

Northwest TN Workforce Board
American Job Center Committee
Monday, July 29, 2019 – 10:00 a.m.
Dyersburg State Gibson County Center, Room 129
2071 US 45 Bypass, Trenton TN
Conference Call – 1-877-216-1555 #845157

Chair - Rita Alexander
Vice Chair – John Killen

Minutes

Committee members attending: Rita Alexander, Kristie Bennett, Mark Chandler, Janna Hellums, Sherry Fowler

Committee members via conference call: John Penn Ridgeway, Jennifer Starks

Staff attending: Jennifer Bane, Lana Burchfiel, Laura Speer, Margaret Prater, LeAnn Lundberg, Gina Johnson

Others attending: Gina Abbott, Connie Stewart, Erica Nance

Review and Approval of Minutes of April 29, 2019 meeting: Rita Alexander called the meeting to order and asked the group for comments regarding the prior meeting's minutes.

- **MOTION: Mark Chandler moved to approve the April 29, 2019 minutes as presented and John Penn Ridgeway seconded the motion. All agreed and the motion carried.**

One-Stop Operator Report: Erica Nance reviewed the following reports:

- **VOS Greeter Reports:** Greeter issues at the Union City American Job Center (AJC) were resolved and the traffic count has gone up. The Tyson job fair also increased traffic numbers. The Humboldt AJC had been down, but when they started capturing Adult Education customers, their numbers increased. Staff have been instructed that when the VOS greeters freeze up, to have customers sign in on paper to be manually entered later to make sure they get counted. Job Search/Research Room is still number one reason for visit. For the 2018 program year, there were 42,491 services provided and 30,733 individual visits.
- **Enrollment Summary Report:** This report captures the new and carryover numbers for partners for the entire program year. We had 3,356 new enrollments across all programs. Title I for the program year is 1,525 total with 1,195 Adults, 106 Dislocated Workers, and 224 Youth served. Connie Stewart asked if Incumbent Worker participants are included in the new enrollment numbers and Erica clarified that they are.
- **Target Populations Report:** There were 43 new enrollments in the month of June included 10 offenders. Erica is also coordinating with a private West TN Corrections agency with offices in Crockett County, Milan, and Trenton, to designate a section in the offices for AJC information to provide to the individuals on probation. The move in Lake County to the courthouse was also to work with the justice-involved individuals. Mark Chandler said in Jackson, Corrections has a place where they come and AJC person goes to their orientation.
- **Partner Referrals and Co-Enrollments:** The purpose of these reports is to attempt to capture all the referrals and co-enrollments between partners. A lot of our partners are not in JOBS4TN, so it can be difficult to capture in a report. AJC staff do an evaluation of service needs for new customers or those who have not visited recently, and the Resource Specialist will speak to them about their needs and who they can speak with. This report tracks to see if customers were referred accordingly and if they were co-enrolled. We have to manually enter if they are co-enrolled and only one co-enrollment can be captured. Kristie Bennett said some areas are

doing referrals electronically through Google forms that automatically send an email to partner staff to help track referrals.

- AJC Survey Results: We had 130 surveys for June, with Dyersburg having the most, 48, with Paris following with 33. Erica is still offering incentives and trying to think of additional incentives. Mark asked why only 130 people responded, as opposed to the 2,601 visitors who had potential to do the survey and Erica explained that many of these are repeat customers and people don't like to do one every visit. The completed surveys can include duplicate customers. Connie Stewart suggested it would be good to have secret shoppers visit the AJCs.
- Employer Services and Survey Reports: We only had 2 employer surveys for June. A lot of times we are dealing with same employer so they don't want to repeat the survey. The Business Services team is really vital in getting the survey results after job fairs. Kristie Bennett recommended including the survey as part of the instruction packet for job fairs.

Career Services Report: Connie Stewart reviewed the following:

- Work Experience: Our numbers for work experience have increased and we are averaging \$15,000-\$18,000 a month on work experience payroll.
- Transitional / Adult Work Experience: There are only a few participants in Adult Work Experience since most qualify as Youth or Transitional. We haven't had to do near as much marketing since we spent so much time promoting #WORKlife and have been promoting all year long. AHC in Union City trains in-house for CNAs and will potentially partner with us to place individuals work experience positions.
- Training Enrollments for June: We had 5 enrollments but June is slow month for training since there are not many programs beginning at this time.
- RAMP: Margaret Prater stated that we are getting ready to start another class in Henry County and Dyersburg had another class start on June 3. Dyersburg's current class is really struggling. There have been a large number of absences and several students have quit the class. Margaret and Jennifer Bane have met with the sheriff and training provider and have decided to put the Dyersburg program on temporary hold to address the issues including attendance, participation, and pass rates. Although the sheriff can't make them come to class, there are several incentives, including a 60-day reduction in overall sentence if they complete and entry into the workhouse program. The sheriff would like to offer a program to female inmates but they are in the process of building a separate facility for those involved in the class which will allow students to be segregated from the general population and eventually go to work. They will finish this class in early August, then we will take some time out for them to get the women's facility in place and maybe restart in January after the facility is built. There are other modes of instruction that may be considered including someone from the jail serving as the instructor.

Gibson County is finishing up the women's class. Unfortunately, Robert Beeler has left the program, so they are looking at hiring a new instructor. We probably won't start a new class until mid to late August. We are also beginning to do a lot of coordination with the Orchard House, which will serve as a workhouse and transition house for the Gibson County jail. We had 4 inmates successfully included in On-the-Job Training (OJT) positions. There were several others who also went to work. We also had inquiry from Obion County to look at starting a program there, and are waiting on the Judge to give date to meet with sheriff to talk about that.

- REAP: This year students came from Dyer County and Peabody High School to participate in the program. We had 11 start but one decided after a few days that the

program wasn't right for him and decided not to continue. The remaining 10 completed. Connie said they are a great bunch of kids who are invested in wanting to have a career in electrical field. Of the 10 who completed we had one student who decided he didn't want to continue, which is the purpose of the pre-apprenticeship. One student has already gone to work as an Amteck employee while the remaining students will continue with work experience for a bit longer before being hired by Amteck.

- Justice Involved Youth: Connie continues to reach out to agencies serving justice-involved for referrals to our programs. Two referrals were received for work experience. Two of the REAP participants are justice-involved also.

Business Services Report: Margaret Prater gave the below updates:

- On-the-Job Training (OJT): There have been 22 contracts through June and several new contracts beginning in July. A total of 115 participants have been placed with 93 still in training and 7 not completing for a 93% completion rate in OJT.
- Incumbent Worker Training: We have had 25 contracts since our Consolidated Business Grant started in October with over \$282,000 awarded and 87% of trainees proposed receiving training. In the past we have mostly had contracts with large companies, but we have had several small businesses participate this year. We have extended the deadline for training to be completed to September 15th and have a few contracts beginning in July or August.
- Job Fair/Hiring events: There have been several job fairs this quarter which have included the Mobile AJC and Facebook Live videos of the events. There are several pending events scheduled including regional events for multiple employers.
- Rapid Response: We've conducted rapid response events and job fairs with Heckethorn, Caterpillar, and Hobbs Bonded Fiber. We also delivered materials to other employers facing closures include Payless Shoes, Fred's, and the McKenzie Hospital.
- Economic Development/Labor Market Information: We continue to use our EMSI labor market information tool frequently to provide data to existing employers and industry prospects. In Gibson County we have done five reports alone. We often have companies who ask us to do wage information for them when. The team has also done presentations, speaking engagements, etc.

Registered Apprenticeships Grant: Jennifer Bane explained that this is a \$1.4 million grant for the state in which they will hire 3 intermediaries, one per grand division, who will provide assistance with establishing registered apprenticeships. The state staff are still working on the plan for using the funds and each planning region will have to develop a proposal. Kristie Bennett suggested having a consortium to help facilitate outreach and push the agenda along more quickly. Margaret and one of her staff have met with one company in Gibson County who is very interested but is still working on decided whether to do in-house training or contract with a provider. The jobs will start at about \$25 per hour and go up to \$50 per hour. We would also work with them to recruit for pre-apprenticeships and utilize a model similar to REAP. Years ago we reached out to all companies with registered apprenticeships to try to add them to the eligible training provider list. There are not very many in our area but we will be reaching out to them again.

Funding Criteria for Licensed Occupations Policy Changes (Vote Required): Jennifer Bane explained that during the local and regional planning process, state staff said we might be too restrictive in our requirements for truck driving programs and we have since experienced a few

instances in which our policies do not align with those of training providers or employers. Connie Stewart reached out to the local training providers and based on their feedback, staff propose to decrease the timeframe for not having any felony convictions within the last 5 years instead of 10 years. One training provider sent us list of employers who hire individuals with felonies over 5, 7, or 10 years or on a case-by-case basis. Individuals having convictions within the last 5 years would have the option to file an appeal and would need a pre-hire letter to document their potential for employment. Additionally, DOT physicals are actually valid for up to 2 years but our policy has been that the physical must have been conducted within 30 days of their eligibility date. Staff propose we update our policy to match the DOT physical requirements. Truck driving is an in-demand occupation with many individuals currently in the position nearing retirement so we need people to be in these positions. The sheriff in Gibson County has asked about a truck driving program because he has a local employer willing to hire several inmates from the jail.

