

| Southeast Tennessee Local Workforce Development Board Roster         |                             |                        |                            |   |                           |                     |                                    |                                  |                            |                                      |                                      |                              |                  |
|--|-----------------------------|------------------------|----------------------------|---|---------------------------|---------------------|------------------------------------|----------------------------------|----------------------------|--------------------------------------|--------------------------------------|------------------------------|------------------|
| Attendance<br>9/14/22  | Board Member Name           | County of Residence    | Date Certified<br>by TDLWD | Organization Member Represents                          | Special Requirement       | Term of Appointment | Conflict of Interest<br>Begin Date | Conflict of Interest<br>End Date | Nominator's Name           | Organization Nominator Represents    | Executive<br>Committee<br>Member (*) | Total Percentage<br>of Board | Board<br>Numbers |
| <b>Business Representation (Group A)</b>                             |                             |                        |                            |   |                           |                     |                                    |                                  |                            |                                      |                                      |                              |                  |
|  | 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                |
|  | Ray Smith                   | Hamilton               |                            | CHI Memorial  | Business                  | 08/2022 - 08/2024   | 8/25/2022                          | 8/25/2023                        | Christy Gillenwater        | Chattanooga Chamber of Commerce      |                                      |                              | 1                |
| x  | 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                |
|  | Crystal Renner              | Bradley/Hamilton/Mario | 9/30/2019                  | Mueller   | Business                  | 8/2021 - 8/2023     | 10/19/2021                         | 10/19/2022                       | Mayor Gary Davis           | Bradley County Mayor                 | ✓                                    |                              | 1                |
|  | Jason Hobbs                 | Hamilton               | 12/3/2021                  | McKee Foods Corporation                                 | Business                  | 11/2021 - 11/2023   | 11/1/2021                          | 11/1/2022                        | Christy Gillenwater        | Chattanooga Chamber of Commerce      |                                      |                              | 1                |
|  | Julie Hoover                | Hamilton               | 1/28/2019                  | Miller Industries                                       | Business                  | 11/2020 - 11/2022   | 10/12/2021                         | 10/12/2022                       | Christy Gillenwater        | Chattanooga Chamber of Commerce      |                                      |                              | 1                |
| x  | Malcolm Harris              | Hamilton               |                            | STEAM Logistics   | Business                  | 08/2022 - 08/2024   | 8/26/2022                          | 8/26/2023                        | Christy Gillenwater        | Chattanooga Chamber of Commerce      |                                      |                              | 1                |
|  | 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 - 08/2022   | 8/19/2021                          | 8/19/2022                        | Mayor Gregg Ridley         | Bledsoe County Mayor                 |                                      |                              | 1                |
| x  | Marshall Graves             | Grundy                 | 9/30/2019                  | Stone Door Group  | Business                  | 7/2022-7/2024       | 7/20/2022                          | 7/20/2023                        | 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  | Chris Schnarr               | Bradley                |                            | Wacker  | Business                  | 8/2022 - 8/2024     | 8/30/2022                          | 8/30/2024                        | Michael Griffin            | Cleveland Bradley Chamber            |                                      |                              | 1                |
| x  | Carrin Smith<br>Board Chair | Marion                 | 9/17/2018                  | Valmont Industries                                      | Business                  | N/A                 | 11/12/2021                         | 11/12/2022                       | Beth Hipp                  | Valmont General Manager              | ✓                                    |                              | 1                |
|  | Chase Brett                 | Polk                   | 6/7/2022                   | Polymer Components                                      | Business                  | 5/2022 - 5/2024     | 6/1/2022                           | 6/1/2023                         | Lynne McClary              | Polk County Chamber of Commerce      |                                      |                              | 1                |
|  |                             |                        |                            |   |                           |                     |                                    |                                  |                            |                                      |                                      | 52%                          | 15               |
| <b>Labor Representation (Group B)</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                |
