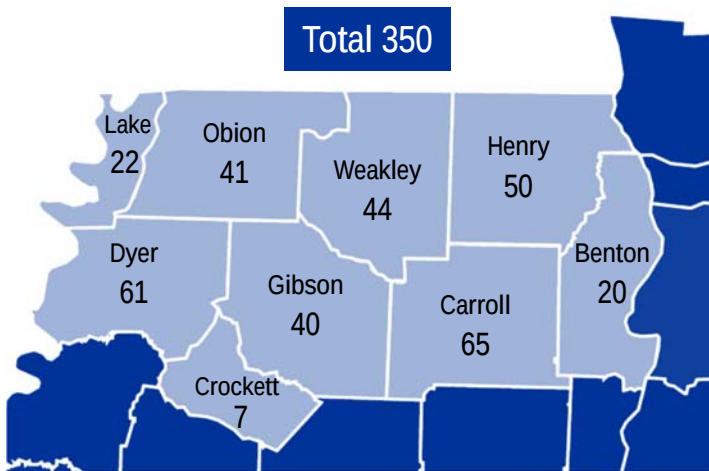
FUTURE ACCESS POINT EVENTS

The American Job Center will be working closely with Access Points to organize AJC events at each Access Point. If you are interested in organizing a job fair, hiring event or workshop, please feel free to contact One Stop Operator Erica Nance .

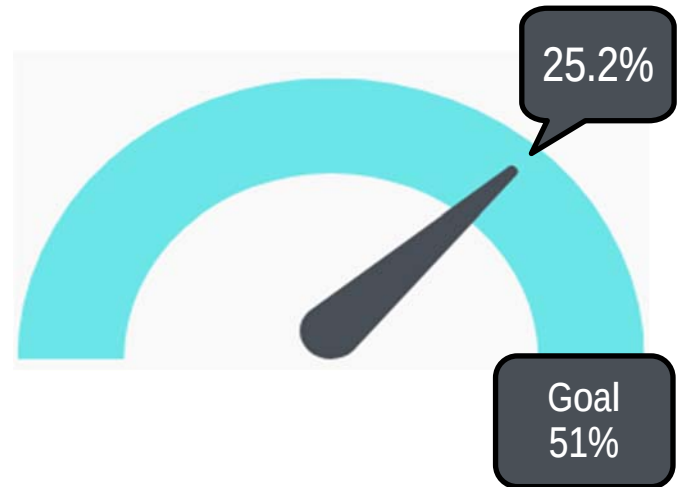


Training Services

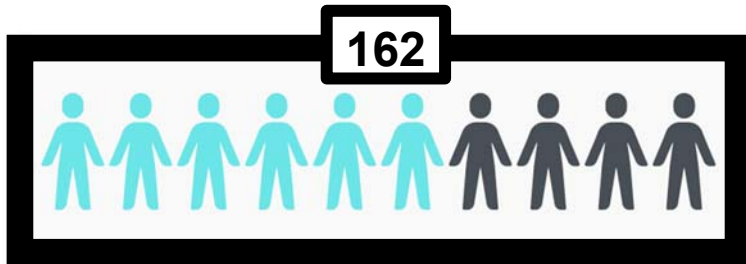
Total Enrollments by County



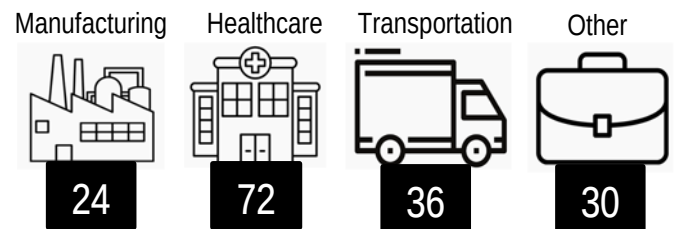
Priority Percentage of New Adult Enrollments