- **MOTION: Kristie Bennett moved to approve the changes to the Funding Criteria for Licensed Occupations and Mark Chandler seconded the motion. All agreed and the motion carried.**

American Job Center Re-Locations and Re-Designations Update: Jennifer Bane stated that the Benton and Lake AJCs have already moved. Benton is in the Benton County Community Resource Center. The Lake County AJC has also been re-designated as a part-time specialized center instead of a full-time affiliate center. Staff will be present at the courthouse 4 days per week from 11:30 am to 4:00 pm and there is an access point at the Ridgely Library on Wednesdays from 1:00 to 5:00 pm. Weakley County is moving to the courthouse the week of August 14th. In Crockett County we are hoping to either have someone move in with us or move somewhere cheaper if necessary. Sherry Fowler suggested a space on Cavalier Drive to look at. It's big enough to have a partner in it. The Executive Committee approved moving the Dyersburg AJC to the board administrative office since we just moved out of it a few weeks, but we are waiting on approval of the move by the state since this is a comprehensive center with state staff in it. We also lost our TANF partner in Obion County so our costs went up there.

Other: Jennifer Bane provided the following updates:

- Next Board Meeting: August 27, 2019 at 12:00 pm (lunch begins at 11:30 am) at the Elks Lodge in Trenton (2025 US Hwy 45 Bypass S).
- SETA Fall 2019 Conference: September 8-10, Savannah, GA (RAMP and REAP will be presented)
- Retirement Reception for Margaret Prater: September 13, 2019, 2:30 – 4:30 pm, Dyersburg (location: McIvers Grant Library in Dyersburg).
- Ginger Powell, former Director of Business Services, starts August 13th as interim to be able to work with Margaret before her retirement.
- Next Committee Meeting: Monday, October 28th, 10:00 am.
- We found out Friday morning we will have Federal Monitoring visit to look at youth the 19th-21st of August.
- One-Stop Operator proposals review committee meets today to make recommendation to the Executive Committee who make a recommendation at the August Board meeting.

Respectfully submitted,
Lana Burchfiel, Public Information Specialist

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Agenda

1. Welcome and Call to Order Rita Alexander
2. Review and Approval of Minutes –April 29, 2019 meeting
(Vote Required) Rita Alexander
3. One-Stop Operator Report Erica Nance
 - a. VOS Greeter Reports
 - b. Enrollment Summary Report
 - c. Target Populations Report
 - d. Partner Referrals
 - e. Partner Co-Enrollments
 - f. AJC Survey Results
 - g. Employer Services Report
 - h. Employer Survey Results
4. Career Services Report Connie Stewart
5. Business Services Report Margaret Prater
6. Registered Apprenticeships Grant Jennifer Bane
7. Funding Criteria for Licensed Occupations Policy Changes
(Vote Required) Jennifer Bane
8. American Job Center Re-Locations and Re-Designations Update Jennifer Bane
9. Other
 - a. Next Board Meeting: August 27, 2019 at 12:00 pm (lunch begins at 11:30 am) at the Elks Lodge in Trenton (2025 US Hwy 45 Bypass S)
 - b. SETA Fall 2019 Conference: September 9-10, Savannah, GA (RAMP and REAP will be presented)
 - c. Retirement Reception for Margaret Prater: September 13, 2019, 2:30 – 4:30 pm, Dyersburg (location TBD)
 - d. Next Committee Meeting: Monday, October 28th, 10:00 am

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Minutes

Committee members attending: Rita Alexander, Jimmy Williamson, Tim Climer, Jana Hellums

Committee members via conference call: Kristy Mercer, John Killen, Mark Chandler

Others attending: Jennifer Bane, Lana Burchfiel, Laura Speer, Margaret Prater, Erica Nance

Others attending by phone: Gina Johnson

Review and Approval of Minutes of January 28, 2019 meeting:

Rita Alexander called the meeting to order and asked the group for comments regarding the prior meeting's minutes. One minor change to minutes before approval: Changed date from 2018 to 2019 for meeting date.

- **MOTION:** Jimmy moved to approve the minutes with above stated change and Kristy Mercer seconded the motion. All agreed and the motion carried.

One-Stop Operator Report

Erica Nance reviewed the following reports:

- **VOS Greeter Reports:** Traffic counts were down in quite a few counties. In two counties (Obion and Crockett) the VOS greeter was not working properly and Erica did not know until last week so the data is incorrect. AJC staff used sign-in sheets to manually check-in visitors, but they weren't able to check them in if they were not already registered in VOS. Margaret Prater suggested that Erica instruct all staff if this problem occurs to make sure the participant is in VOS before they leave so we can enter them. Erica also explained that the iPads used to check-in customers are freezing causing staff to be unable to use the Greeters. Mark Chandler said they have also had this issue in the Southwest area and wondered if it's a VOS issue. Erica also explained that Humboldt has not had Adult Education customers signing in on VOS, so they have begun using a sign-in sheet to manually enter them into Greeter. Margaret said we should have extra iPads, and LeAnn could possibly install one in the Adult Education room to address this issue. The Visit by Reasons report shows that job search and unemployment continue to be the top reasons individuals visit the centers.
- **Enrollment Summary Report:** The enrollment Summary Report captures the number of new and carryover enrollments for each partner for the period of July 1, 2018 through March 31, 2019. The Northwest Area had 2,315 new enrollments, with Dyer County leading in all programs.
- **Target Populations Report:** We have a total of 823 active enrollments for the month of March, including 98 new enrollments. Out of these new enrollments, 11 are offenders. We already do a lot with reentry with jails, but we are working with probation and parole as well. AJC staff were on-site at the probation and parole office's report-out day when participants are required to be there. When they reported to the probation and parole office, they were required to meet with AJC staff to be enrolled in Jobs4TN, check for jobs, and discuss programs for offenders, etc. One was referred to Adult Education. Only two employers were present, but Ms. Tamika with probation and parole is looking for more employers for the next event. In total, staff enrolled about 7-8 customers.

- AJC Survey Results: Survey cards have been continuously going up because of incentive Erica has been promoting (out of her own pocket). Money has been moved between line items in the Odle contract around so she will ask about Odle funding this incentive in the future. Survey cards have been set at the computers in one county, which seems to help participants remember to complete them.
Employer Services Report: This month "Reviewed Resumes and Referred Eligible Individuals" was the highest service provided, composing 461 of the 651 total services. Margaret Prater asked if we could run an additional quarter by quarter report to see if we are increasing our penetration. Jennifer Bane requested that the monthly figures be cumulatively tracked like the VOS greeter figures for both number of employers and number of services. Laura Speer is also working on running reports to be able to track the market penetration and employer retention performance measure. She is questioning a report that included Greater Memphis and Southwest with our area, and has sent email to Jennifer Snow about this.
- Employer Survey Results: We only received three surveys this month. We place the survey link at bottom of new contracts and Erica has made a card for employers to complete when at job fairs.

Career Services Report:

Jennifer Bane presented the Career Services report in Connie Stewart's absence. During the month of March 6 Adults, 1 Dislocated Worker, and 1 Youth were enrolled in On-the-Job Training (OJT). Connie is trying to hire two outreach coordinator positions to market to youth workers and establish worksites. She also plans to hire two other Career Advisors to cover work experience, OJT, and the Re-Entry Advanced Manufacturing Program (RAMP) for certain counties. They continue to work hard to recruit work experience participants and are currently focusing on graduating seniors. Only Bruceton High School replied to email the superintendents received for the #WORKlife program. Connie's staff are working to place 3 In-School Youth in Dyer County in Work Experience, and trying to place Lake County Out-of-School Youth at Devely. A list of outreach efforts is included in the report. There were only 3 Adults enrolled in training in March, but there are not a lot of people starting school at this time.

RAMP results for the Dyer, Gibson, and Henry County classes were reviewed. Margaret Prater stated that Gibson County is starting their 5th class, and still ranging in 90-100%. Dyer County's current class is for males instead of females like the previous classes, and we have seen significant improvement in their numbers. Henry County has been asked for some more data regarding their results before starting a new class. Gibson County's next class will be a female class and they will be able to go to work while incarcerated. Gibson County is actively working on establishing workhouse status.

Business Services Report:

Margaret Prater provided the following update on Business Services:

- On-the-Job Training: We have paid out \$135,495 and enrolled 99. Of those, 59 have completed training and only 7 did not, so that gives us an 89% completion rate. We still have 33 in training.
- Incumbent Worker Training (IWT): Staff have been working hard to promote IWT. We have contracts to date of \$138,978 and contracts pending with Frazier and Tyson. We also have proposals with Devely, United Ammunition Container, Cable South, and Dana pending.
- Job Fair/Hiring Events: Several job fairs have taken place. We are in the process of preparing for a Regional Healthcare Job Fair in Huntingdon on May 23rd. Senior Solutions in Paris is hosting a job fair today and we are still working with the Census group, and waiting on them to get a FEIN number issue fixed to be able to register in Jobs4TN.

- Pre-Apprenticeship/Apprentice: Jon Dougherty with Amteck and his crew visited 8 schools between January and April to promote the Registered Electrical Apprenticeship Program (REAP). He took the trailer and spent at least an hour speaking about and showing them what an electrician actually does. Interested students participated in “Shock and Awe” day on April 20th. We had 18 students to attend where they actually received small shocks up to a thousand volts and then awed them by lifting them up in the boom truck. One student left at lunch because he was no longer interested, but that’s what the day was intended to do; weed out those who really aren’t a good fit. Everything so far has been out of Amteck’s pocket. They have accepted all 17 into the program including two who tested a little below standards, but showed enough interest. They have all received pre-admittance emails and then texts. So far only one said they would not continue with class. We think we are going to end up with a good group who really want to do it.
- Rapid Response: Hobbs Bonded Fiber is closing. The initial meeting May 2nd. The company is waiting to see who will transfer to their Texas location before a Rapid Response meeting is held with the employees. Heckethorn activities are still on-going and an on-site job fair was recently held.
- Economic Development / Labor Market Information and Presentations: There have been a lot of EMSI reports prepared for several reasons. Staff have had several speaking opportunities as listed under presentations/speaking engagements. We still have more Consolidated Business Grant funds to obligated, but we have until September so we are on track.
- Small Business Forums: In partnership with Small Business Development Centers we are hosting events on May 7th at the AJC in Dyersburg and May 9th in Huntingdon. Small Business Development staff will speak about their services at both of those events, as well as the Business Services team, and a panel of AJC partners.