|  | Tim Fowler                  | Hamilton               | 1/28/2018                  | IBEW Local 175  | Apprenticeship/Training   | 11/2020 - 11/2022   | 10/1/2021                          | 10/1/2022                        | Gary Watkins               | Business Mgr, IBEW Local 175         |                                      |                              | 1                |
|  | Jim Stailey                 | Hamilton               | 7/1/2020                   | Chattanooga Goodwill Industries                         | Labor                     | 07/2022 - 07/2024   | 7/25/2022                          | 7/25/2024                        | Gena Weldon                | Chattanooga Goodwill Industries      |                                      |                              | 1                |
| x  | Josh Ewing                  | Hamilton               | 9/17/2018                  | UA Local 43   | Labor                     | 3/2022 - 3/2024     | 3/1/2022                           | 6/12/2021                        | Carl C. Evans              | President UA Local 43                |                                      |                              | 1                |
|  | Candy Johnson               | Hamilton               | 2/22/2021                  | Urban League of Chattanooga                             | Labor                     | 01/2021 - 01/2023   | 1/1/2022                           | 10/1/2023                        | Albert Waterhouse          | Urban League of Chattanooga          |                                      |                              | 1                |
| x  | Rachel Hackworth            | Sequatchie             |                            | Southeast Tennessee Human Resource Agency               | Labor                     | 08/2022 - 08/2024   | 8/7/2022                           | 8/7/2023                         | David Jackson              | SETHRA                               |                                      |                              | 1                |
|  |                             |                        |                            |   |                           |                     |                                    |                                  |                            |                                      |                                      | 21%                          | 6                |
| <b>Education Representation (Group C)</b>                            |                             |                        |                            |   |                           |                     |                                    |                                  |                            |                                      |                                      |                              |                  |
| 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                |
| x  | John Freeze                 | Hamilton               |                            | University of Tennessee Chattanooga                     | Higher Education          | 08/2022 - 08/2024   | 8/29/2022                          | 8/29/2023                        | Chancellor Steven R. Angle | University of Tennessee Chattanooga  |                                      |                              | 1                |
| x  | Ty Stone                    | Bradely                |                            | Cleveland State Community College                       | Higher Education          | 08/2022 - 08/2024   | 8/29/2022                          | 8/29/2023                        | Chancellor Flora Tydings   | Tennessee Board of Regents           |                                      |                              | 1                |
| x  | P. Stewart Smith            | 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                |
| x  | 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                |
|  |                             |                        |                            |   |                           |                     |                                    |                                  |                            |                                      |                                      | 17%                          | 5                |
| <b>Government and Community Development Representation (Group D)</b> |                             |                        |                            |   |                           |                     |                                    |                                  |                            |                                      |                                      |                              |                  |
| 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                |
|  |                             |                        |                            |   |                           |                     |                                    |                                  |                            |                                      |                                      | 10%                          | 3                |
| <b>Other Representation (Group E)</b>                                |                             |                        |                            |   |                           |                     |                                    |                                  |                            |                                      |                                      |                              |                  |
|  |                             |                        |                            |   |                           |                     |                                    |                                  |                            |                                      |                                      |                              |                  |
|  |                             |                        |                            |   |                           |                     |                                    |                                  |                            |                                      |                                      | 0%                           | 0                |