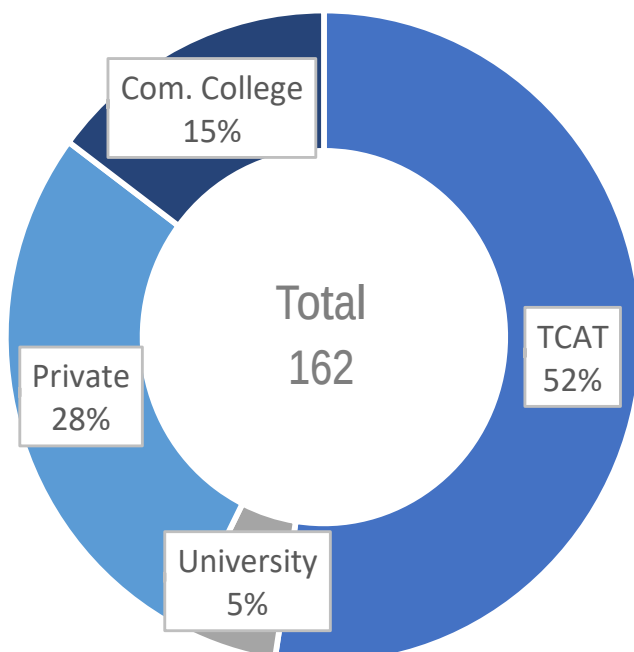
ITA Enrollments



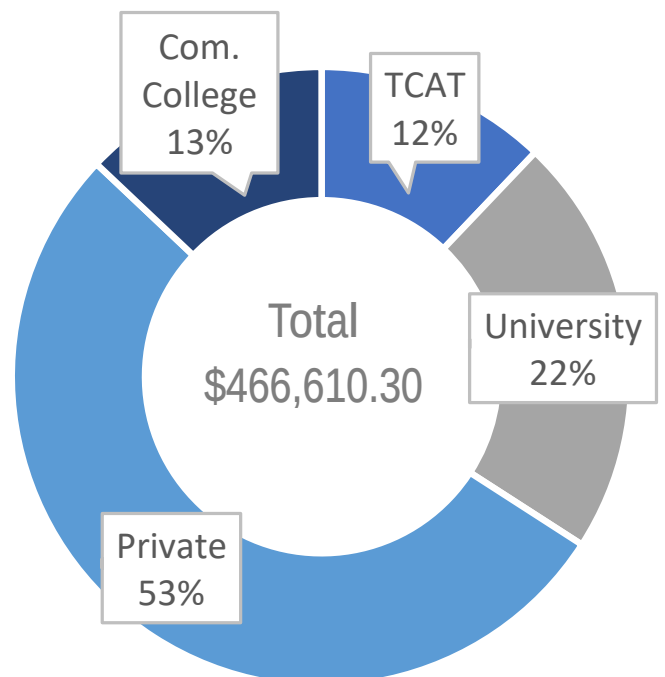
ITAs By Sector



New ITAs By Provider

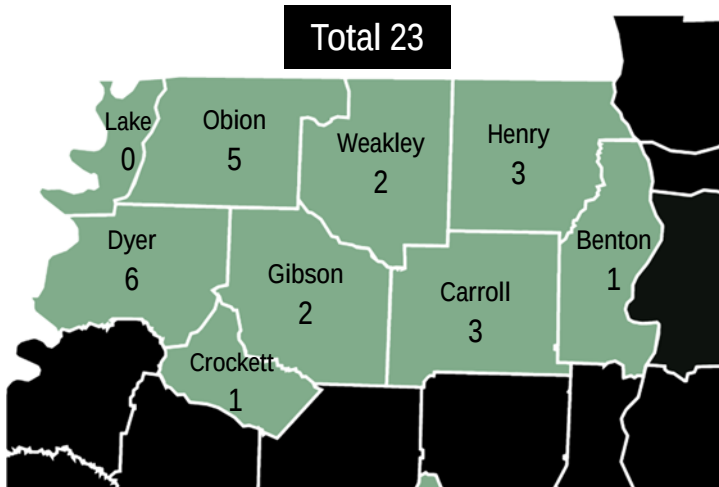


Total ITA Investment by Provider

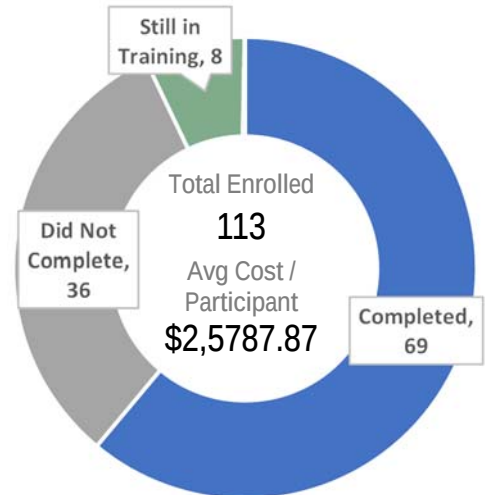


Business Services

OJT Employers by County

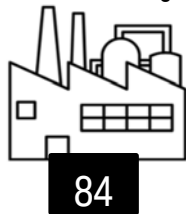


On-the-Job Training Participants



Trained by Sector

Manufacturing



Healthcare



Transportation



Other



Virtually Speaking Webinars



- S Betting on Talent: Maximizing Impact of Employee Engagement
- S Substance Abuse Awareness: Changing the Narrative of Addiction in the Workplace
- S Building Your Workforce through Partnerships in Work-Based Learning
- S Addressing the Childcare Challenge: Solutions to Benefit Your Workforce

All webinars are recorded, and may be found by scanning the QR code, or on our website at <https://nwtjobs.org/employers/virtually-speaking>.



Lightcast

**17 Reports
Produced**



Economy Overviews



Industry Reports



Education Reports



Occupation Reports



**INCUMBENT
WORKER
TRAINING
PROGRAM**

**16
Total Contracts
Awarded**

**331
Proposed
to Train**

**\$254,717.97
Amount of Funding**

Outreach & Opportunities Committee Report – Ben Marks, Chair / Glad Castellaw, Vice Chair

The committee met on July 25th with nine members plus staff, contractors, and one guest participating.

Talent Pipelines Report: Ginger Powell, Deputy Director, presented the attached Talent Pipelines report detailing career exploration and talent pipelines efforts and programs. The REAP program was held in June, and we are pleased that we had a bigger class this year with 10 students, 7 of which completed the class and have become Amteck employees. The Justice-Involved grant wrapped up June 30th. The UT Center for Industrial Services offered 10-day manufacturing bootcamps and OSHA 10 classes in several jails. We have already heard some success stories from these as individuals have been released, gone to work, and received a raise due to having their OSHA 10 credential. We were able to serve a total of 98 individuals with the funds, exceeding our goal of 70. Our jails were happy with the programs, and this is the first time in the last several years we were able to offer classes to the female inmates. Regarding the TRANSFR virtual reality headsets, these are not in much use over summer vacation, but we will have healthcare modules added as of August 1st.

Target Populations Reports:

Youth Services Report: Connie Stewart introduced Work Experience participant, Sammy Thai. Sammy has been working with Connie and her staff in the Dyersburg American Job Center (AJC) and is getting ready to start the pharmacy technician program. She will be the first participant we fund for this six-month Dyersburg State Continuing Education program, which should allow her to get her license at the end of the program. She's also potentially eligible for other programs such as GROWWTH, SNAP, etc., to help with her childcare.