Supportive Services Policy Changes:

Jennifer Bane presented the following changes as listed in the handout. During our planning process, the state asked us to look at our support services policy, particularly regarding childcare and housing. The recommended policy changes include allowing for all services referenced in the legislation and regulations, up to \$1,500. If participants are not using ITA funds, the career services provider can request those funds be used to cover additional costs beyond the \$1,500 if needed. These are NOT entitlements and participants must demonstrate financial need and prove that they cannot be covered elsewhere before they can receive funding. For instance, the policy would require individuals to apply for other forms of childcare before our funding. The proposed changes address that direct payments and reimbursements should be made, but advance payment could be made on a case by case basis, which would hopefully be a rare occurrence. A decent amount of information is required by participant if they request funds in advance since we have to document all expense. Ted Piazza sent Jennifer an email requesting that the wording on page 25 be changed to state that auto repairs may not exceed value (rather than amount) of the vehicle. Our travel stipends and required training materials such as books, supplies, and tools are currently not limited to the \$1,500, and would not be subject to the \$1,500 under the revised policy. Several programs such as nursing and auto-mechanics have large supply costs. We do continue to see less students who need money for school because of other programs, so the expanded policy will allow for other needs to be met and funds to continue to be spent directly on participants.

- **MOTION: Jimmy moved to approve the changes to the Supportive Services Policy and Tim Climer seconded the motion. All agreed and the motion carried.**

Jennifer also reviewed the Evaluation of Service Needs handout which detailed the feedback received from AJC staff, training providers, the Southwest One-Stop Operator, and information obtained from case notes regarding what supportive services are needed. Roadrunner indicated a possible need for housing and UT Martin provided a lot of feedback. The Southwest area indicated their childcare policy has allowed those not using a state facility to access services, but our policy would require use of a licensed facility. A Facebook poll conducted on our page also asked, "In your opinion, which is a bigger challenge to jobseekers in West TN?" Out of 184 votes, 66% (122) said childcare, and 34% (62) said transportation.

Other:

Jennifer Bane provided the below information to the group:

- Workforce Town Hall Meeting: May 15, 2019 at 1:00 pm at the Main Street Centre in Tiptonville (218 Church Street). Invitation went out to the board and the specific people the State requested to be there. Hopefully we will get a good turnout.
- Next Board Meeting: May 21, 2019 at 12:00 pm (lunch begins at 11:30 am) at the Northwest TN Development District in Martin (124 Weldon Drive).
- Remaining 2019 Committee Meeting Dates: Monday, July 29th, 10:00 am; Monday, October 28th, 10:00 am.
- Tim Climer stated we have an incorrect address on agenda. The correct street address is 2071 and will be changed.
- Janna Hellums reported she has a lot of new companies in process of getting grants.

Respectfully submitted,
Lana Burchfiel, Public Information Specialist

TRAFFIC COUNTS LIST BY MUTIPLE REASONS - 2018 - 2019

2018-2019	Camden	Alamo	Humboldt	Paris	Tiptonville	Union	City	Dresden	Affiliate Subtotal	Dyersburg	Huntingdon	Comprehensive Subtotal	Total	AJC
Jul-18	195	119	572	776	69	454	669	2854	648	850	1498	4352		
Aug-18	206	129	490	627	70	464	349	2335	905	708	1613	3948		
Sep-18	178	78	364	520	31	284	203	1658	606	487	1093	2751		
Oct-18	140	137	479	592	47	132	373	1900	731	938	1669	3569		
Nov-18	113	105	329	544	37	196	272	1596	576	883	1459	3055		
Dec-18	129	137	349	544	52	160	254	1625	805	846	1651	3276		
Jan-19	180	214	566	757	64	697	351	2829	754	1505	2259	5088		
Feb-19	123	87	365	466	49	189	214	1493	591	970	1561	3054		
Mar-19	95	63	353	565	36	56	147	1315	601	825	1426	2741		
Apr-19	123	74	456	564	50	44	261	1572	945	770	1715	3287		
May-19	110	72	531	542	62	251	350	1918	1224	698	1922	3840		
Jun-19	119	91	439	426	41	546	302	1964	798	768	1566	3530		
Subtotal	1711	1306	5293	6923	608	3473	3745	23059	9184	10248	19432	42491		
Mo. Avg	143	109	441	577	51	289	312	1922	765	854	1619	3541		
% Avg.	4.0%	3.1%	12.5%	16.3%	1.4%	8.2%	8.8%	54.3%	21.6%	24.1%	45.7%	100.0%		

Source: Affiliates - VOS Greeter

TRAFFIC COUNTS LIST BY INDIVIDUAL VISIT 2018- 2019

2018-2019	Camden	Alamo	Humboldt	Paris	Tiptonville	Union	City	Dresden	Affiliate Subtotal	Dyersburg	Huntingdon	Comprehensive Subtotal	Total	AJC
Jul-18	176	95	389	489	62	442	609	2262	470	433	903	3165		
Aug-18	182	109	378	441	70	433	324	1937	728	376	1104	3041		
Sep-18	158	69	259	340	30	268	189	1313	538	301	839	2152		
Oct-18	127	88	323	399	47	128	354	1466	612	454	1066	2532		
Nov-18	105	68	226	298	37	170	263	1167	484	439	923	2090		
Dec-18	121	110	239	302	50	155	245	1222	659	441	1100	2322		
Jan-19	178	163	383	478	62	690	329	2283	648	693	1341	3624		
Feb-19	119	83	259	277	49	183	202	1172	520	479	999	2171		
Mar-19	93	59	256	297	36	55	142	938	510	418	928	1866		
Apr-19	119	64	346	311	50	44	242	1176	795	372	1167	2343		
May-19	105	56	400	319	61	242	340	1523	938	365	1303	2826		
Jun-19	116	64	295	301	41	539	287	1643	582	376	958	2601		
Subtotal	1599	1028	3753	4252	595	3349	3526	18102	7484	5147	12631	30733		
Mo. Avg	133	86	313	354	50	279	294	1509	624	429	1053	2561		
% Avg.	5.2%	3.3%	12.2%	13.8%	1.9%	10.9%	11.5%	58.9%	24.4%	16.7%	41.1%	100.0%		

Individual Visit Monthly Average Goal

Goal	192	187	331	425	82	318	285	1820	700	423	1123	2943		
Current	133	86	313	354	50	279	294	1509	624	429	1053	2561		
Difference	-59	-101	-18	-71	-32	-39	9	-312	-76	6	-70	-382		
% of Goal	69%	46%	94%	83%	60%	88%	103%	83%	89%	101%	94%	87%		

6/1/2019	Camden	Alamo	Humboldt	Paris	Tiptonville	Union City	Dresden	Dyersburg	Huntington	Totals	Percentage
Adult Education		2	12	1			1	17		33	1%
Cr Coach/Family Resources										0	0%
Cr. Coachg/ WIOA Title 1	9	3	37	38		51	42	79	33	292	8%
Cr.Coach WF Ess.			42			23	41	79		185	5%
Cr.Coach/Youth	1	2	2	6				18		29	1%
Cr Coach/TN Reconnect			1	1			1	2		5	0%
Career Ready 101									22	22	1%
CASAS										0	0%
Employer Ck-in	2			1		15	5	2	1	26	1%
Served in Military?	1			2				20	4	27	1%
HiSET									8	8	0%
Job Fair-Senior Solutions Home Center										0	0%
Job Fair-TDOC										0	0%
Job Fair US Census									2	2	0%
Job Fair Northwest Correctional										0	0%
Job Fair-Tyson						113				113	3%
Job Fair Manpower										0	0%
Job Fair MSHN						7				7	0%
Job Fair-Frazier Industrial						5				5	0%
Job Fair										0	0%
Hiring Event										0	0%
Hiring Event Manpower										0	0%
Hiring Event Blue Bell						1				1	0%
Job Search Resource Room	30	45	170	161	37	122	40	249	358	1212	34%
Job Search Assist	7	7	11	89		15	11	67	82	289	8%
Networking Event-Vocational Rehab									4	4	0%
Networking Event -Multiple Schools										0	0%
Networking Event Community Advisory Board										0	0%
Networking Event/Interviews									4	4	0%
RESEA	8		24	16		20		37	20	125	4%
Resources										0	0%
Resume Assistance	2	1	12	2			1	10	17	45	1%
SCSEP - Senior Emploment				1				1		2	0%
SNAP E&T (Appt)		1	2	2		1	1	2	1	10	0%
SNAP E&T (Orient.)		2		2				4		8	0%
SWFI Grant										0	0%
TAA/TRA								38		38	1%
Third Party Interviews										0	0%
Unemployment	59	27	124	104	4	173	158	167	199	1015	29%
Veterans Servs							1	2		3	0%
Voc Rehab								3	9	12	0%
Workshop		1	2					1	4	8	0%
TOTALS	119	91	439	426	41	546	302	798	768	3530	100%
List - INDIVIDUAL	116	64	295	301	41	539	287	582	376	2601	

ENROLLMENT SUMMARY
- LWIA/Region: Northwest Tennessee
- Date Range: 7/1/2018 - 6/30/2019

