



State of Tennessee
 Department of Labor and Workforce Development
 State Workforce Development Board Meeting

MEETING MINUTES

August 10, 2018 (10:00 AM – 12:00 PM)

Board Members Present		Board Members Present by Proxy	Members Absent
Rogers Anderson (8)	Burns Phillips	Cherrell Campbell-Street (Lisa Cowell)	Martha Axford (3)
Danielle Barnes (Designee: Cherrell Campbell-Street)	(Designee: Melinda Williams)	Kevin Vaughn (Matt Fox)	Jason Bates
Tim Berry	Stuart Price	Susan Lynn (Susan Cove)	Rhonnie Brewer
John Clark	Damon Prince		Cherrell Campbell-Street
Michelle Falcon	Bob Ravener		Susan Lynn
Christine Hopkins (6)	Bob Rolfe (Designee: Ann Thompson)		Commissioner Candice McQueen (Designee Casey Haugner Wrenn)
Warren Logan (5)	Yolanda Shields		Kevin Vaughn
Vonda McDaniel	Kevin Vaughn		
Mark Norris	Governor Haslam		
Greg Persinger	(Designee: Jayme Simmons)		

Location in parenthesis represents the state board members' membership to the local workforce board.

Welcome & Update

Chairman, Bob Ravener welcomed new board members; Tim Berry, Vonda McDaniel, Michelle Falcon, Damon Prince, Rhonnie Brewer (not present), State and LWDA staff, Guests and called the meeting to order.

Quarterly Highlights:

- Current Tennessee unemployment rate of 3.5%, which is ahead of the national average of 4.0%.
- Company Expansions/Growth
 - Cooper Containers & Welch Packaging is expanding operations in Henderson Co; adding 40 jobs in Lexington in the next 3 years
 - ABB adding 70 new jobs in McMinn Co
 - Miller Water Products adding 96 new jobs in next 3 years/ expanding operations in Chattanooga
 - Osh Kosh will add over 300 new jobs in Jefferson Co. in 3 years
 - CKE, parent company of Carl's Jr. & Hardees investing 3.6 million / 145 new jobs in Williamson Co.
 - MTD Consumer Group investing 10 million in Martin/ creating 200 jobs in Weakley Co.
 - Tate Ornamental will expand in White House/ create 50 new jobs/ invest 6 million in Robertson Co.
 - Medic Motor Co. expand operations in Lexington/ create 301 new jobs/ invest 18 million in Henderson
 - Ware Manufacturing create 32 jobs/ invest 1 million in Sougournsville
 - Black Rifle Coffee Co. will locate in Manchester/ invest 6 million/ 52 new jobs in Coffee Co.
 - Engineer Medical Systems investing over 10 million/ create 40 new jobs in Shelby Co.
 - RMC Advanced Technologies investing 7 million/ 54 new jobs in Hawkins Co.

The total new jobs since the last meeting are 1,340, and continue to grow.

Roll Call

Nakeisha Ricks conducted the roll call and established the presence of a quorum.

Approval of Minutes (vote required)

Mr. Ravener requested the May 11, 2018 minutes be approved as written. Greg Persinger moved to approve the meeting minutes, Burns Phillips seconded the motion, and the motion passed.

Department Overview

Commissioner Phillips welcomed all Board Members and especially the 5 new members. He spoke that they are joining a dynamic and important Board which over the last 6 years, enabled TN to completely transform its Workforce Development System. The Board support and guidance has helped TN to come to the forefront in the Nation for Workforce Systems and more recently in the Realignment of this System in TN. This has gotten the attention across the Country and other States, at least 7 want to come see how it's done.

He pointed out that Governor Haslam and Greg Adams visited the Department recently. The Governor talked about all the accomplishments WFS has had over the last 6 years. He expects the new administration coming in will have an easy transition because WFS definitely stands out.

Workforce Services Division

Deniece Thomas gave a Recap of activities from the last Board meeting:

- James Roberson and Ivan Greenfield, who are representatives on the Administration and Finance Committee for NASWA, attended the National Conference meetings in Minneapolis. They were asked to present to the other States on fiscal responsibility and transparency that TN has enacted.
 - Deniece attended the National Governor's Association Liaison Meeting in Missoula, Montana. She also attended NASWA's Employment and Training Committee Meeting both of which she is a member. TN was paramount and on the minds of several states with our Transition efforts. "We were all the rage and part of a lot of conversations."
 - States that have visited WFS and met with our Directors in the past couple of months are Georgia, South Carolina, Kentucky, Florida (future). They wanted to talk about Systems, Service Delivery, and how we can support their realignment efforts.
 - \$10-15 million has been allocated to support Realignment. There is a spreadsheet in your Board packet with an overview on the 9 new Boards and where their efforts are
 - Town Hall efforts with our Staff committees leading this charge have been completed in the East, Middle, and West. There were great conversations around workforce challenges, resources and needs. Consistent concerns of housing, transportation, and childcare came up in all areas. We are partnering with HUD and Department of Human Services to help with these issues. Department of Corrections is already partnering and has AJC's in jails to help with workforce transitions.
 - Congratulate Northern Middle Local Board for opening a new facility in Sumner County, Gallatin.
 - The Secretary of Army and his wife visited Ft. Campbell to talk about Soldiers transitioning into the workforce. Marla Rye is our OSO for this area and met with them. They were really impressed with the efforts and programs offered.
 - Realignment efforts have included monthly meetings with Directors, transition teams to provide support and assistance to the areas, Town Halls, and tracking progress of the new 9 areas.
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WIOA Partnerships

Domtar Paper Co.