Adult Education (AE) Report: AJ Douglas, NW TN AE Program Director, provided an update on services in NW and Madison County. AE started a new grant cycle July 1. They are hoping to start a program with GRANGES for ESL and HiSet classes and are currently searching for someone to teach ESL (preferably someone bilingual with Spanish). They will also start virtual Saturday classes. Dyer, Crockett, and Lake are now covered by TCAT NW.

Vocational Rehabilitation (VR) Report: Erica Nance gave an update for VR. An event focused on high school students with disabilities and career goals was recently held at the TRC in Paris. There is new VR staff person in the Huntingdon AJC, and most VR staff were able to attend the recent AJC quarterly training.

Special Grants & Projects Report: Jennifer Bane presented the attached report detailing cumulative services and expenditures through June 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. We expended all of our DWG funds in the first two years and were awarded more for a third year. All funds were expended and the enrollment goal exceeded. We recently submitted an application for a QUEST DWG for economic recovery to the State, but the State still has to submit its application to the U.S. Department of Labor. We were a little behind on RESEA expenditures as numbers continue to remain low, but the grant will go through September so funds can be carried over into the first quarter of the new program year. The Rural Public Health grant partnership with Baptist Hospital to promote EMT and respiratory therapist jobs and training has continued with one additional event in the last quarter with four high schools and 143 students participating. The EDA Good Jobs grant has been slow going, and they are now looking at using existing providers instead of developing new training centers for short-term credentials. The original grant didn't allocate funds to us, but we may get staffing and training dollars with the change. The GROWWTH program, the TANF Pilot Project, has only had four enrolled between May and June. Catherine VanDyke, GROWWTH Coordinator, added that they are in a good position with new staff and are really gearing up with outreach programs and getting referrals from these. They are looking at back-to-school events as well.

Eligible Training Provider List (ETPL) Program Renewals: The committee reviewed the attached list of programs due for renewal including corresponding labor market information and performance data. There is still demand for all programs, but there are reporting issues right now affecting our ability to accurately track performance. At this time, we have been advised by TN Department of Labor & Workforce Development staff to not rely on performance information in VOS. The Certified Production Technician (CPT) module programs showing low performance are the programs being offered within county jails which typically see lower performance. There are no other known performance concerns. **The committee recommends the renewal of the ETPL programs as presented on the attached handout (Vote Required – representatives of training providers must abstain).**

ETPL New Program Applications: The committee reviewed the attached applications from TCAT Northwest for two new programs: Criminal Justice—Corrections Officer and Farming Operations Technology. The related labor market information indicates growth and / or a positive number of annual openings for the related occupations. **The committee recommends approval of the new program for addition to the Eligible Training Provider List (Vote Required – representatives of training providers must abstain).**

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



Registered Electrical Apprenticeship Preparation (REAP)



10
ENROLLED



7
COMPLETED
CLASSROOM TRAINING



7
EMPLOYED
WITH AMTECK



7
EMPLOYED



3
UNEMPLOYED

Justice Involved Individuals



Special Grants & Projects

National Dislocated Worker Grant



Apprenticeship USA Grant



Reemployment Services and Eligibility Assessments (RESEA)



\$51,393 / \$60,279
Expended

Approaching Target

114
New
Orientations

105
Subsequent
Visits

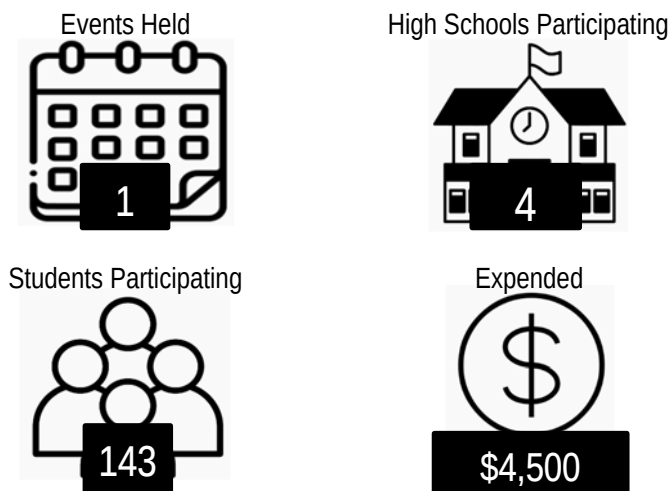
SNAP Employment & Training 50+ Technical Assistance Project

New Enrollments 7 / 10

Enrolled in Training 3 / 4

Completed Training 0 / 1

Rural Public Health Workforce Training Network Grant



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.