LWIA/Office	WP		WIA		TAA		SNAP		Adult Education		ALL PRORAMS		% of NTWN	
Office Id	Carry Forward	New Enrollment	Carry Forward	New Enrollment	Carry Forward	New Enrollment	Carry Forward	New Enrollment	Carry Forward	New Enrollment	Carry Forward	New Enrollment	Carry Forward	New Enrollment
Northwest Tennessee	387	1,652	470	1,055	15	28	4	73	178	548	1,054	3,356	24%	76%
American Job Center - Alamo * NEW *	7	18	28	7	0	0	2	3	9	17	46	45	4%	1%
American Job Center - Humboldt * NEW *	19	122	72	162	0	0	1	11	34	86	126	381	12%	11%
American Job Center - Paris * NEW *	22	103	35	238	0	0	0	7	13	75	70	423	7%	13%
American Job Center - Camden * NEW *	8	56	25	26	0	0	0	3	11	51	44	136	4%	4%
American Job Center - Huntingdon * NEW *	93	396	33	41	4	0	0	15	16	57	146	509	14%	15%
American Job Center - Tiptonville * NEW *	7	10	24	21	0	0	0	1	9	3	40	35	4%	1%
AJC – NWTN Correctional Career Center * NEW *	0	1	0	0	0	0	0	0	0	0	0	1	0%	0%
American Job Center - Dyersburg * NEW *	193	783	121	346	11	28	0	19	31	119	356	1,295	34%	39%
American Job Center - Dresden * NEW *	11	47	44	66	0	0	1	5	53	105	109	223	10%	7%
American Job Center - Union City * NEW *	25	102	88	148	0	0	0	9	2	35	115	294	11%	9%
LWDA 12 000 Administrative Office * NEW *	2	14	0	0	0	0	0	0	0	0	2	14	0%	0%
LWIA/Office	WP		WIA		TAA		SNAP		Adult Education		ALL PRORAMS		% of NTWN	
Total:	2,039		1,525		43		77		726		4,410		1	

**Title I Participants Served
by Center
July 1, 2018 - June 30, 2019**

County	Adults	Dislocated	Youth	TOTAL
Benton	30	6	15	51
Carroll	48	9	17	74
Crockett	22	6	7	35
Dyer	365	31	71	467
Gibson	180	20	34	234
Henry	242	10	21	273
Lake	22	2	21	45
Obion	197	10	29	236
Weakley	89	12	9	110
TOTALS	1195	106	224	1525

Enrollment Summary by LWDA

Date Range 07/01/2018 - 06/30/2019

Local Area	Carry Forward	New Enrollment	Served	% Served
Southern Middle Tennessee	464	401	865	5%
Southwest Tennessee	305	984	1289	7%
Northeast Tennessee	908	429	1337	7%
Northwest Tennessee	470	1055	1525	8%
Upper Cumberland	710	860	1570	8%
Southeast Tennessee	820	1292	2112	11%
Greater Memphis	1128	1059	2187	12%
East Tennessee	1791	1679	3470	19%
Northern Middle Tennessee	1985	2290	4275	23%
Total	8581	10049	18630	100%

WIOA Targeted Population Summary

- State Region: West TN
 - LWIA/Region: Northwest Tennessee
 - Filter By Date: Active Date
 - Date Range: 6/1/2019 - 6/30/2019

Target Group	Total Enrolled	New Enrolled	Received Career Services	Received Training/ Educ Svcs	Total Exited	With Credent
Total	<u>1,182</u>	<u>43</u>	<u>749</u>	<u>632</u>	<u>1</u>	<u>187</u>
Gender						
Female	<u>532</u> 45.01%	<u>9</u> 20.93%	<u>417</u> 55.67%	<u>351</u> 55.54%	0	<u>106</u> 56.68%
Male	<u>650</u> 54.99%	<u>34</u> 79.07%	<u>332</u> 44.33%	<u>281</u> 44.46%	<u>1</u> 100.00%	<u>81</u> 43.32%
Age						
18 and Under	<u>71</u> 6.01%	<u>6</u> 13.95%	<u>71</u> 9.48%	<u>41</u> 6.49%	0	<u>17</u> 9.09%
19 to 24	<u>324</u> 27.41%	<u>12</u> 27.91%	<u>305</u> 40.72%	<u>243</u> 38.45%	0	<u>65</u> 34.76%
25 to 54	<u>669</u> 56.60%	<u>23</u> 53.49%	<u>354</u> 47.26%	<u>330</u> 52.22%	<u>1</u> 100.00%	<u>101</u> 54.01%
55 and Older	<u>118</u> 9.98%	<u>2</u> 4.65%	<u>19</u> 2.54%	<u>18</u> 2.85%	0	<u>4</u> 2.14%
Race/Ethnicity						
White	<u>928</u> 78.51%	<u>30</u> 69.77%	<u>550</u> 73.43%	<u>481</u> 76.11%	<u>1</u> 100.00%	<u>156</u> 83.42%
African American/Black	<u>232</u> 19.63%	<u>12</u> 27.91%	<u>199</u> 26.57%	<u>152</u> 24.05%	0	<u>32</u> 17.11%
American Indian/Alaskan Native	<u>9</u> 0.76%	0	<u>6</u> 0.80%	<u>5</u> 0.79%	0	<u>3</u> 1.60%
Asian	<u>2</u> 0.17%	0	<u>2</u> 0.27%	<u>2</u> 0.32%	0	<u>1</u> 0.53%
Hawaiian/Other Pacific Islander	<u>2</u> 0.17%	0	<u>1</u> 0.13%	<u>1</u> 0.16%	0	<u>1</u> 0.53%
Hispanic	<u>36</u> 3.05%	<u>1</u> 2.33%	<u>28</u> 3.74%	<u>21</u> 3.32%	0	<u>1</u> 0.53%
Educational Status						
In-school,H.S. or less	<u>3</u> 0.25%	0	<u>3</u> 0.40%	<u>3</u> 0.47%	0	<u>2</u> 1.07%
In-school,Post-H.S.	<u>80</u> 6.77%	0	<u>80</u> 10.68%	<u>79</u> 12.50%	0	<u>40</u> 21.39%
Not attending school,H.S. Dropout	<u>1</u> 0.08%	0	<u>1</u> 0.13%	0	0	0
Not attending school,H.S. Graduate	<u>83</u> 7.02%	0	<u>83</u> 11.08%	<u>72</u> 11.39%	0	<u>48</u> 25.67%
UC Status						
Eligible claimant not referred by WPRS	<u>6</u> 0.51%	0	<u>6</u> 0.80%	<u>5</u> 0.79%	0	0
Exhaustee	<u>4</u>	0	<u>4</u>	<u>4</u>	0	<u>2</u>

	0.34%		0.53%	0.63%		1.07%
Neither claimant or exhaustee	144	0	144	133	0	79
	12.18%		19.23%	21.04%		42.25%
Veteran						
All Veterans	52	2	18	18	0	6
	4.40%	4.65%	2.40%	2.85%		3.21%
Eligible Veteran Status	49	2	18	18	0	6
	4.15%	4.65%	2.40%	2.85%		3.21%
Other Eligible Person/Veteran Spouse	3	0	0	0	0	0
	0.25%					
Campaign Veteran	10	0	5	5	0	2
	0.85%		0.67%	0.79%		1.07%
Disabled Veteran	8	0	8	8	0	3
	0.68%		1.07%	1.27%		1.60%
Transitioning Service Member	1	0	1	1	0	0
	0.08%		0.13%	0.16%		
Recently Separated Veteran	3	0	3	3	0	1
	0.25%		0.40%	0.47%		0.53%
Active Duty Military Spouse	1	0	1	0	0	0
	0.08%		0.13%			
Barriers						
Total With Significant Barriers to Employment	780	33	667	551	1	170
	65.99%	76.74%	89.05%	87.18%	100.00%	90.91%
Individuals with Disability	49	2	48	32	0	5
	4.15%	4.65%	6.41%	5.06%		2.67%
Displaced Homemaker	3	0	3	3	0	1
	0.25%		0.40%	0.47%		0.53%
Underemployed	286	6	286	268	0	71
	24.20%	13.95%	38.18%	42.41%		37.97%
Dislocation Event	1	0	1	1	0	1
	0.08%		0.13%	0.16%		0.53%
Within 2 Years of Exhausting TANF	1	0	1	1	0	0
	0.08%		0.13%	0.16%		
Hawaiian Native	0	0	0	0	0	0
Single Parent	121	4	121	95	0	24
	10.24%	9.30%	16.15%	15.03%		12.83%
Facing Substantial Cultural Barriers	0	0	0	0	0	0
Eligible Migrant and Seasonal Farmworker	0	0	0	0	0	0
Meets Governors Special Barrier	0	0	0	0	0	0
English Language Learner	0	0	0	0	0	0

