

SOUTHEAST TENNESSEE LOCAL WORKFORCE DEVELOPMENT BOARD
Minutes of the Southeast Tennessee Local Workforce Development Board
Chattanooga State Community College
4501 Amnicola Hwy, Chattanooga TN 37406
December 7, 2021 | 10:00 a.m. EST

Board members present were Board Chair John Proffitt, Crystal Renner, Jason Hobbs, Freiderike Ebner, Ethan Loyd, Marshall Graves, Carri Smith, Tim Fowler, Leslie Travis, Irene Hillman, Patricia Weaver, Rebecca Ashford, Jennifer Thacker, Karen Buff and Chris Kleehammer proxy for Nathan Smith.

Staff attending were Beth Jones, Chuck Hammonds, Jim McClure, Michele Holt, Autumn Derrick, Beth Keylon, and Don Kellerman.

Other guest in attendance were State Representative Robin Smith, County Executive Keith Cartwright, Mayor Doug Collins, Mayor Gary Davis, Mayor John Gentry, Mayor David Jackson, Mayor Bill James, Mayor Clint Huth, Mayor Gregg Ridley, Erskine Oglesby, Jennifer Eppley and Patricia Molina.

Call to Order

John Proffitt, Board Chair, called the meeting to order at 10: 03 AM. Chairman Proffitt then asked all State Representatives and Local Elected officials in attendance to introduce themselves. After a brief introduction of all representatives and elected officials, Chairman Proffitt called on Michele Holt to briefly introduce the new board members. Ms. Holt introduced Evann Freeman with EPB, Jason Hobbs with McKee Foods, and TNDOL Southeast Regional Director, Jennifer Thacker.

Roll Call

Chairman Proffitt called on Beth Keylon to give roll call and Michele Holt declared a quorum was present.

Approval of the Minutes

Mr. Proffitt called for a motion to approve the minutes of the September 8, 2021, meeting. The minutes were unanimously approved.

Chairman Proffitt then called on Dr. Rebecca Ashford with Chattanooga State Community College to welcome everyone to the campus. She noted that Chattanooga State will be celebrating their graduates on Friday, December 10th, 2021, and they have also recently celebrated an 80% graduation rate for the Skill Up program. She noted the hope of expanding the Chattanooga State Transportation program as well as create a Logistics Associates Degree that will start in the fall semester of 2022. Lastly, she added that Chattanooga State was awarded a GIVE 2.0 grant in the amount of \$1M to enhance Cybersecurity, Automotive, and Welding Instruction programs. This will also afford more secondary students the opportunity to take college classes in high school and enter the workforce more quickly.

Administrative Reports

Financial Reports

Chairman Proffitt called on Don Kellerman to present Budget Amendment 2. Mr. Kellerman noted the changes included an adjustment of carryover funding after the September 30, 2021, closeouts, and an increase in formula funding provided after the initial Notice of Obligation. The total budget increase is \$182,503. Budget Amendment 2 was unanimously approved on a motion made by Rebecca Ashford and a second by Marshall Graves.

Mr. Kellerman continued to the Statements of Revenues and Expenses for the month of October. Although we are reporting to be at 30% expended, he noted we should be around 33% expended. The only item exceeding the budget is line item #8- Dues and Subscriptions at 53% due to most dues and subscriptions being paid at the beginning of the year.

Turning to the second page, Mr. Kellerman noted line items 1-10 are our carry over funds from PY 2021, and line items 14-23 are the current year funding which consist of money from partial program year and fiscal year funds.

He continued to state we are currently reporting 22% in Work Experience expenditures for the youth program which has a requirement of 20%. With that, everything else has no significant changes. Lastly, he noted that the Minimum Participant Cost Rate is currently at 50% which has a goal of 40% for the local area.

With no other questions, the financial report for the month of October 2021 was unanimously approved as presented on a motion made by Ethan Loyd and a second by Marshall Graves.

Director's Report

Chairman Proffitt called on Michele Holt to provide the Directors Report. Ms. Holt reported a new company Novonix, which is a battery supplier for electric vehicles, recently announced the addition of 300 jobs that will offer family sustaining wages in high skill high demand jobs. She noted the presence of Novonix in Chattanooga will help alleviate supply chain issues for Electric Vehicle manufacturers who currently source graphite anode materials from China and other parts of Asia.