June 2023

GROWTH

GROWING RELATIONAL AND OCCUPATIONAL WEALTH IN WEST TENNESSEE HOUSEHOLDS

Number Enrolled: 4 / 25

Upcoming Projects:

OPPORTUNITY NOW!
EDA Good Jobs Challenge



3.6% ⁸
Unemployment Rate
(May 2023)

Eligible Training Provider List (ETPL) Program Renewals

Provider Name	ProgramTitle	Overall Completion Rate*	Overall Employment 2nd QTR after Exit*	WIOA Total Enrolled	WIOA Completion Rate*	Overall Employment 2nd QTR after Exit*	Lightcast Occupational Title	2022 Jobs	2027 Jobs	2022-2027 Openings	Average Annual Openings	Average Hourly Earning
Dyersburg State	AAS - PARAMEDIC TO RN PROGRAM	100%	25%	6	75%	100%	Registered Nurses	1,154	1,167	384	77	\$30.83
	Administrative Assistant with Microsoft Office 2019- Continuing Ed	0%	0%	0	0%	0%	Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	1,152	1,182	727	145	\$16.35
	Certified Dental Assistant- Continuing Education	0%	0%	0	0%	0%	Dental Assistants	166	178	138	28	\$18.94
	Certified Master Automotive Technician - Continuing Education	0%	0%	0	0%	0%	Automotive Service Technicians and Mechanics	526	570	315	63	\$19.23
	Human Resources Manager with PHR- Continuing Education	0%	0%	0	0%	0%	Human Resources Managers	62	72	39	8	\$42.17
	Industrial Safety	90%	20%	26	90%	20%	Industrial Machinery Mechanics	292	383	237	47	\$24.61
	Manufacturing Processes	100%	0%	11	100%	0%	Maintenance Workers, Machinery	241	274	171	34	\$27.49
	Quality and Inspection	100%	0%	10	100%	0%	Maintenance Workers, Machinery	241	274	171	34	\$27.49
	Total Productive Maintenance	100%	0%	8	100%	0%	Maintenance Workers, Machinery	241	274	171	34	\$27.49
TCAT Northwest	Building Construction	0%	0%	0	0%	0%	Construction Laborers	905	1,018	590	118	\$18.36
UT MARTIN	ART- TEACHING OPT.	0%	0%	0	0%	0%	Elementary School Teachers, Except Special Education	1,051	1,130	489	98	\$24.76
							Middle School Teachers, Except Special and Career/Technical Education	523	558	239	48	\$25.39
							Secondary School Teachers, Except Special and Career/Technical Education	652	706	292	58	\$26.05
	ACCOUNTING	65%	32%	7	60%	100%	Accountants and Auditors	386	445	238	48	\$31.28
	AGRICULTURAL BUSINESS	63%	32%	8	63%	100%	Farmers, Ranchers, and Other Agricultural Managers	1,398	1,494	861	172	\$25.06
	AGRICULTURE (GENERAL)	60%	32%	3	50%	100%	Farmworkers and Laborers, Crop, Nursery, and Greenhouse	759	808	683	137	\$13.35
	BIOLOGY	49%	21%	12	44%	89%	Biological Technician	18	21	15	3	\$20.49
	CHEMISTRY	0%	100%	1	0%	100%	Chemical Technician	52	64	49	10	\$29.62
	COMMUNICATIONS	100%	33%	6	50%	100%	Market Research Analysts and Marketing Specialists	143	187	125	25	\$24.85
							Public Relations Specialists	47	54	29	6	\$25.62
	COMPUTER SCIENCE	50%	100%	2	50%	100%	Computer Systems Analysts	78	96	48	10	\$48.41
							Computer Network Support Specialists	55	63	31	6	\$26.42
							Computer Programmers	25	29	14	3	\$40.17
	CRIMINAL JUSTICE	48%	33%	8	33%	100%	Detectives and Criminal Investigators	56	57	25	5	\$25.17
							Police and Sheriff's Patrol Officers	454	464	208	42	\$20.13
	ECONOMICS	0%	0%	0	0%	0%	Financial and Investment Analysts	44	52	26	5	\$38.57
							Financial Risk Specialists	14	15	<10	1	\$32.09
	ENGINEERING	30%	19%	7	50%	17%	Chemical Engineers	17	25	14	3	\$60.05
							Civil Engineers	66	68	36	7	\$39.25
							Mechanical Engineers	109	139	67	13	\$39.25
	ENGLISH	50%	100%	2	50%	100%	Writers and Authors	13	14	<10	2	\$18.86
	FAMILY AND CONSUMER SCIENCE	60%	32%	4	25%	100%	Career Technical Education Teachers, Middle School	12	12	<10	1	\$30.79
	FINANCE	82%	47%	7	60%	100%	Financial Managers	293	343	167	33	\$54.03
	FINE & PERF ARTS	0%	0%	0	0%	0%	Audio and Video Technicians	31	33	17	3	\$19.86
							Actors, Choreographers, Dancers, Producers & Directors	0	0	0	0	0
	GEOSCIENCE	0%	0%	0	0%	0%	Social Science Research Assistant	14	15	10	2	\$19.81
	HEALTH&HUMAN PERFORMANCE	67%	32%	6	100%	33%	Athletic Trainers	11	12	<10	1	Insf. Data
							Health Education Specialists	25	28	17	3	\$20.71
							Exercise Trainers and Group Fitness Instructors	69	100	105	21	\$19.85