**Southeast Tennessee Local Workforce Development Board**  
**PIE Innovation Center**  
**2181 Parker Street NE, Cleveland, TN 37311**  
**June 8, 2022 | 11:30 AM EST**

Board members present were Jason Hobbs, Julie Hoover, Freiderike Ebner, Ethan Loyd, Marshall Graves, John Proffitt, Carri Smith, Chase Brett, Candy Johnson, Leslie Travis, Stewart Smith, Steve Hiatt, Chad Jaynes proxy for Rebecca Ashford, Jennifer Thacker, Karen Buff, Heather Brown proxy for Patricia Weaver, Chris Kleehammer proxy for Nathan Smith, and Derrick Sloan, proxy for Crystal Renner.

Other guest in attendance were Jeff Gould, Charlotte Burger, Casey Eschette, Ryan Goodman, Patricia Molina, Lisa Johnson, Cydnie Strahan, Crystal Cobble, Jessica Barnett, Becky Sneed, Arlette Robinson, Selah Melvin, Lindsay Whittin, Brenna Ridley, Leigh McClure, Kelly Puckett, Brittany Cannon, Dennis Rice, Mary Beth Hudson and Renny Whittenbarger.

Staff present were Michele Holt, Autumn Derrick, Beth Jones, Chuck Hammonds, Don Kellerman, and Maty Patton.

#### **Call to order**

Marshall Graves, Vice Chair called the meeting to order at 11:42 AM EST. Mr. Graves then briefly welcomed all guests in attendance and stated he would be serving as the chairman for the meeting since Carri Smith could not be there.

#### **Roll Call**

Mr. Graves then called on Maty Patton to give roll call and introduce the new board member, Chase Brett. Michele Holt declared a quorum was present.

#### **Approval of Minutes**

Mr. Graves called for a motion to approve the minutes of the March 9, 2022, meeting. The minutes were unanimously approved on a motion made by Chris Kleehammer and seconded by John Proffitt.

Mr. Graves called on Arlette Robinson and Brittany Cannon to welcome everyone to the PIE Center. Ms. Cannon noted in July she would transition to her role as the director of the PIE Center. Ms. Robinson thanked everyone for attending and noted the facility goal to serve all youth for work-based learning opportunities. The grand opening for the building will be in October.

#### **Smart Factory Institute**

Mr. Graves called on Denise Rice to give a presentation on the Smart Factory Institute. After a brief overview of the Institute's manufacturing focus, she called on Mary Beth Hudson, Executive Director of Smart Factory Institute. Ms. Hudson noted Smart Factory Institute's mission support the viability of all manufacturers in the Southeast. She noted the Southeast is one of the best areas for manufacturing and is growing which is causing a labor gap for all manufacturers. Within the next ten years, there will be over 4 million manufacturing jobs available; however, half of those jobs will go not filled. She noted that with the help of automation and skilled workers that gap can be filled.

She continued to state that the Smart Factory Institute is designed to help manufacturers determine what kind of technology is available to optimize their production operations. After briefly discussing technologies available to manufacturers, she noted most employers say they do not have the skilled workforce to use them.

Smart Factory Institute is part of the Global Network Tech Academy, originating in Germany, and is the only United States location. She noted that Smart Factory Institute partners with The University of Tennessee at Chattanooga's Industrial and Organizational Psychology department to evaluate future worker needs. Evaluation phase one indicates automation will create a better environment for trained workers.

Lastly, she provided the Smart Factory Institute website html and noted the upcoming Smart Solutions for Smart Factories Expo and CRMA Manufacturers Excellence Luncheon on August 11<sup>th</sup>, 2022, at the PIE Center.

### **The Addicted Brain**

Mr. Graves called on Leigh McClure to give a brief introduction to Dr. Kelly Moore. Dr. Moore, professor at East Tennessee State University's psychology department, focuses her research on incarcerated, also called 'justice involved', people. Dr. Moore gave a brief presentation on The Addicted Brain. She noted 1 in 37 adults will be in correctional supervision in their life, and of that group, 95% will be released. She reported 58% of people in prison and 63% of people in jail report having some type of substance use disorder but are not receiving effective treatment. She stated that it can be difficult for individuals to obtain sustainable employment upon release due to the stigma of substance use disorder.

She continued to say that stigma is defined as anything that is devalued by society. Stigma can affect behavior in three ways: social stigma, structural factors, and self-stigma. Stigmas create negative stereotypes of those who may be affected by a substance use disorder, especially in employment. The biggest stigma indicated in studies is social stigma. This stigma can have a negative impact on individuals with substance use disorder think about themselves. On average, 68% believe that employers will not hire them because of their background or think that they are not good people. She noted that this is important as it can impact how they perform at a job. By changing the stigma in employment, we can help those in recovery stay in recovery and create a life outside of the justice system.