She continued to note that not only would Chattanooga State be receiving the GIVE 2.0 grant funds, but Cleveland State would also receive funding of \$941,000 to expand their Advanced Technology Institute programs for Mechanical, Electrical and Plumbing. Ms. Holt made note of an Apprenticeship Training Grant announced by TDLWD to provide funding opportunities for the local area for apprenticeship activities. This funding can be utilized to support first- and second-year apprentices as well as pre-apprentices. The local area requested approximately \$78k but the final award was just over \$62k. She mentioned TDLWD has made an announcement of a plan to release additional funding to support Incumbent Worker Training (IWT) and On-the-Job Training (OJT) for layoff aversion activities. The amount for this award should be released soon. Lastly, she noted a Youth Services Request for Proposal (RFP) was released recently, however, no letters of intent were received. The Youth Committee will revisit this at the next meeting.

Grant Opportunities

Chairman Proffitt called on Autumn Derrick to give a presentation on grant opportunities in the Southeast. Ms. Derrick reported on three funding opportunities that are currently being explored: TANF Opportunity Pilot Planning Grant, EDA's Build Back Better, and EDA's Good Jobs Challenge. She reported that TANF received proposals from around 80 applicants with 47 determined eligible. The state has indicated that 18 awards are anticipated. This grant will come in two phases with the first being a planning grant that can be awarded for up to \$500,000. In phase two of the grant, there will be a selection of six pilots and a maximum of two from each grand division. This funding will start in 2022 and end in 2025. She noted the SETD submitted the Prosperity for All project that included consulting with Scott Miller, founder of Circles USA, and Jeannie Chaffin, presidential appointee to the Department of Health and Human Services in the Obama administration, both with expertise on moving from poverty management to poverty alleviation. Lastly, she noted with the project's focus was to end the dependence on the safety net. She continued to note that there will be four anchor partners that will help focus on the urban and rural areas. If awarded, the proposal will be due by the spring with the implementation in late 2022.

She then advised that SETD submitted a DRIVE 2.0 application to EDA's Build Back Better with a focus on transition to Electric Vehicles. This grant is focused on advancing equity, building better jobs, accelerating the recovery from the pandemic, and building economic resilience. She noted that this could be a \$25 million to opportunity with coal communities eligible for up to \$75 million. Phase 1 grants will be announced in December with 50-60 technical assistance grants awarded. Of those, 20-30 will be selected for the implementation projects to be awarded in September 2022 with a projected completion of May 2027.

Ms. Derrick finished with an overview of the Good Jobs Challenge grant opportunity. This grant is a \$500 million opportunity that focuses on economic development and establishing regional workforce training systems. The Good Jobs Challenge is anticipated to award 25-50 projects between \$5 million-\$25 million each. She noted the submission deadline is January 26, 2022 and awards notifications are expected in July. This grant performance period is expected to through May 2027.

Committee Reports

Chairman Proffitt reminded board members that all committee meeting minutes and materials for committees were provided for review prior to the meeting.

Chairman Proffitt called for a motion to approve the minutes from the Operations Committee on November 16, 2021, Opportunities Committee on November 19, 2021, and the Youth Committee on October 21, 2021. After reviewing the minutes were approved unanimously on a motion from Rebecca Ashford and a second from Carri Smith.

One Stop Operator Report

Chairman Proffitt called on the One Stop Operator to give the report. Jennifer Eppley introduced the new One Stop Operator, Patricia Molina. After a brief introduction, Ms. Molina reported 482 job seekers were in attendance in the September-November job fairs. She noted Vocational Rehabilitation held a virtual event for National Disabilities Employment Awareness month.

Ms. Molina advised that the first cohort for EMPACT program began in October in coordination with the City of Chattanooga's office of Family Empowerment and Chattanooga State. The training will assist individuals in obtaining an industry recognized certification in Google IT and finding self-sufficient employment. She reported that 10 individuals successfully entered Google IT training at Chattanooga State and all ten are on track to finish in December, noting that some have already received the credential.

Adult Education Re-Entry

Chairman Proffitt called on Latoya Newson and Leslie Travis to give a brief presentation on Adult Education's reentry pilot program. Mr. Travis noted in the past Adult Education has provided many people with the ability to get a diploma, however by expanding the services to the re-entry program, Adult Education can give incarcerated or recently released individuals the ability to be prepared for the workforce.