UT MARTIN	HISTORY	0%	0%	0	0%	0%	Historian	12	13	<10	1	\$27.61
	INFORMATION SYSTEMS	50%	100%	2	50%	100%	Computer and Information Systems Managers	78	101	55	11	\$52.26
	INTEGRATED STUDIES	56%	42%	2	50%	100%	Elementary School Teachers, Except Special Education	1,051	1,130	489	98	\$24.76
							Middle School Teachers, Except Special and Career/Technical Education	523	558	239	48	\$25.39
							Secondary School Teachers, Except Special and Career/Technical Education	652	706	292	58	\$26.05
	INTERDISCIPLINARY STUDIES	63%	31%	14	54%	92%						
	INTERNATIONAL STUDIES	0%	0%	0	0%	0%	Interpreters and Translators	17	18	10	2	\$20.42
							Business Operations Specialists	233	275	160	32	\$26.38
	MANAGEMENT	51%	28%	8	75%	88%	General and Operations Managers	1,211	1,387	740	148	\$48.89
	MARKETING	50%	100%	6	50%	100%	Market Research Analysts and Marketing Specialists	143	187	125	25	\$24.85
							Marketing Managers	76	92	53	11	\$49.37
							Advertising Sales Agents	26	26	18	4	\$19.86
	MATH	0%	0%	0	0%	0%	Mathematicians / Statisticians	0	0	0	0	0
							Middle School Teachers, Except Special and Career/Technical Education	523	558	239	48	\$25.39
							Secondary School Teachers, Except Special and Career/Technical Education	652	706	292	58	\$26.05
	MUSIC (BAM).	59%	41%	5	60%	80%	Musicians and Singers	65	68	47	9	\$24.79
	MUSIC (BM)	0%	0%	0	0%	0%	Music Directors and Composers	32	33	17	3	\$28.93
	NATURAL RESOURCES MGT	0%	0%	0	0%	0%	Natural Sciences Managers	<10	14	<10	2	Insf. Data
							Environmental Scientists and Specialists, Including Health	15	16	<10	2	\$31.31
							Conservation Scientists	20	22	11	2	\$32.08
	NURSING	27%	22%	21	47%	100%	Registered Nurses	1,154	1,167	384	77	\$30.83
	PHILOSOPHY	0%	0%	0	0%	0%	Postsecondary Teachers	896	1,017	541	108	\$38.57
	POLITICAL SCIENCE	47%	28%	2	0%	100%	Lawyers	94	105	35	7	\$48.42
							Urban and Regional Planners	14	15	<10	1	\$31.73
	PSYCHOLOGY	42%	26%	9	44%	100%	Clinical and Counseling Psychologists	13	15	<10	1	\$48.64
							Counselors, All Other	38	41	23	5	\$17.81
	SECONDARY EDUCATION	0%	0%	0	0%	0%	Secondary School Teachers, Except Special and Career/Technical Education	652	706	292	58	\$26.05
	SOCIAL WORK	68%	40%	7	75%	100%	Social Workers, All Other	24	25	13	3	\$18.73
							Child, Family, and School Social Workers	165	181	96	19	\$23.27
	SOCIOLOGY	100%	100%	3	50%	100%	Sociologists	0	0	0	0	0
							Social Science Research Assistant	14	15	10	2	\$19.81
							Postsecondary Teachers	896	1017	541	108	\$38.57
	SPANISH	50%	100%	2	50%	100%	Interpreters and Translators	17	18	10	2	\$20.42
							Postsecondary Teachers	896	1017	541	108	\$38.57
							Tutors	52	59	48	10	\$15.80

**Discrepancies are noted in available data. TDLWD guidance received: the system uses SSNs submitted by the ETP to match to WIOA cases in the system. When a SSN match is made between a training participant and a WIOA case file the information in the WIOA case file trumps information submitted by the ETP. A quick example:

An ETP submits an annual performance report that a student (with a legitimate SSN) completed their training and exited 5/6/2022 BUT the student's WIOA case file is ongoing (they are co-enrolled or perhaps received additional support related to job search, etc.) the case is not yet closed. The system will default to the WIOA case status which remains open, therefore the performance report generated by VOS will not reflect that the student has exited (thus skewing the numbers). While they, in fact, exited the ETPL training they have not completely exited the system.

There are several nuances like this that are impacting the performance data. As a result, we suggest using other means outside of VOS to evaluate provider performance at this time. Suggestions include but are not limited to Division of Postsecondary State Authorization (DPSA) sites, state authorizing agencies, and other information gathered locally about ETP successes/challenges.

New Programs								
Provider Name	ProgramTitle		Lightcast Occupational Title	2022 Jobs	2027 Jobs	2022-2027 Openings	Average Annual Openings	Average Hourly Earning
TCAT Northwest	Criminal Justice: Correctional Officer		Correctional Officers and Jailers	301	311	160	32	\$19.23
TCAT Northwest	Farming Operations Technology		Farmers, Ranchers, and Other Agricultural Managers	1,398	1,494	861	172	\$25.06

ETPL Application

Education Program Information		
Provider: Tennessee College of Applied Technology Northwest	Program: Criminal Justice: Correctional Officer	Program ID: 1010310
CIP Code:		
General Information		
Status: Active	Purpose for adding program: Submit for ETPL Approval and accept participants	Education Program Type: PS - Approved Provider Training - ITA
Associated Services Code(s): 300 - Occupational Skills Training - Approved Provider List (ITA); 303 - Distance Learning; 314 - Enrolled In Apprenticeship Training; 324 - Adult Educ w/ Occ. Skills Training - Approved Provider List (ITA); 416 - Youth-Occupational Skills Training - Approved Provider List; 607 - WTP Vocational Education- Training Approved Provider List; 630 - SNAP-Enroll in Voc/Tech training- Approved ETPL provider	Apprenticeship: No	Education Program is a Registered Apprenticeship : No
Industry Recognized Apprenticeship Program (IRAP)? No	CIP Code: 430102 - Corrections	Education Program Name: Criminal Justice: Correctional Officer
Education Program Description: A program that prepares individuals to study the theories and principles of correctional science and to function as professional corrections officers and other workers in public and or private incarceration facilities.		
Potential Outcome(s): An industry-recognized certificate or certification	This program leads to a credential or degree: Yes	Name of Associated Credential: Correctional Officer
Completion Level:	Attain Credential: Occupational Skills certificate or credential	Other, Specify
Certification/License Title:	Certification/License Type:	Green Job Training: No
Partner Business: No		
Description of the partnership or plans to develop partnership:		
LWDB Submitted:		
Apprenticeship		
Apprenticeship Registration Date:	Apprenticeship Description:	Number of active apprentices:
Instruction Methods:	Instruction Length in Weeks:	Tech, Instruction is provided by another provider:
Instruction Provider Name:	Address 1:	Address 2:
Zip:	City:	State:
Program Model:	Apprenticeship program sponsored by another organization:	
Program Sponsor Name:	Address 1:	Address 2:

ETPL Application

Zip:	City:	State:
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Additional Details

Financial Aid Available: Pell Grant	URL of Training Program: https://tcatnorthwest.edu/programs/criminal-justice-correctional-officer	Program Prerequisites: High School Diploma or Equivalent
Date and Program First Offered: 11/14/2022	Please provide a reasonable explanation regarding why this is a new program: To fulfill the need for a skilled workforce in this area.	Minimum Class Size: 1
Maximum Class Size:	Number Of Instructors: 1	
Describe the minimum entry level requirements or prerequisites:	Drug/Alcohol Screening Required: No	Accessibility: On-Site Parking
Describe any equipment used in this program and its adequacy and availability:	Grievance Procedure:	Grievance Procedure URL:
Refund Policy:	Refund Policy:	Quality Pre-Apprenticeship:
State Use 1:	State Use 2:	State Use 3:
State Use 4::	State Use 5:	

Related Training and Instruction

Provider Name:	Location:	Organization Type:	Provider for Profit:	Leads to Credential/Degree	CIP Code:	Status:
Code						
Occupation Titles	Occupation Title	Providers' Alternate Occupation Title				
33301200	Correctional Officers and Jailers					
Selected Occupation is not noted as in local bright outlook – provide evidence that it is in demand					Bright Outlook	

Occupation Skills

Skill Description:	0093, use arrest, search, or seizure legal statutes, 0725, enforce laws, ordinances, or regulations, 1767, follow law enforcement methods or procedures	
Completion Expectation		
Number of Credits:	Credit Earned Duration: Semester	Hourly wage :

ETPL Application

Scheduling		
Class Time: 864	Lab Time:	Other Time:
Class Frequency: Daily		
Clock/Contact Hours: 864	Full-time weeks: 29	Program Format: In-person
Duration		
Duration Title: Class Schedule Offering - Primary	Primary Duration: True	Duration: 8
Schedule Intensity: Full-Time	Weekly Schedule: Monday-Friday	Class Offered: Day
Location		
Location Name: Tennessee College of Applied Technology Northwest	Address: 340 Washington Street, , Newbern, TN, 38059	Billing Address: 340 Washington Street, , Newbern, TN, 38059
External Approvals		
State Approving Agency: Tennessee Board of Regents	State Approving Agency Status: Approved	Approval Expiration Date: 01/01/1900
Other State Approving Agency Approved Programs: No	DOE Approved: No	Community College Chancellor's Office Approved: Yes
Community College ID: NO	Listed on another state's ETPL? Yes	
Cost Details		
Cost Structure(s):	Total Cost: \$4,558.00	
Line item	Amount	
Books/Fee	\$4,063.00	
Books	\$495.00	
Tools	\$0.00	

ETPL Application

Education Program Information		
Provider: Tennessee College of Applied Technology Northwest	Program: Farming Operations Technology	Program ID: 1010878
CIP Code:		
General Information		
Status: Active	Purpose for adding program: Submit for ETPL Approval and accept participants	Education Program Type: PS - Approved Provider Training - ITA
Associated Services Code(s): 300 - Occupational Skills Training - Approved Provider List (ITA); 303 - Distance Learning; 314 - Enrolled In Apprenticeship Training; 324 - Adult Educ w/ Occ. Skills Training - Approved Provider List (ITA); 416 - Youth-Occupational Skills Training - Approved Provider List; 607 - WTP Vocational Education- Training Approved Provider List; 630 - SNAP-Enroll in Voc/Tech training- Approved ETPL provider	Apprenticeship: No	Education Program is a Registered Apprenticeship : No
Industry Recognized Apprenticeship Program (IRAP)? No	CIP Code: 010104 - Farm/Farm and Ranch Management	Education Program Name: Farming Operations Technology
Education Program Description: Farming Operations Technology program will provide students with skills and knowledge needed for today's farming operations which include, but not limited to, row crops, animal agriculture, and precision agriculture. Students will be presented material for understanding farm machinery maintenance, soil and plant management, crop and livestock marketing, and herd management.		
Potential Outcome(s): An industry-recognized certificate or certification	This program leads to a credential or degree: Yes	Name of Associated Credential: Farming Operations Technology
Completion Level: Postsec. Awards/Cert./Diplomas; 1-2 yrs.	Attain Credential: Occupational Skills certificate or credential	Other, Specify
Certification/License Title:	Certification/License Type:	Green Job Training: No
Partner Business: No		
Description of the partnership or plans to develop partnership:		
LWDB Submitted:		
Apprenticeship		
Apprenticeship Registration Date:	Apprenticeship Description:	Number of active apprentices:
Instruction Methods:	Instruction Length in Weeks:	Tech, Instruction is provided by another provider:
Instruction Provider Name:	Address 1:	Address 2:
Zip:	City:	State:
Program Model:	Apprenticeship program sponsored by another organization:	
Program Sponsor Name:	Address 1:	Address 2:

ETPL Application

Zip:	City:	State:
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Additional Details