Bill MacPherson, is the Mill Manager at the downtown Kingsport, TN plant. He talked about Domtar not only produces paper and pulp, they produce people. They give them skills, build processes and watch great things happen. Domtar is the largest manufacturer in North America of copy paper, a \$5.5 billion company. Over the years and changing workforce, they have had to change their vision. "Be not what we were (just producing copy paper) but be a leader in

the development of fiber-based products in a sustainable way to bring innovation and value to our customers.”

Mr. Macpherson talked about Domtar's values: Caring for People, Innovation, and Agility. One huge innovative risk Domtar took years ago, was to not use sulfur in the process of making pulp. They are still the only company in the world that does not do this. This allows them to be in a downtown location, very little odor. To be downtown they are able to be where the people are.

- They employ 400 and have a location in Brownsville
- 3rd largest manufacturing company in Kingsport
- Invest \$5 million in the local community
- Support 40 community organizations and built a community park.

The need for copy paper has been reduced by half in the past 20 years. To survive, Domtar had to innovate by using Lignin, a tree based filler, to make other products such as cars, trash bags, Styrofoam.

They are also sustainable (agility) because they are training their workforce. They will lose 30% of their workforce in the next 5 years, Silver Tsunami. By receiving Consolidated Business Grants from DOL, Domtar is able to give employees specialized training to replace those they will lose after 40 years of employment.

He thanked the Board for the CBG grants. Domtar used the money to accelerate their business results with high value skills, and to grow their business which helps to protect and grow more TN jobs. He feels because the work they did 10 years ago, they will be able to move forward: Agility, Innovation, and People.

Adult Education

Ian White gave an update on Adult Education. He talked about the Academy for Instructional Excellence. Every year they nominate a student across the State that shows excellence. This year, they changed this up and Teachers nominated multiple people to share their success stories and serve on a student Panel. Melinda Kelsey assisted with the academy this year. A video was shown of the Students sharing stories of barriers they had to overcome to achieve High School equivalency and then move on to their future endeavors. This information can then be shared and used for instruction throughout the year.

The You Tube video will be available to view on our website.

Mr. White talked about Adult Education changing its focus from just helping to get a high school diploma, to other new initiatives this coming year.

1. To work more with employers to train employees, which can lead to retention.
Ex. Fed Ex had a 92% turn over in their Hub facility within the first year. They partnered with the University of Memphis and created the LiFE program. The program provides classrooms on their work campus to keep employees and help develop them with certificate programs, and earning college credits.

Ex. Tyson foods provide English classes at work for their non-English speaking employees. This will help move individuals into higher supervisory positions.
2. AE would also like to partner with post-secondary institutions. Students can co-enroll to get a HS diploma while earning college credits. During this time, skills can be improved, including soft skills, to where a certificate can be earned to share with Employers

Committee Reports & Discussion

Committee notes are compiled and available upon request.

Oversight Committee Report, Ann Hatcher

Yolanda Shields gave an update on discussions that were held in Committee

- Adult Education gave an overview of National/International Center of Empowerment which provides soft skills, digital literacy and post-secondary career training.
- Vocational Rehabilitation is looking at manufacturing standards certificates

Ms. Shields applauded State Staff for all the work that has been put in for the Realignment efforts.

Operations Committee Report, Rogers Anderson

Rogers Anderson presented 4 items that needed a vote.

1. ETSU accepts Greeneville to stay in conditional status until the OSO is in place and new site selected.
2. To approve Smithville AJC as an Affiliate because of relocation in DeKalb Co.
3. Approve Hohenwald as an AJC
4. Policy Updates on Youth Eligibility: changing the clarification definition from "attending school to credit bearing courses for post-secondary youth participation. The definition will lower 5% income eligibility to allow more to participate

All four Motions passed

Opportunities Committee Report, Warren Logan

Mr. Logan updated the Board on the topics they talked about in Committee.

- Best Practices and how the Local Areas can send to the Committee to share Ex. Pre-apprenticeships for High School Seniors
- Dashboard Report making more user friendly
- Technology and how to track what is going on pertaining to workforce. Ex. Using robotics to replace people

Copies of these policies were provided during the committee meetings. Approved policies are available on the State Workforce Development Board webpage.

Closing Remarks & Adjourn

Jayme Simmons talked about the strategic planning that will be happening for the Board in the near future. She talked about the Best Practices and how to tackle the 3 main topics that affect Workforce: transportation, childcare, and housing. The goal will be to figure out how to set up the next Administration with what we know can work and offer recommendations.

Ms. Simmons updated on TN Reconnect; the anticipation was 8,000 applications, instead 27,000 came in. This shows the strong desire for higher education and improving skills. She mentioned giving the next administration insight into this area and also Apprenticeships.

Rogers Anderson mentioned that Agriculture, Stem, and FHA are strong interests across the State. He asked the Board where the future for these areas in TN are? He also talked about businesses having a hard time with entry level jobs and finding workers with our low unemployment rate. He asked, "What do we as a Board need to look at?"

Ms. Thomas mentioned that we would address these topics in the future.

Rogers Anderson requested for a motion to adjourn the meeting, and seconded by Yolanda Shields, the motion passed

Note: An audio recording of this meeting is on file at the Tennessee Department of Labor and Workforce Development. All meeting minutes and dates are provided on the State Workforce Development Board website.



Deniece Thomas, Assistant Commissioner

1/23/19