Basic Skills Deficient	3 0.25%	0	3 0.40%	3 0.47%	0	1 0.53%
Offender	112 9.48%	10 23.26%	112 14.95%	93 14.72%	1 100.00%	43 22.99%
Homeless	7 0.59%	0	7 0.93%	4 0.63%	0	2 1.07%
Runaway Youth	0	0	0	0	0	0
Foster Care (All)	3 0.25%	2 4.65%	3 0.40%	1 0.16%	0	1 0.53%
In Foster Care	0	0	0	0	0	0
Aged Out of Foster Care	3 0.25%	2 4.65%	3 0.40%	1 0.16%	0	1 0.53%
Pregnant or Parenting Youth	68 5.75%	2 4.65%	68 9.08%	42 6.65%	0	9 4.81%
Out of Home Placement	0	0	0	0	0	0
Eligible Under Section 477	0	0	0	0	0	0
Youth Requires Additional Assistance	75 6.35%	8 18.60%	75 10.01%	29 4.59%	0	11 5.88%
Long-Term Unemployed	171 14.47%	17 39.53%	156 20.83%	114 18.04%	0	38 20.32%
Public Assistance						
TANF	10 0.85%	0	10 1.34%	7 1.11%	0	4 2.14%
SNAP	184 15.57%	6 13.95%	184 24.57%	147 23.26%	0	45 24.06%
Social Security Disability Insurance (SSDI)	7 0.59%	0	7 0.93%	6 0.95%	0	0
Supplemental Security Income (SSI)	11 0.93%	1 2.33%	11 1.47%	5 0.79%	0	2 1.07%
General Assistance	1 0.08%	0	1 0.13%	1 0.16%	0	0
Living in the High Poverty Area	20 1.69%	0	20 2.67%	2 0.32%	0	0
Free or Reduced Lunch	8 0.68%	0	8 1.07%	2 0.32%	0	0
Low Income	621 52.54%	31 72.09%	621 82.91%	525 83.07%	1 100.00%	166 88.77%
Green Training						
Received Green Training	1 0.08%	0	1 0.13%	1 0.16%	0	0

Northwest Partner Referrals, May 2019

State ID	Title I	Title I (Youth)	Title II Adult Education	Title III WP	WFE	Veterans Service	Vocational Rehabilitation	Senior Community Service Employment	Date	County
7184						X			5/1/2019	Gibson
1708341			X						5/6/2019	Gibson
3888519		X							5/7/2019	Gibson
828742								X	5/16/2019	Gibson
2278940	X								5/16/2019	Gibson
3337956		X							5/13/2019	Gibson
929835			X					X	5/15/2019	Gibson
555695			X					X	5/6/2019	Gibson
2223413	X								5/22/2019	Gibson
2449127		X							5/14/2019	Gibson
330017	X								5/14/2019	Gibson
3962169		X							5/14/2019	Gibson
2987125								X	5/23/2019	Gibson
1441699								X	5/20/2019	Gibson
563956	X								5/10/2018	Weakley
2668654		X							5/14/2018	Weakley
3962628						X			5/16/2019	Henry
243489						X		X	5/21/2019	Henry
3960446				X					5/6/2019	Carroll
3961004							X		5/8/2019	Carroll
3961890				X					5/13/2019	Carroll
3962123				X					5/14/2019	Carroll
3964644				X					5/28/2019	Carroll
3965190				X					5/30/2019	Carroll
816476				X					5/31/2019	Dyer
3178320									5/29/2019	Dyer
2815717				X					5/23/2019	Dyer
2148631						X			5/24/2019	Dyer
Total	4	5	3	7	0	4	1	6	30	

Northwest Partner Referrals, June 2019

State ID	Title I	Title I (Youth)	Title II Adult Education	Title III WP	WFE	Veterans Service	Vocational Rehabilitation	Senior Community Service Employment	Date	County
3967747		X							6/12/2019	Gibson
1106650	X								6/19/2019	Gibson
2448018									6/5/2019	Gibson
570195									6/17/2019	Gibson
1055454									6/19/2019	Gibson
3962628						X			6/28/2019	Henry
1058952								X	6/26/2019	Henry
1058952						X			6/26/2019	Henry
3133515						X			6/4/2019	Weakley
3492091						X			6/5/2019	Weakley
1262162						X			6/23/2019	Weakley
1545678						X			6/27/2019	Weakley
3966022					X				6/3/2019	Carroll
3966029									6/4/2019	Carroll
3967681									6/12/2019	Carroll
1598470				X					6/5/2019	Dyer
415559	X								6/3/2019	Dyer
582318						X			6/3/2019	Dyer
Total	2	1	0	1	1	7	0	1	13	

Program Participant Co-Enrolled in Partner Programs

- Program: Title I - Workforce Development (WIOA)

- Region/LWIA: Northwest Tennessee

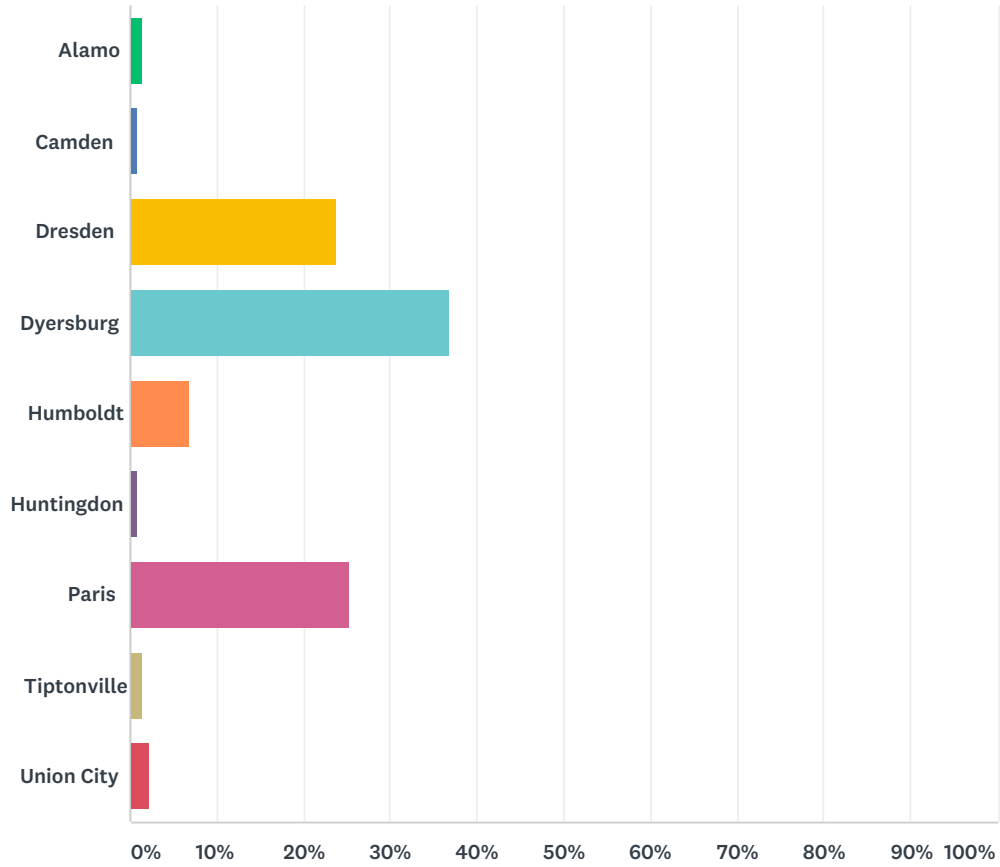
- Filter By Date: Participation Date

- Date Range: 6/1/2019 - 6/30/2019

State ID	Participation Date	Homeless Vet Reintegration Program	Adult Education	Vocational Education	Voc Rehab	Veterans Voc Rehab	SCSEP Program	SNAP Services	Other WIOA/ Non-WIOA Programs	Dev Disability Program	Mental Health Program
7184	06/03/2019	No	No	Yes	No	No	No	No	No	No	No
505957	06/28/2019	No	No	Yes	No	No	No	No	No	No	No
637368	06/28/2019	No	No	Yes	No	No	No	No	No	No	No
1249472	06/28/2019	No	No	Yes	No	No	No	No	No	No	No
1684074	06/06/2019	No	No	No	Yes	No	No	No	No	No	No
1706186	06/28/2019	No	No	Yes	No	No	No	No	No	No	No
1785635	06/28/2019	No	No	Yes	No	No	No	No	No	No	No
2157478	06/28/2019	No	No	Yes	No	No	No	No	No	No	No
2656579	06/28/2019	No	No	Yes	No	No	No	No	No	No	No
3106733	06/28/2019	No	No	Yes	No	No	No	No	No	No	No
3813984	06/28/2019	No	No	Yes	No	No	No	No	No	No	No
3970088	06/25/2019	No	No	No	Yes	No	No	No	No	No	No
3971191	06/28/2019	No	No	Yes	No	No	No	No	No	No	No
		0 of 13	0 of 13	11 of 13	2 of 13	0 of 13	0 of 13	0 of 13	0 of 13	0 of 13	0 of 13

Q1 Location visited?

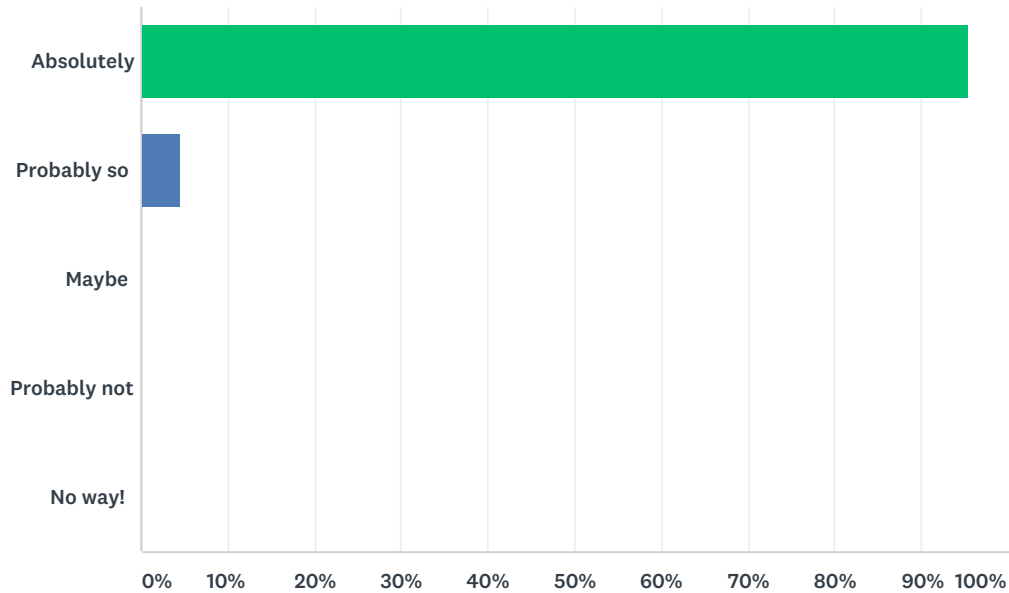
Answered: 130 Skipped: 0



ANSWER CHOICES	RESPONSES	
Alamo	1.54%	2
Camden	0.77%	1
Dresden	23.85%	31
Dyersburg	36.92%	48
Humboldt	6.92%	9
Huntingdon	0.77%	1
Paris	25.38%	33
Tiptonville	1.54%	2
Union City	2.31%	3
TOTAL		130

Q5 If you owned a business, would hire the person who assisted you today?