Financial Aid Available: Pell Grant	URL of Training Program: https://tcatnorthwest.edu/programs/farming-operations-technology	Program Prerequisites: None
Date and Program First Offered: 05/03/2023	Please provide a reasonable explanation regarding why this is a new program: To fulfill a skilled workforce need in the community.	Minimum Class Size: 1
Maximum Class Size:	Number Of Instructors: 1	
Describe the minimum entry level requirements or prerequisites:	Drug/Alcohol Screening Required: No	Accessibility: On-Site Parking
Describe any equipment used in this program and its adequacy and availability:	Grievance Procedure:	Grievance Procedure URL:
Refund Policy:	Refund Policy:	Quality Pre-Apprenticeship:
State Use 1:	State Use 2:	State Use 3:
State Use 4::	State Use 5:	

Related Training and Instruction

Provider Name:	Location:	Organization Type:	Provider for Profit:	Leads to Credential/Degree	CIP Code:	Status:
Code						
Occupation Titles	Occupation Title	Providers' Alternate Occupation Title				
11901300	Farmers, Ranchers, and Other Agricultural Managers					
Selected Occupation is not noted as in local bright outlook – provide evidence that it is in demand						Bright Outlook

Occupation Skills

Skill Description:	0241, follow horticulture irrigation techniques, 1917, plant, cultivate, or harvest crops, including aquaculture, 5027, inspect crops to determine quality, 6263, plan harvesting, 6982, inspect crops or fields
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Completion Expectation

ETPL Application

Number of Credits:	Credit Earned Duration: Semester	Hourly wage :
Scheduling		
Class Time: 1728	Lab Time:	Other Time:
Class Frequency: Daily		
Clock/Contact Hours: 1728	Full-time weeks: 58	Program Format: In-person
Duration		
Duration Title: Class Schedule Offering-Primary	Primary Duration: True	Duration: 16
Schedule Intensity: Full-Time	Weekly Schedule: Monday-Friday 8am to 2:30pm	Class Offered: Day
Location		
Location Name: TCAT-Newbern (Bells Campus)	Address: 6514 Highway 412, , Bells, TN, 38006	Billing Address: 340 Washington Street, , Newbern, TN, 38059
External Approvals		
State Approving Agency: Tennessee Board of Regents	State Approving Agency Status: Approved	Approval Expiration Date: 01/01/1900
Other State Approving Agency Approved Programs: No	DOE Approved: No	Community College Chancellor's Office Approved: Yes
Community College ID: NO	Listed on another state's ETPL? NO	
Cost Details		
Cost Structure(s):	Total Cost: \$6,844.00	
Line item	Amount	
Books/Fee	\$5,344.00	
Books	\$1500.00	
Tools	\$0.00	

Executive Committee Report – Ted Piazza, Chair/ Jimmy Williamson, Vice-Chair

The Executive Committee met on July 26th with seven members plus staff participating.

Facilities & Technology Report: There is quite a bit of surplus tagged equipment for the state to pick up still. New computers have been purchased for the GROWWTH staff.

Performance & Oversight Report: No complaints have been received and the Monitoring Status Report, detailing the monitoring that has occurred, was also reviewed. There have not been any concerning findings. Monthly monitoring of the OSO and CSP contracts is continuing, and almost all of the Incumbent Worker Invoices have been monitored already and there have been no issues to report. Estimated federal performance results for the fourth quarter were also reviewed. Final results will be included in the Annual Report.

Budget & Administration Report: The committee reviewed the attached Financial Status Report detailing expenditure and obligation rates as of June, as well as fiscal performance results for the minimum participant cost rate (MPCR), Work Experience expenditures, PY 21 Out-of-School Youth expenditures, and In-School Youth (ISY) expenditures under the PY 22 funds. All measures are being met. All grants ending 6/30/23 were fully expended with the exception of about \$2,100 in CBG funding that was also expected to be expended. Title I expenditures were under budget overall, but the Youth program share of expenditures was over the amount allotted, so new year youth money had to be used.

The attached updated PY 2023 budget was also reviewed. We carried over \$144,000 more than estimated, with the majority of the carry over amount being administrative funding. An additional \$337,000 in participant funds to meet anticipated needs based on the prior year's spending has already been requested and approved. It appears the administrative funds requested will also be approved. The GROWWTH program spending is a little behind due to the delayed start.

Other Business: The committee also discussed proposed PY 2023 Key Performance Indicator (KPI) Goals. Counterproposals were submitted based on available participant funding and staff capacity but are still pending negotiations with TDLWD staff. Several policies were posted for public comment in advance of the next State Workforce Board meeting. One policy proposed to issue minor corrections to existing policies. The proposed Employment-Based Training policy would require that businesses be in operation in the United States for a year to be eligible. Our policy has been 6 months with a waiver for companies making substantiable financial investments. The Eligible Training Provider (ETP) policy proposes 60% instead of 70% overall completion and employment rates for programs with at least 10 WIOA students. The policy also notes that reciprocal agreements with other states, allowing programs on other states' ETP lists to be funded, ended 6/30/23. It has been requested that an agreement with Kentucky be established since we have participants in training there.

