

**Southwest TN Workforce Board
American Job Center Committee**

Thursday, August 7th, 2025– 9:00 a.m.

American Job Center
1124 Whitehall St., Jackson

[Zoom Meeting ID: 852 1341 1589](#)

Passcode: 968451

Chair – Linda Beaulieu

Vice Chair – Christina Rhea

Agenda

1. Welcome and Call to Order Linda Beaulieu, Chair
 - a. Opportunity for Public Comment (limit of three minutes per speaker)
2. Review and Approval of Minutes of 5/8/2025 Meeting (**Vote Required**) Linda Beaulieu
3. American Job Center Services Report Erica Nance, One-Stop Operator
4. Career & Training Services Report Kena Hamm, CSP Director of Program Services
5. Business Services Report Ginger Powell, Deputy Director
6. Grievance & Complaint Resolution Policy (**Vote Required**) Ariel McGahey, Director of Operations
7. Veterans & Eligible Spouse Priority of Service Policy (**Vote Required**) Ariel McGahey
8. In-Demand Occupations List (**Vote Required**) Jennifer Bane, Executive Director
9. LFPR Strategic Priorities – Employee Empowerment Jennifer Bane
Ensure that workers have a meaningful voice. Enable workers to contribute to decisions about their work, how it is performed, and organizational direction.
 - a. Effective and innovative strategies?
 - b. Specific opportunities for target populations / underserved communities?
 - c. What can / should the Board and AJCs do to assist with these items?
10. Other Business All

Future Meeting Dates & Upcoming Events

Meeting / Event	Date and Time	Location
State Workforce Board Meeting	August 22 nd , 8:30am – 12pm	Nashville / YouTube
Virtually Speaking Webinar	September 4 th , 9:00 am	Zoom
Southwest TN Workforce Board Meeting	September 11 th , 11:00 am	Jackson AJC / Zoom
Remaining 2025 Committee Meetings	9:00 am on Thursday, November 6 th	Jackson AJC/ Zoom
Remaining 2025 Board Meeting Dates	10:00 am on Thursday, Dec. 2 nd (with Northwest)	TBD / Zoom

**Southwest TN Workforce Board
Executive Committee**

August 7, 2025 – **10:15 a.m.**

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1124 Whitehall St., Jackson

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Agenda

- Welcome and Call to Order Gem Bell, Chair
- Opportunity for Public Comment (limit of three minutes per speaker)
- Review and Approval of Minutes of 5/8/2025 Meeting (**Vote Required**) Gem Bell
- Facilities and Technology Report LeAnn Lundberg, Director of Facilities & Computer Services
- Performance & Compliance Report Laura Speer, Director of Performance & Compliance
- Quarterly Complaint Logs Update
 - Monitoring Status Report
 - Data Validation Update
 - Local Performance – Estimated PY 24 Q3 Results
- Budget & Administration Report Gina Johnson, Director of Finance & Admin. Services
- Financial Status Report Jennifer Bane, Executive Director
 - Program Year 2024 Budget Update Jennifer Bane
 - Program Year 2025 Budget Update
- Program Oversight Report Ariel McGahey, Director of Operations
- Proposed AJC Schedule Changes (**Vote Required**)
 - Career Service Provider (CSP) Performance
 - One-Stop Operator (OSO) Performance
 - Monitoring Policy Changes (**Vote Required**)
 - MPCR Policy Changes (**Vote Required**)
- Other Business All

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

Thursday, August 7, 2025 – 11:00 a.m.

American Job Center
1124 Whitehall St., Jackson

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Chair – Joe Stephens

Vice Chair – OPEN

Agenda

1. Welcome and Call to Order Joe Stephens, Chair
 - a. Opportunity for Public Comment (limit of three minutes per speaker)
2. Election of Committee Vice-Chair **(Vote Required)** Joe Stephens
3. Review and Approval of Minutes of 5/8/25 Meeting **(Vote Required)** Joe Stephens
4. Target Populations Reports
 - a. Youth Services Report Kena Hamm, CSP Director of Program Services
 - o Youth Participant / Parent Report
 - b. Adult Education (AE) Report Stewart Stanfill, AE Program Director
 - c. Vocational Rehabilitation Report Ashley Roberts, Regional Supervisor
5. Talent Pipelines Report Ginger Powell, Deputy Director
6. ETPL Report Laura Speer, Director of Performance & Compliance
 - a. Program Renewals – Local ETPL **(Vote Required)**
 - b. Program Renewals – State ETPL **(Vote Required)**
 - c. New Program Applications
 - TCAT Jackson: Part-Time Welding, Part-Time LPN, Full-Time Farming Operations Technology **(Vote Required)**
7. LFPR Strategic Priorities – Employee Empowerment Jennifer Bane, Executive Director
Ensure that workers have a meaningful voice. Enable workers to contribute to decisions about their work, how it is performed, and organizational direction.
 - a. Effective and innovative strategies?
 - b. Specific opportunities for target populations / underserved communities?
 - c. What can / should the Board and AJCs do to assist with these items?
8. Other Business All
 - a. Nominations for Board Secretary

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