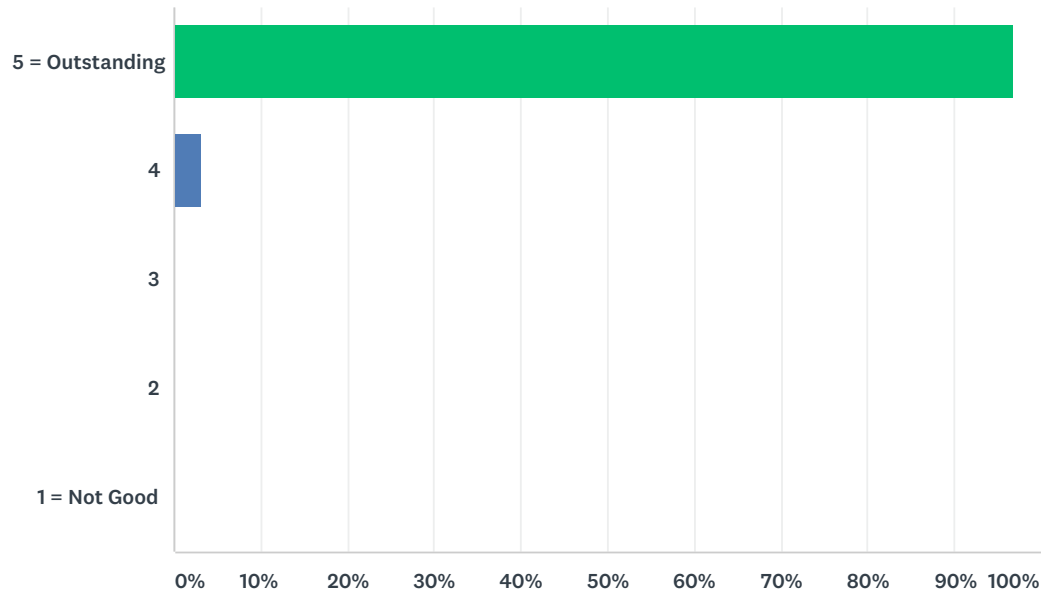
Answered: 130 Skipped: 0



ANSWER CHOICES	RESPONSES	
Absolutely	95.38%	124
Probably so	4.62%	6
Maybe	0.00%	0
Probably not	0.00%	0
No way!	0.00%	0
TOTAL		130

Q6 Please rank the quality of your visit today.

Answered: 130 Skipped: 0



ANSWER CHOICES	RESPONSES	
5 = Outstanding	96.92%	126
4	3.08%	4
3	0.00%	0
2	0.00%	0
1 = Not Good	0.00%	0
TOTAL		130

Services Provided Employer Report Total Employers

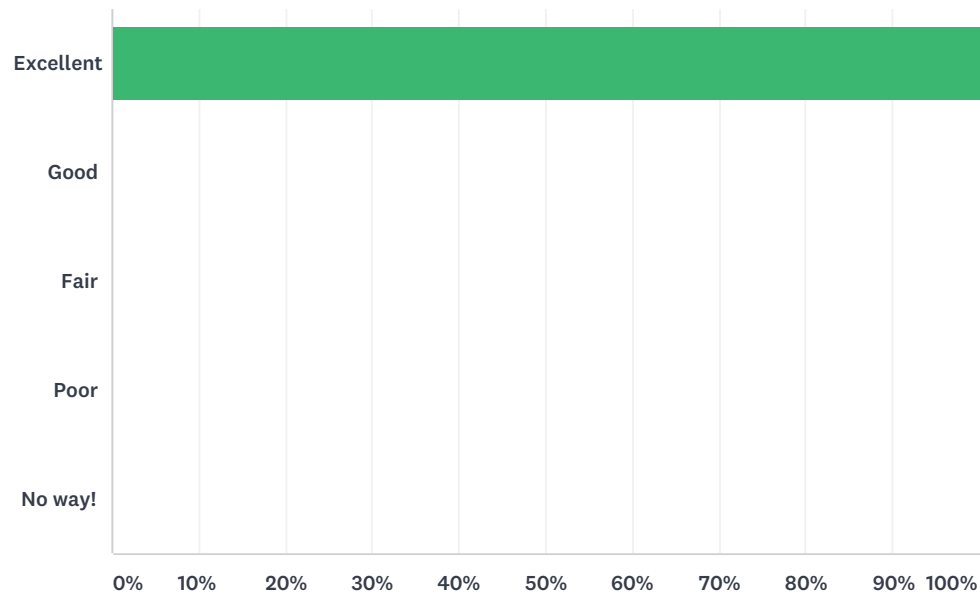
<u>Services</u>	<u>JULY</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>	<u>TOTAL</u>	<u>%</u>
E10-Employer Services Training			1		2	2	14	8		7	11	3	48	5%
E11-Employer Services Training-IWT			1	1	5		3	1		7	5	1	24	2%
E01-On-Site Visit Planning Layoff Response						16	2						18	2%
E92-Notification to employer of potential applicant	1			1	2				2		1	2	9	1%
E07-Promotional Call	6	9	3	14	6	5	13	16	8	37	16	5	138	14%
E06-Provided Canadidate Pre-Screening	7	11	2	3		4	4		5	1	1	3	41	4%
E05-Provided Detail Labor Market Study					2		1						3	0%
E02-Provided Job Fair Services	1	4		2	3	18	7	15	1	24	13	3	91	9%
E03-Provided Job Order Follow-Up/Assistance	10	13	4	6	1	22	9	6	10	27	6	3	117	12%
E04-Provided Recruitment Services	7	11	4	9	7	5	9	16	8	23	11	3	113	11%
E12-Rapid Response Services/Business Downsizing							2			2	1		5	0%
E90-Referred Qualified Applicants-Staff Assisted	13	15	6	8	4	7	6	6	14	8	5	7	99	10%
E08-Reviewed Resumes and Referred Eligible Individuals	26	29	19	10	14	15	15	21	30	16	10	14	219	22%
E09-Services to Untapped Targeted Demographic Groups			1	5		1	3	1		6	1	1	19	2%
E13-Tax Credits or Incentives for Employers (WOTC)							2	13					15	1%
E15-Strategic Planning/ECD with Employers										1			1	0%
E14-Workforcce Information for Employers	1		3	11	4	1	9	14	1	4	2		50	5%
Total Employers Served	72	92	44	70	50	96	99	117	79	163	83	45	1010	100%

Total Services

<u>Services</u>	<u>JULY</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>	<u>TOTAL</u>	<u>%</u>
E10-Employer Services Training			2		2	3	31	12		8	17	3	78	2%
E11-Employer Services Training-IWT			1	3	7		5	1		10	5	1	33	1%
E01-On-Site Visit Planning Layoff Response						16	2						18	0%
E92-Notification to employer of potential applicant	1			1	2				3		1	28	36	1%
E07-Promotional Call	6	9	4	16	6	6	18	16	11	40	20	5	157	4%
E06-Provided Canadidate Pre-Screening	8	12	2	4		4	4		6	1	1	3	45	1%
E05-Provided Detail Labor Market Study					2		2	15					19	0%
E02-Provided Job Fair Services	2	6		6	5	18	12	15	2	25	15	3	109	3%
E03-Provided Job Order Follow-Up/Assistance	12	16	4	7	1	22	18	6	13	39	9	3	150	4%
E04-Provided Recruitment Services	8	13	4	11	8	6	10	16	11	24	11	3	125	3%
E12-Rapid Response Services/Business Downsizing							3			2	3		8	0%
E90-Referred Qualified Applicants-Staff Assisted	43	141	10	54	18	26	49	35	143	39	13	10	581	15%
E08-Reviewed Resumes and Referred Eligible Individuals	119	104	101	128	141	126	127	192	461	567	216	124	2406	62%
E09-Services to Untapped Targeted Demographic Groups			1	5		1	4	1		7	1	1	21	1%
E13-Tax Credits or Incentives for Employers (WOTC)							2	13					15	0%
E15-Strategic Planning/ECD with Employers										1			1	0%
E14-Workforcce Information for Employers	2		3	12	4	1	10	14	1	4	2		53	1%
Total Services Provided	201	301	132	247	196	229	297	336	651	767	314	184	3855	100%

Q1 Please rate your level of satisfaction with the customer service you received.

