

Northeast Tennessee Workforce Development Board
April 19, 2018 - 8a.m.
Carnegie Hotel, Johnson City, TN

MINUTES

MEMBERS PRESENT:

| | | |
|--------------|-----------------|------------------|
| Dean Blevins | James King | Lottie Ryans |
| Amanda Boyer | Arvil Love | Deborah Tabor |
| Martin Frye | Iliff McMahan | Donna Tate |
| Mike Horton | James Osborne | Kenneth Treadway |
| Anna Kennedy | Robin Pritchard | Steve Vinsant |
| Nancy Kenner | Jay Richardson | |

GUEST PRESENT:

| | | |
|--------------------------------|---------------------------|------------------|
| Commissioner Burns Phillips | Jonathan D. Van Breman | Jim Richardson |
| Melinda Kelsey | B.C. Bishop | Lana Moore |
| Deniece Thomas | Wayne Stevens | Melissa Bennett |
| Kenny Smith | Debbie Fillers | Bobby Bennett |
| Steve Darden | Teresa Smith | Ben Robertson |
| Carolyn Ferrell | Robby Miller | Cori Baker |
| Sharon Potter | Caleb Peters | Shane Greer |
| Crystal Johnson | Josef Throp | Katherine Latham |
| Brandi Christian | Andrea Sadler | Jane Rutter |
| April Eads | Tanya Foreman | Mike Freeman |
| Engie Trivett | Gail Evans | Alicia Phelps |
| David Sensibaugh | Bill MacPherson | Robert Buckles |
| B.J. Lowe | Carol Peters | Barry Reeves |
| James King | Shawn Perkins | Michelle Black |
| | | Donna Trigiani |

LEO's PRESENT:

Sullivan County Mayor, Richard Venable

STAFF PRESENT:

| | | |
|--------------------------|----------------|--------------|
| Kathy Pierce | April Shaffner | Ginger Lyons |
| Cindy Martin- Hensley | Tammy Sluder | |
| | Greg James | |

Jay Richardson, Chairman, presiding.

I. Welcome & Introduction of Guest

Chairman Richardson welcomed everyone, recognized a quorum present and called the meeting to order.

He asked to move the business items to the top of the agenda, and it was the consensus of the group to allow the agenda change.

Minutes of the February 15, 2018 meeting were provided in the packet and e-mailed in advance to Board members.

MOTION: Martin Frye moved to approve the minutes as presented. Lottie Ryans seconded. There being no opposition, the motion passed.

II. Invocation

Jay Richardson provided the invocation.

III. Eagle Stories

Mike Horton announced that his daughter recently received her Master's degree.

Teresa Smith introduced her guests who are featured on the NETDEC October calendar page. They participated in a work experience program, and Food City hired them. She announced that these individuals have also been recognized by Governor Haslam.

April Eads noted that BTES received the Malcom Baldrige National Quality Award and thanked the many partners present in the room.

James King announced that Abbie Saulsbury, a student at Northeast State, was recognized with an Outstanding Student Award for the State of Tennessee. Ms. Saulsbury competed with nominations submitted all colleges across the state.

Lottie Ryans announced that the 2nd year of Career Quest was very successful. She shared pictures and noted there were students from nine counties. The event was held at ETSU and allows students to have hands on exposure to careers available in our region. She noted the regional collaboration and partnership that led to the success of the event and thanked everyone who participated.

IV. Report from Mike Horton and Bill McPherson, Domtar, Inc.

Mike Horton and Bill McPherson, representing the Domtar leadership team, provided a detailed presentation about Domtar and its workforce challenges. Mr. McPherson and Mr. Horton thanked the NETWDB for the support provided which had played a significant role in the company's ability to achieve its retraining goals. Mr. McPherson called attention to the direct and indirect economic impact on the region.

Mr. McPherson's presentation spoke about the challenge faced by Domtar in the replacement of retiring workers and the company's urgent need to transfer that knowledge, skill, performance commitment and worker loyalty to Domtar's corporate values to the emerging workforce.