Ms. Newson then made note of Project REAP which places APDS tablets that prepares justice involved individuals with technology for reentry and successful employment. The tablets have been placed in three counties in the state, including Grundy. She stated 97% of incarcerated individuals will come home. Within three years, 50% of those individuals will return to jail, and recidivism rates relate to the individual's ability to find a job. Around 70 million people in America have some sort of criminal background so to assist with this, Adult Education can provide them with the opportunity to succeed by using Project REAP. Ms. Newson made note that Grundy County, along with other counties around Tennessee, has utilized this project to teach incarcerated individuals how to be a part of the community by offering them all adult education programs, rehabilitation, ready to work credentials, live classroom options, and professional development on a WIFI

tablet designed to be used specifically for this program. The pilot has served 122 participants, administered 336 behavioral tools, and offered access to 315 library books that were read by inmates.

After some questions, Ms. Newson noted that an anticipated statewide release of this program is being considered with 10,000 tablets to be dispersed across the state of Tennessee if approved.

Election of Officers for 2022-2024

Chairman Proffitt reported that the Nominating Committee was appointed in the September meeting. With Carri Smith agreeing to serve as Chair, that will leave vacant positions of Vice Chair and Secretary/Treasurer. He called on Ethan Loyd to give the nominating committee report. Mr. Loyd reported the Nominating Committee meet virtually on November 9, 2021, to bring forth a slate of officers to serve for the 2022-2023 term. The committee reviewed all eligible members of the board of directors and the bylaws concerning the nomination process. He reported that after some discussion the committee moved to bring forth the following nominations: Carri Smith, Chair; Marshall Graves, Vice Chair; Crystal Renner, Secretary/Treasurer.

With nothing else to report, Chairman Proffitt called for nominations from the floor. Hearing none, the nominations then closed. The nominations were approved unanimously on a motion made by Patty Weaver and a second made by Leslie Travis.

Other Business

Chairman Proffitt then called for Carri Smith to close the meeting. Beth Jones encouraged all members to stay for the SETD Board meeting that followed.

With no other business, the board meeting was adjourned by unanimous consent after a motion by Ethan Loyd and a second by Marshall Graves at 11:05 AM.