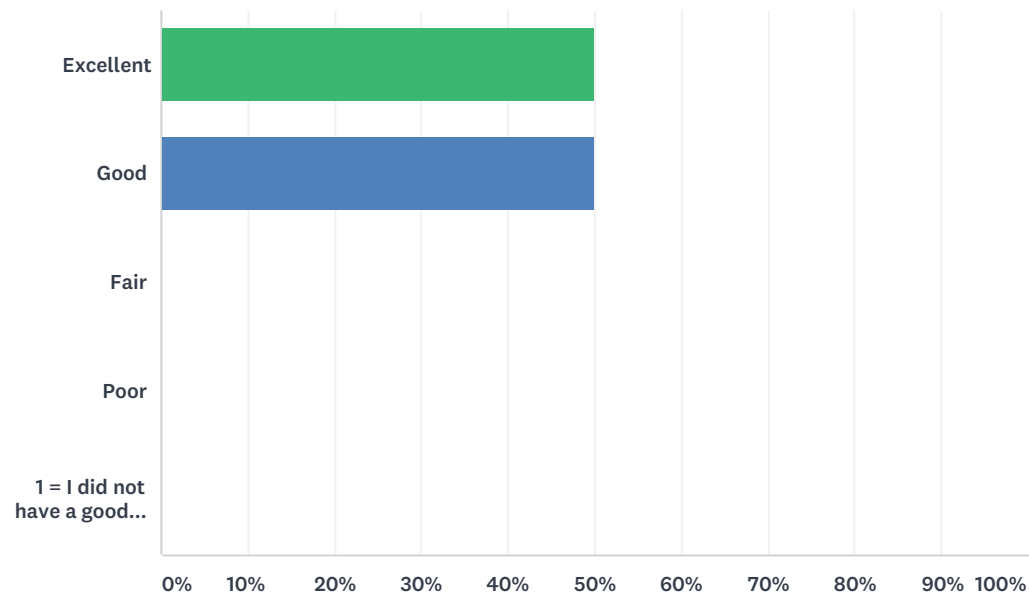
Answered: 2 Skipped: 0



ANSWER CHOICES	RESPONSES	
Excellent	100.00%	2
Good	0.00%	0
Fair	0.00%	0
Poor	0.00%	0
No way!	0.00%	0
TOTAL		2

Q3 Please rank the quality of the service you received.

Answered: 2 Skipped: 0



ANSWER CHOICES	RESPONSES	
Excellent	50.00%	1
Good	50.00%	1
Fair	0.00%	0
Poor	0.00%	0
1 = I did not have a good visit at all!	0.00%	0
TOTAL		2

Career Services Monthly Report

Connie Stewart

June 2019

Business Services:

April 2018: 18 Adult, 0 DW, 2 Youth

May 2018: 10 Adult, 0 DW, 2 Youth

June 2018: 18 Adult, 5 DW, 1 Youth

July 2018: 24 Adult, 1 DW, 3 Youth

August 2018: 6 Adult, 2 DW, 1 Youth

September 2018: 10 Adult, 2 DW, 1 Youth

October 2018: 10 Adult, 1 DW, 2 Youth

November 2018: 5 Adult, 1 DW, 1 Youth

December 2018: 8 Adult, 2 DW

January 2019: 11 Adults, 3 DW, 6 Youth

February 2019: 10 Adults, 2 DW, 0 Youth

March 2019: 6 Adult, 1 DW, 1 Youth

Employer	April			May			June		
	Adult	DW	Youth	Adult	DW	Youth	Adult	DW	Youth
Allergy Lab Solutions									
Ceco Doors	1	1		1	2				
Center Point Business Solutions									
Christian Professional									
City of Dyersburg	1	1					1		
ConAgra									
Cox Oil									
DANA									
Develey				1	1		2		
Discovery Park of America				1					
Eaton									
ECM				1	1	1	2		
Greenfield Products									
Hexpol							1		
Insourc Materials				1			1		
JD Distributors									
Maverick, Inc.									
MIA Seating									
NSK							2	1	1
PML	3						3		
Profile									
Quad Industries	1								
West TN Healthcare							2	1	
Total	6	2	0	5	4	1	11	2	1

Career Services Monthly Report

Connie Stewart

June 2019

Staff Training/Hiring:

Outreach Coordinator- No qualified applicants

Employment Specialist: Hired Employment Specialist for Humboldt, started 6/24/19

Interviews held for Career Advisor vacancy for Dresden / Paris

All partner staff meeting on 6/25/19

Youth Experience Goals:

Benton (Youth Goal: 5)	Carroll (Youth Goal: 10)	Crockett (Youth Goal: 5)	Dyer (Youth Goal: 20)	Gibson (Youth Goal: 18)	Henry (Youth Goal: 8)	Lake (Youth Goal: 5)	Obion (Youth Goal: 12)	Weakley (Youth Goal: 7)
5	4	4	12	2	0	8	8	1

Transitional Work Experience:

Benton	Carroll	Crockett	Dyer	Gibson	Henry	Lake	Obion	Weakley
1	0	0	7	3	0	0	0	0

Marketing during May / June:

6/4/19- met with Regional Director Julie Roberts and Administrator Amy Chadwick at AHC in Union City to discuss the work experience program. They have offices in 6 of our counties and would like to send us their potential hires for work experience. 6/25/19- sent a follow-up email to Julie Roberts and Amy Chadwick. Julie is still working on discussing our program with HR. Amy said she doesn't have a need this minute for any CNAs.

Training Enrollments 2018 / 2019:

March 2018 Totals: 8 Adult, 1 DW, 5 Youth

May 2018 Totals: 33 Adult, 3 DW, 4 Youth

April 2018 Totals: 44 Adult, 3 DW, 3 Youth

June 2018 Totals: 8 Adult, 1 DW, 1 Youth

Month	Adult	Dislocated Workers	Youth	Total
July	34	5	2	41
August	91	8	11	110
September	14	1	7	22
October	13	1	0	14
November	16	1	2	19
December	20	2	2	24
January	16	1	6	23
February	1	0	0	1
March	3	0	0	0
April	39	7	3	49
May	18	5	11	34
June	2	2	1	5
Total	267	33	45	342

Career Services Monthly Report

Connie Stewart

June 2019

RAMP:

Dyersburg- New class started on 6/3/19

Gibson- They started a class of eight (8) females on 4/29/19. One of the students was released unexpectedly on day two of the class, so they are down to seven (7) students.

REAP:

Students will be drug tested and we will purchase clothes/boots on July 1 when my credit card comes back on. The signed Amteck contract has been received.

A total of 11 students have been enrolled – 6 from Peabody High School and 5 from Dyer County High School. Three were enrolled as Adults, two as In-School Youth (ISY), five as Out-of-School Youth, and one as a 5% exception.

Justice Involved Youth:

- Cynthia Langford suggested to two (2) of her juvenile justice participants to come in and meet with Kelcey to participate in the work experience program. They both need to attend HiSet classes.
- Two youth with history of juvenile justice involvement will begin participating in the Pre-Electrical Apprenticeship program starting July 8, 2019.

BUSINESS SERVICE REPORT

On-the-Job Training - October 2018 - June 2019

Total Paid to Date: \$ 185,156.60

Company	Year-to-date Beginning 10-1-18	Completed Training	Did Not Complete	Percent Complete	Current in Training
City of Dyersburg	6	3	0	100%	3
Centerpoint	1	1	0	100%	0
Cox Oil	3	3	0	100%	0
Ford Construction	0	0	0		0
Develey Mustard	25	19	2	90%	4
Discovery Park	1	0	0		1
Hexpol	5	2	2	50%	1
JD Distributors	1	1	0	100%	0
Maverick, Inc.	0	0	0		0
NSK Steering	14	8	2	80%	4
Tennessee Tractor	0	0	0		0
West TN Healthcare	3	0	0		3
Twin Oaks Technology	0	0	0		0
Allergy Lab Solutions	5	5	0	100%	0
Ceco Door, AADG, Inc.	13	9	1	90%	3
Christian Professional Services	2	2	0	100%	0
DANA Sealing- Henry Co	11	11	0	100%	0
InSource Materials	6	2	2	50%	2
PML	28	22	3	88%	3
Profile Metals, Inc.	0	0	0		0
QUAD Industries, Inc.	1	1	0	100%	0
Total	125	89	12	88%	24

New contracts effective July 1 - City of Milan, County of Henry; pending contracts - United, LLC; Milan Box Co.; Pavement Restorations, Inc.; Dong-A USA Eaton; Ermco; Natural Gas Pipe; and Wells Pharmacy.