Performance & Fiscal

On Track

Approaching Target

Off Target

Employment Rate 2nd Quarter After Exit

Adult

85.8%

Goal 83%

Dislocated Worker

76.1%

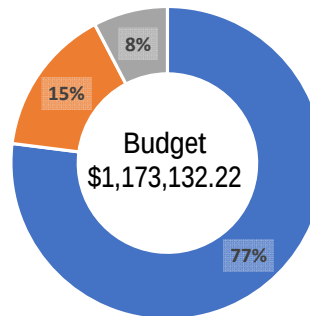
Goal 83%

Youth

84.8%

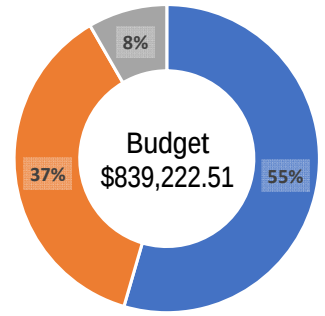
Goal 77.5%

Adult



Expended \$903,364.47
Obligated \$179,677.95
Balance \$90,089.80

Dislocated Worker



Expended \$458,826.71
Obligated \$312,055.29
Balance \$70,633.51

Employment Rate 4th Quarter After Exit

Adult

87%

Goal 83%

Dislocated Worker

74.5%

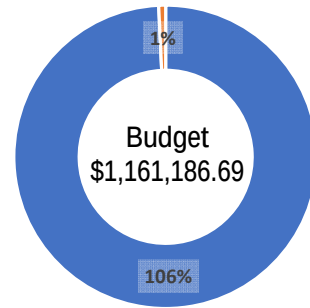
Goal 83%

Youth

83%

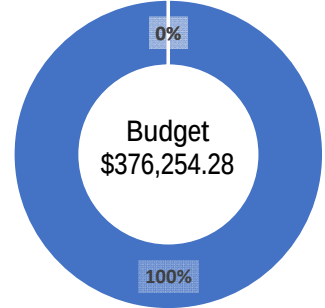
Goal 76.5%

Youth



Expended \$1,227,397.07
Obligated \$9,110.32
Balance \$ (75,320.70)

Statewide



Expended \$376,254.28
Obligated \$0
Balance \$0

Median Earnings 2nd Quarter After Exit

Adult

\$7,963.53

Goal \$6,900

Dislocated Worker

\$8,538.40

Goal \$7,100

Youth

\$3,510.57

Goal \$3,720.00

\$1,002,873.82 Expended
\$205,646.59 Balance

\$1.2 Million Operating Budget

\$781,360.00 Expended
\$332,130.09 Balance

\$1.1 Million Participant Budget

Credential Attainment Within 4 Quarter After Exit

Adult

75.9%

Goal 69.0%

Dislocated Worker

69.6%

Goal 70.6%

Youth

67.6%

Goal 70.5%



Adult

71.4%

Goal 62.0%

Dislocated Worker

72.7%

Goal 61.2%

Youth

68.5%

Goal 54.2%



Measurable Skills Gain

Northwest PY 23 Budget Rev. July 2023	Admin. (Title I + RESEA)	Adult Prg (w/ Adult Transfer)	DW Prg (w/o AT)	Youth Program	Title I Program Total	Total Title I Budget	RESEA Program	GROWWTH Admin / Program	Total Budget
Estimated PY 22 Carryover	\$ 195,253.91	\$ 321,494.99	\$ 155,094.00	\$ (66,210.37)	\$ 410,378.62	\$ 605,632.53	\$ 17,404.31	\$ 297,314.99	\$ 920,351.83
PY 23 Allocations*	\$ 144,964.32	\$ 485,071.40	\$ 341,215.80	\$ 478,391.71	\$ 1,304,678.91	\$ 1,449,643.23	\$ 25,555.50	\$ 385,565.32	\$ 1,860,764.05
Total PY 23 Funding Available	\$ 340,218.23	\$ 806,566.39	\$ 496,309.80	\$ 412,181.34	\$ 1,715,057.53	\$ 2,055,275.76	\$ 42,959.81	\$ 682,880.31	\$ 2,781,115.88
*\$216,729.77 decrease from PY 22	\$ 99,673.97	\$ 36,913.14	\$ 38,268.04	\$ (30,745.72)	\$ 44,435.46	\$ 144,109.43	above estimated		

IFA Expenses (including OSO)	\$ 2,973.95	\$ 41,468.42	\$ 25,229.68	\$ 25,046.19	\$ 91,744.29	\$ 94,718.24	\$ 1,476.88	\$ 48,072.14	\$ 144,267.26
Career Service Provider	\$ -	\$ 313,600.00	\$ 145,280.00	\$ 181,120.00	\$ 640,000.00	\$ 640,000.00	\$ 41,482.93	\$ 467,502.15	\$ 1,148,985.08
Board / Fiscal Agent Expenses	\$ 240,026.05	\$ 186,175.32	\$ 86,248.57	\$ 107,525.75	\$ 379,949.64	\$ 619,975.69	\$ -	\$ 145,921.02	\$ 765,896.71
Total Operating Expenses*	\$ 243,000.00	\$ 541,243.74	\$ 256,758.25	\$ 313,691.94	\$ 1,111,693.93	\$ 1,354,693.93	\$ 42,959.81	\$ 661,495.31	\$ 2,059,149.05

*May be adjusted between line items / programs

Balance for Participants (Minus PY 24 Q1 Expenses)	\$ 225,412.98	\$ 239,551.55	\$ 98,489.40	\$ 563,453.93	\$ 50,035.56	increase
Revised Participant % of Program Funds				34%		
Amount Needed to Reach 40% MPCR				\$ 177,675.36		



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@ 9:00 AM

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Topics of Discussion

- Program Overview
- Eligibility Requirements
- Referral Process



GROWTH is a part of a study funded by the Tennessee Department of Human Services which is being conducted to determine how these pilot programs help people improve their economic well-being. During this study, all new eligible participants will be randomly selected into one of two groups that receive a different mix of program services.

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GROWWTH COORDINATOR
WORKFORCE INNOVATIONS, INC

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BUSINESS SOLUTIONS MANAGER
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