Respectfully submitted,

Carri Smith

Secretary/Treasurer

Southeast Tennessee Local Workforce Development Board Roster

Attendance3 /9/2022	Board Member Name	County of Residence	Date Certified by TDLWD	Organization Member Represents	Special Requirement	Term of Appointment	Conflict of Interest Begin Date	Conflict of Interest End Date	Nominator's Name	Organization Nominator Represents	Executive Committee Member (*)	Total Percentage of Board	Board Numbers
Business Representation (Group A)													
	Brian Cooksey	Marion/Meigs	1/28/2019	Shaw Industries Group, Inc.	Business	11/2020-11/2022	10/4/2021	10/4/2022	Kathy Tierney	Marion County Chamber of Commerce			1
	Anne Ervin	Hamilton	1/28/2019	Healthcare Corporation of America	Business	11/2020-11/2022	10/4/2021	10/4/2022	Christy Gillenwater	Chattanooga Chamber of Commerce			1
	Evann Freeman	Hamilton	12/3/2021	EPB	Business	11/2021 - 11/2023	11/1/2021	11/1/2022	Christy Gillenwater	Chattanooga Chamber of Commerce	✓		1
	Harley Grant	Hamilton	9/17/2018	Applied Thermal Coatings	Business	N/A	10/21/2021	10/21/2022	Bill Kilbride	Chattanooga Chamber of Commerce			1
x	Crystal Renner	Bradley	9/30/2019	Mueller	Business	8/2021 to 8/2023	10/19/2021	10/19/2022	Mayor Gary Davis	Bradley County Mayor	✓		1
x	Jason Hobbs	Hamilton	12/3/2021	McKee Foods Corporation	Business	11/2020 to 11/2023	11/1/2021	11/1/2022	Christy Gillenwater	Chattanooga Chamber of Commerce			1
x	Julie Hoover	Hamilton	1/28/2019	Miller Industries	Business	11/2020 to 11/2022	10/12/2021	10/12/2022	Christy Gillenwater	Chattanooga Chamber of Commerce			1
	David Hopkins	Polk	9/17/2018	AngioSystems, Inc.	Business	N/A	10/11/2021	10/11/2022	Adrian Lambert	Polk County Chamber of Commerce			1
x	Freiderike Ebner	Hamilton	12/12/2019	Volkswagon Group of America	Business	11/2021 - 11/2023	9/30/2021	9/30/2022	Christy Gillenwater	Chattanooga Chamber of Commerce			1
x	Ethan Loyd	Bledsoe	8/1/2020	Bledsoe Telephone Cooperative	Business	08/2020 to 08/2022	8/19/2021	8/19/2022	Mayor Gregg Ridley	Bledsoe County Mayor			1
	Marshall Graves	Grundy	9/30/2019	Stone Door Group	Business	7/2020 to 7/2022	7/31/2021	7/31/2022	Mayor Michael Brady	Grundy County Mayor	✓		1
x	John Proffit	McMinn	9/17/2018	Advanced Energy Solutions	Business	N/A	12/7/2021	12/7/2022	Rob Preston	Athens Area Chamber of Commerce	✓		1
x	Shannon Russo	Bradley	1/28/2019	Whirlpool	Business	11/2020 to 11/2022	10/11/2021	10/11/2022	Gary Farlow	Cleveland Bradley Chamber			1
x	Carrin Smith -Board Chair-	Marion	9/17/2018	Valmont Industries	Business	N/A	11/12/2021	11/12/2022	Beth Hipp	Valmont General Manager	✓		1
												50%	14
Labor Representation (Group B)													
	Logan Taylor	Hamilton	12/12/2019	Y.B. Normal?	Labor	11/2021 - 11/2023	10/1/2021	10/1/2022	Diane Parks	Chattanooga Chamber of Commerce			1
x	Tim Fowler-Proxy-Freddie Combs	Hamilton	1/28/2018	IBEW Local 175	Apprenticeship/Training	11/2020 to 11/2022	10/1/2021	10/1/2022	Gary Watkins	Business Mgr, IBEW Local 175			1
	Jim Stailey	Hamilton		Chattanooga Goodwill Industries	Labor	7/2020 to 7/2022	6/1/2021	6/1/2022	Gena Weldon	Chattanooga Goodwill Industries			1
x	Josh Ewing	Hamilton	9/17/2018	UA Local 43	Labor	3/1/2022	3/1/2022	6/12/2021	Carl C. Evans	President UA Local 43			1
x	Candy Johnson	Hamilton	2/22/2021	Urban League of Chattanooga	Labor	01/2021 to 01/2023	1/1/2022	10/1/2023	Albert Waterhouse	Urban League of Chattanooga			1
x	Nathan Smith-Proxy-Chris Kleehammer	Sequatchie	4/21/2021	Southeast Tennessee Human Resource Agency	Labor	03/2021 to 03/2023	3/1/2021	3/1/2022	David Jackson	SETHRA			1
												21%	6
Education Representation (Group C)													
x	Leslie Travis	Rhea	9/17/2018	Tennessee Department of Labor and Workforce Development	Adult Education	N/A	10/2/2021	10/1/2022	Ian White	TDLWD - Adult Education			1
	Irene Hillman	Hamilton	9/17/2018	University of Tennessee Chattanooga	Higher Education	N/A	10/1/2021	10/1/2022	Chancellor Steven R. Angle	University of Tennessee Chattanooga			1
x	Patricia Weaver	Bradely	6/19/2019	Cleveland State Community College	Higher Education	11/2020-11/2022	10/1/2021	10/1/2022	Dr. William Seymour	Cleveland State Community College			1
x	P. Stewart Smith-Proxy- Barbara Brakebill	McMinn	1/28/2019	Tennessee College of Applied Technology	Higher Education	11/2020-11/2022	10/1/2021	10/1/2022	Chancellor Flora Tydings	Tennessee Board of Regents			1
	Rebecca Ashford	Hamilton	1/28/2019	Chattanooga State Community College	Higher Education	11/2020-11/2022	10/1/2021	10/1/2022	Chancellor Flora Tydings	Tennessee Board of Regents			1
												18%	5
Government and Community Development Representation (Group D)													
x	Jennifer Thacker	Hamilton	9/17/2018	Tennessee Department of Labor and Workforce Development	Wagner-Peyser	N/A	10/15/2021	10/14/2021	Deniece Thomas	TDLWD			1
x	Karen Buff	Hamilton	3/10/2020	Tennessee Department of Human Services	Vocational Rehabilitation	N/A	4/3/2021	4/4/2022	Paula Kinsley	TN Dept of Vocational Rehabilitation			1
x	Steve Hiatt	Hamilton		Chattanooga Chamber of Commerce	Community Development	02/2021-02/2023	12/1/2021	12/1/2022	Christy Gillenwater	Chattanooga Chamber			1
												11%	3
Other Representation (Group E)													
												0%	0