Incumbent Worker Training - October 2018 - June 2019

Contracts to date: \$ 282,629.75

Company	Proposed # To Train	Current # Trained	Percent Trained
Develey Mustard & Condiments	16	15	94%
Greenfield Products	10	12	120%
PolyOne	23	23	100%
Cox Oil	28	28	100%
Maverick	5	5	100%
Ermco, Inc.	80	76	95%
Firestone Industrial Products	21	20	95%
Choctaw Transportation Company	16	16	100%
KMI Group	5	5	100%
Cavalier Pharmacy	4	4	100%
Dyer Station Pharmacy	10	14	140%
Nortek	14	7	50%
Frazier Industries	7	16	229%
Tyson	60	27	45%
Brad Russom Motor dba Carstar Russoms	8	8	100%
Develey Mustard & Condiments #2	5	5	100%
NSK Steering Systems, Inc.	5	0	0%
Ceco Door / AAGD, Inc.	10	10	100%
Institutional Casework #1	38	31	82%
Institutional Casework #2	165	147	89%
United Ammunition Container, Inc	12	6	50%
Tri County Publishing	6	6	100%
Dana Sealing Products, LLC	64	61	95%
Carroll Bank & Trust	2	2	100%
Nobel Automotive	37	20	54%
Total	530	469	88%

Note: Companies have until mid-August to complete training

Recruitment Events/Job Fairs/Hiring Events - January 2019 - June 2019

Prior Events Reported - January 2019 - March 2019

Regional Skilled Trades Fair - Carroll; West TN State Penitentiary - Dyer; Staffmark Covington - Dyer; TN Department of Corrections - Obion & Dyer; PPL - Obion; Tyson - Obion;	January
Talent Force - Benton; DANA Sealing - Henry; Nortex - Dyer; Tyson - Obion	February
Transitions Career Fair - Gibson; Centerpoint Lake	March

Current Quarter Events - April 2019 - June 2019

Company	When	Where	Comments
Manpower	Weekly	Dresden	re-occurring

Nortek	4/4/2019	Dyersburg	Virtual Recruitment event Facebook
Senior Solutions, LLC	4/15/2019	Paris	Employer location;
Heco Rapid Response On-site	4/16/2019	Dyersburg	Employer Location; Moblie Coach; resume writing
Hobbs Bonded Fiber, Rapid Response	5/30/2019	Trenton	Employer Location
Tennessee Tractor	5/30/2019	Trenton	Employer location; Mobile Coach, Facebook Live event
Tennessee Tractor	5/31/2019	Dyersbug	Employer location; Mobile Coach, Facebook Live
Tyson -Mobile Coach Municipal Building	6/4/2019	Union City	Municipal Building; Mobile Coach; Facebook Live
Blue Bell	6/13/2019	Union City AJC	AJC; On-site interviews
Frazier Industrial	6/19/2019	Union City AJC	AJC; Facebook Live event, Facebook posting
MSHN Enterprises	6/19/2019	Union City AJC	AJC; Facebook Live event, Facebook posting
Census2020	Multiple June dates	Humboldt & Dresden	AJC; walk-ins recruited

Pending Events Scheduled - July 2019 - September 2019

MacLean Power Systems	7-1-19 to 7-2-19	Gibson	Employer Location; Job Fair
PicSweet	7/18/2019	Crockett	Virtual Recruitment Event
Multiple Employers	8/22/2019	All Counties (Carroll)	Regional Healthcare Job Fair
Multiple Employers	9-9-19 to 9-13-19	Henry	Mobile Coach Tour
Multiple Employers	9-23-19 to 9-24-19	Madison (Civic Center)	Mega Regional Job Fair NW/SW/GM

Pre-Apprenticeship/Apprenticeships

Company	When	Where
Amteck REAP	7-8-19 to 7-19-19	Dyersburg Amteck - 10 students enrolled in pre-apprenticeship
Amteck Shock & Awe!	4/20/2019	Dyersburg Amteck
Amteck Showcases	1-19-19 to 4-18-10	High Schools - Milan, Trenton Peabody, Dyer County, Gibson County, South Gibson, Obion Central, South Fulton, Dyersburg, Lake County

Coordination meeting with Telephone Switching, Inc., - Milan and USDOL to start apprenticeship

Rapid Response

Company	Comments
Hobbs Bonded Fiber	Conducted initial and mass meetings; job fair hosted on-site; company closed 6-30-19.
Caterpillar	Multi-Employer Job Fair held onsite
Heckethorn	Preliminary meetings Jan-March; April Mobile Coach Resume Writing (3 days); On-site Job Fair.

Economic Development/Labor Market Information

EMSI reports produced for:	Greater Gibson County Chamber of Commerce (5)
	Gibson County Special School District
	Weakley County Industrial Development Board- Project Fulcrum
	Carroll County Mayor Joseph Butler (2)
	Obion County Joint Economic Development Board (2)
	PictSweet (wage comparison by Region)
	Henry County Chamber of Commerce
	Benton County Mayor Brett Lashlee
	Allergy Lab Solutions, LLC - wage comparison for West TN
	Crockett County Chamber - Crockett Schools - Building Trades data
	Lake County Nursing Home
	Crockett County Chamber
	Develey (wage by various occupations)
	Lake County Chamber of Commerce -Project NOLA and Project Sonic

Presentations and Speaking Engagements

Paris TN	2/18/2019	JSCC/Bethel Pathways signing
Humboldt TN	2/21/2019	Gibson County HR Director Forum
Martin TN	2/28/2019	Grant Info Session for SBDC Clients
Huntingdon, TN	4/2/2019	Huntingdon Lions Club
Milan HS - Session 1	3/12/2019	No Excuses Tours-
Rutherford TN	3/18/2019	Rutherford City Council
Trenton TN	4/10/2019	Gibson County Workforce Seminar
Union City, TN	3/19/2019	Obion County Chamber VIBE
Alamo, TN	3/15/19 & 3/18/19	Crockett Co. Chamber/Better Than Logs
Tiptonville, TN	4/8/2019	Lake County Chamber - Industry Prospect (2)
Dyersburg, TN	4/23/2019	SHRM Meeting Speaker
McKenzie, TN	5/7/2019	McKenzie Rotary Club
Dyersburg, TN	5/7/2019	Small Business Forum Speaker(s)
Huntingdon, TN	5/19/2019	Small Business Forum Speaker(s)
Gleason, TN	6/10/2019	Gleason Rotary Club
Milan, TN	6/11/2019	Milan City Council
Milan, TN	6/26/2019	Gibson County RAMP/Orchard House Lunch & Learn

Business Service Representatives continuously meet with individual employers and employer related organizations to share services.

Business Service Representatives are providing job placement support for the youth and transitional work experience program.

Funding Criteria for Licensed Occupations

Clients being considered for licensed professional occupational training should have good prospects for finding and keeping employment in the field. Based on research of area employers, the following conditions must be met for a client to be considered for financial assistance for any unmet need for occupations that require licensure prior to employment in the field.

All Licensure Occupations:

1. No felony convictions for any crime in the ~~past ten (10)~~ five (5) years. The ~~past ten (10)~~ five (5) is calculated from the date they were convicted of the crime. To check for felony convictions AJC Staff must check the Tennessee Bureau of Investigation Felony Offender Search website - <https://apps.tn.gov/foil/search.jsp>.
2. No DUI convictions in the past ten (10) years.
3. No sex offender registration within the last ten (10) years. To check for sex offender registry status WIOA Staff must check the National Sex Offender Search website - <https://www.nsopw.gov/en-US>.

If the conviction ~~did not~~ occurred in the most recent ~~10~~ 5 years, an appeal must be filed with the Career Service Provider for consideration for funding **in order to evaluate the impact of the conviction on employment opportunities in the selected occupation / field. Applicants must supply a pre-hire letter with their appeal.**

Truck Driving Specific Requirements

1. The applicant must supply a **valid** Medical Examiner's Certificate of a DOT Physical (**currently valid for a maximum of two years**) and proof of drug screen, ~~both~~ performed no more than thirty (30) days prior to date of WIOA eligibility.
2. The applicant must supply a copy of a Motor Vehicle Report (MVR) that is no more than ten (10) days prior to the date of WIOA eligibility.
3. Driver's license must not have been suspended or revoked in the last three (3) years.
4. No reckless or careless driving violation within the last three (3) years.
5. No more than three (3) moving violations in the last three (3) years.
6. No more than one (1) "at fault" accidents in the last three (3) years.

Input from Truck Driving Schools

	TCAT Jackson	Road Runner	Drive Train
Drug Screen		Accepts our 10 day policy	Completed during training
DOT Physical	DOT physical is good for 2 years max	2 years, unless insulin dependent (then it's 6 months)	2 years, unless insulin dependent (then it's 6 months)
DUI / Driving Record	- No DUI / DWI in the past 10 years - No more than 2 speeding tickets in last 5 years		
Felonies	- Can typically find employment with a felony if it is 5 years or more - Case by case, depends on the felony, possession is not looked at like a DUI. - As long as the felony won't affect insurance rates, employers don't care for the most part. - Drug and sex offenses are the biggest issues.	Sent list of companies hiring felons with 5, 7, and 10 year old felony convictions	5 years - Also depends on the felony - Prefer they not be on probation but will accept pre-hire letters / probation approval
Sex Offenders	Difficult to place in employment		

Felons with convictions that are 10 years old or more:

Swift Transportation (offers driver training)
J.B. Hunt
Shaffer Trucking
TMC Transport
Crete Carrier
Dick Lavy Trucking
CR England
Celadon (offers truck driver training)
Dutch Maid Logistics
Hunt Transportation (12 months experience required)
JBS Carriers (12 months experience required)

Felons with convictions that are 7 years old or more:

Roehl Transport (offers truck driver training)
Melton Truck Lines
Stevens Transport
PGT Trucking
Falcon Transport (6 months experience required)
Knight Transportation
Tango Transport
Barr-Nunn Transportation (12 months experience required)
Groendyke Transport (TX, OK, LA Only)
Interstate Distributor Co.

Felons with convictions that are 5 years old or more:

Boyd Brothers
Western express
Transway Inc.
TransAm Trucking
Paschall Truck Lines
Carolina Cargo
DeBoer Trucking Company
Florilli Transportation (12 months experience required)

Trucking companies that hire felons on a case by case basis:

Werner Enterprises
Navajo Express (No felonies in past 10 years)
Millis Transfer (offers truck driver training)
Conway (XPO) – (Local and OTR – some jobs don't require BG check)
FFE (offers training)
Carolina Cargo
Schneider National (offers truck driver training)
E.W Wylie
Prime Inc. (offers truck driver training)
USA Truck (offers truck driver training)
Maverick Transportation
US Express
Tyson Foods (offers truck driver training)
Covenant Transport
Cardinal Logistics
Freymler (6 months experience required)
Hirschbach (6 months experience required)
J & R Schugel
LCT Transportation