Beth Jones added the Development District is partnering with ARC to develop resources for employers to make a better environment for all those who are in the recovery to work initiative. The application is currently pending and, if approved, will provide professional expertise to work with employers interested in making recovery to work part of their population.

### **Administrative Reports**

#### Financial Reports

Mr. Graves then called on Don Kellerman to present the April 30, 2022, financial report. The statement of Revenues and Expenses, Mr. Kellerman reported that we should be expended at 83%; however, we are slightly behind at 63% due to extra grants that are not expended with a significant portion being the National Dislocated Worker grant which is awaiting federal approval for a line-item modification. He noted line items 13 and 14 were the only two line-items over expended.

He reported Total Operating Expenses at 74% and Q3 at 50% with cumulative year-to-date MPCR at 56%. He noted Financial Report lines 1-10, carry-over contracts, are fully expended. Lines 14-24 are current program year formula funds that need to be at minimum 80% expended by June 30, 2022. Lines 25-41 are additional state grants NDWG, RESEA, Work Based Learning, etc. that have been closed or fully expended.

With no questions, the Financial Statements for April 30, 2022 were unanimously approved on a motion made by Stewart Smith and seconded by Jennifer Thacker.

### Proposed Budget FY 2023

Mr. Kellerman continued to the proposed FY2023 budget. He noted this draft is subject to change after final end of year closeouts are reported and carryover funding is finalized. He reported the overall budget would be reduced by \$2.6 million due to:

- The \$1.4 million National Dislocated Worker Grant ends June 30, 2022. A no-cost extension through FY2023 was requested but has not yet been approved.
- The 10% budget reduction for next year's formula allocation.
- Pandemic waivers created a much higher carryover rate this year.
- Several additional grants expired this year (e.g. Rural Initiative, GIVE, and additional Youth Work Experience).

With no questions, the Proposed Budget for FY 2023 was unanimously approved on a motion made by John Proffitt and seconded by Leslie Travis.

### Director's Report

Mr. Graves called on Michele Holt to give the director's report. Ms. Holt provided a brief overview of the Local and Regional Plan Modifications approved by the State Workforce Board. She highlighted key commendations identified in the regional plan, including identifying opportunities to streamline policies across local areas and utilize specialized American Job Centers in rural, at-risk, and distressed counties, some of which support justice involved individuals in State and Local correctional facilities.

She highlighted identified opportunities for improvement noted for the regional plan. One centered around the generality of the regional plan modifications and a lack of detail around specific regional partnerships and strategies to drive alignment of the East Region. Other key points included better use of technology assistance, developing service delivery consistency, training opportunities, performance and reporting structures, and implementation of strategies and resources to measure the region's economic health.

Ms. Holt moved to the overview of Local Plan commendations which included prioritization of service delivery in economically at-risk and distressed counties, partnerships with educational providers, and an acknowledgment in the decrease in "walk-in-traffic" to the American Job Centers and developing strategies to move staff into the communities they serve. She added identified opportunities for improvement noting the most critical being the coordination and alignment of strategies across core and additional WIOA partners to connect to a broader range of employers.

Lastly, she noted recent discussions on the reauthorization of the Workforce Innovation and Opportunity Act. She referenced the fact sheet included in meeting materials and pointed to key changes that would impact workforce development activities, if passed.

The report also documented the 45% decline in workforce funding since 2002 which contributes to many of the issues workforce programs struggle with today. She encouraged board members to review the information and reminded everyone it was not final and is still subject to change.

Ms. Holt then called on Autumn Derrick to present on some initiatives and labor force data. She reported that Tennessee legislature passed an amendment to Tennessee Code Annotated Title 49 which implements an Industry 4.0 Diploma Distinction for students who wish to pursue career pathways in high-need, high-skill industries and requires each public high school to notify freshman and sophomores students of this opportunity. Of importance to board members, this distinction will require students to register with the American Job Centers or other career counseling and community partners approved by respective schools.

This will be key to introduce students to the workforce and help establish job search skills that will serve them throughout their careers.

Ms. Derrick noted that Tennessee has recently seen the lowest unemployment rates in decades, and now has more people in the workforce in state history, even though we have seen unprecedented workforce needs by our employers. Lastly, she informed the board that the local area was recently awarded \$95k in Career Exploration funds. Along with a continuation of the virtual reality training headsets from Transfr, we partnered with Bradley County and Rhea County schools to help fund projects leading to enhanced immersive experiences in demand sectors.

#### Committee Reports

Mr. Graves asked for approval of the Operations Committee minutes from May 26, 2022, the Youth Committee minutes from May 20, 2022, and the Opportunities Committee minutes from May 13, 2022. On a motion made by John Proffitt and seconded by Steve Hiatt, the minutes and business conducted in this committee were approved unanimously.

#### Executive Committee Meeting Reports

Mr. Graves continued to state the Executive Committee met twice, on April 8, 2022 and May 25, 2022. He noted that during those meetings, procurement for the new service providers were discussed and approved and asked Ms. Holt to provide more detail. She stated the procurement process was detailed in the minutes and included the selection of two committees that reviewed the proposals, one reviewing One Stop Operator and Career Services proposals and one reviewing Youth Services proposals. The two committees received training and instruction prior to reviewing proposals and convened to score proposals and recommend providers for selection. The Executive Committee met on May 25, 2022 and reviewed the recommendations of the RFP Review Committee and elected to proceed with a recommendation to the board for In the Door for One Stop Operator and Educational Data Systems, Inc. (EDSI) for Career and Youth Services. With no questions, Leslie Travis made a motion to approve the three contracts and Jennifer Thacker seconded. The contracts were approved unanimously.

#### **One Stop Operator Report**

Mr. Graves called on Patricia Molina to give the One Stop Operator report. Ms. Molina reported a total of 262 job seekers attended a total of four job fairs from March through May including the Bradley County Second Chance Job Fair that had twelve job seekers that offered jobs onsite. She continued to inform the board of the outreach to Grundy County and Bledsoe County to improve services in the distressed counties. She noted that American Job Center staff visited Grundy County High School and had thirteen students plan to enroll in Summer Work Experience. Staff assisted Basham Industries in Grundy County with a temporary layoff and conducted outreach to affected employees. Lastly, in Grundy County, staff made connections with Arts Inside, which helps incarcerated individuals.

She noted that staff met with the Bledsoe County High School transitional coach to discuss future career pathways services to students working with vocational rehabilitation. Staff also attended College and Career Fair at Bledsoe County High School on April 7, 2022. Lastly, in Bledsoe County staff met virtually with UTC staff about a virtual IT certification course to Bledsoe residents.

Ms. Molina continued to note that staff attended the Tennessee Reentry Collaborative meeting. In May, staff met with Jessica Carter, program director with the State of Tennessee Department of Corrections, to discuss services available to returning citizens, the referral process, and the New Life Job Fair to be held in July. Next, she continued to discuss upcoming jobs fairs located on the second page of the report. Lastly, Ms. Molina

reported on the Brainerd High School Career Fair that was held on May 10, 2022, for students without a plan after graduating high school. Staff also met with Rise-Up about mock interviews and Entrepreneurship 101 workshops.

**Other Business**

With no other business, Mr. Graves noted the next meeting will be September 14, 2022, and staff would keep everyone updated with the location.

**Adjourn**

Mr. Graves called for a motion to adjourn. On a motion made by John Proffitt at 1:04 p.m. the meeting was adjourned.

Respectfully submitted,

Crystal Renner, Secretary/Treasurer