- V. Mike Horton, as Chair of the WDB Operations Committee announced that the Committee had met and reviewed policy modifications. The Committee presented the policy related to Roles and Responsibilities of the Chief Local Elected Official. A copy of the policy was included in the packet. Mike noted that the Operations Committee had approved this policy as presented and is seeking approval from the Board.

MOTION: On behalf of the Operations Committee, Mike Horton moved to approve the policy as presented. Iliff McMahan seconded. There being no opposition, the motion passed.

Mike reported that the Committee reviewed the possibility of the state workforce area's being realigned from 13 to 9 Areas.

Mike also noted that a copy of the TDLWD Report Card was included in the packet for review and called attention of the group to the metric that LWDA 1 achieved a 44% MPCR as of 3/31/18.

Mike noted that LWDA 1 has received over \$700,000 in funding for CBG's and thanked the Commissioner for this opportunity.

VI. **Guest Speaker, Tennessee Department of Labor & Workforce Development Commissioner Burns Phillips**

NETWDB Chairman Jay Richardson introduced TDLWD Commissioner, Burns Phillips.

Commissioner Phillips thanked the Board for the invitation and added that he has provided this presentation about technology and how it impacts the world of work to several groups across the state. He complimented Domtar and recognized the company for being "ahead of the curve" in their commitment to workforce development.

The Commissioner's presentation focused on the significant and disruptive influence of change resulting from increasing use of technology in the workplace which is making businesses more effective but doing so with fewer people. He concluded his presented by noting that workforce development is the most critical challenge in retaining the competitive edge for the State of Tennessee. Commissioner Philips acknowledged the role of the Workforce Board in meeting these challenges and thanked the members for their work

The Commissioner introduced his staff, Deniece Thomas and Melinda Kelsey, who attended the meeting with him. In addition, the Commissioner provided a list of recommended books he has read which focused on transformational technologies.

VII. **Employer/Partner Recognitions**

a. Incumbent Worker Grant Recipients

Recipients of the Consolidated Business Grants from the past year were recognized individually. Each business representative came forward to accept thanks from the Commissioner for participating in the CBG program.

Apprenticeship grant recipients were recognized in the same manner by the Commissioner. Commissioner Phillips reiterated the critical nature of the participation of business in the work of local Boards.

Kathy presented a plaque to Tammy Sluder and expressed her appreciation for her work with the CBG program.

b. 2018 Calendar Partners

Calendar partners from the 2018 calendar were individually recognized and presented a picture plaque of their calendar page.

VIII. 2019 Calendar Opportunities

It was noted that only one month was left for the 2019 edition. It was sold to U.S. Endontics.

Kathy presented a plaque to Ginger Lyons and expressed appreciation for her work with the calendar development.

IX. Action Items

It was noted that the actions items had been presented at the beginning of the meeting.

X. Director's Report

Kathy reviewed the Director's Report which was included in the packet and had been distributed electronically.

She reiterated the process by which TDLWD is reviewing every local Workforce Board's policies and the State's feedback recommendations for improving policy documents to include procedures. Kathy noted that the Operations Committee has begun this process. Additional policies and procedure documents will be brought to this group in the coming months.

She explained that TDLWD is providing monthly report cards which include detailed metrics and evaluation materials on the work of each Area. Kathy reminded the Board that transparency and accountability are key parameters for Board communication. AB&T Board staff will ensure this report is available at each meeting. Additionally, this information is communicated to the Local Elected Officials. Kathy thanked AB&T's fiscal staff for their superior work in managing multiple grants which are part of the State's dashboard.

Also included in the packet were standard reports and the LWDA-1 score card. Kathy reminded the group that information comes from all partners in the system, not just Title 1.

XI. Other Business / Next Meeting

Jay Richardson thanked the AB&T and partner staff for bringing additional CBG funds to LWDA 1. He added that we want to help existing business, and this was a great resource for them.

He encouraged those in the room to share the information about the Youth Out of School programs and options available to that population.

a. June 21, 2018

The next Northeast TN Workforce Development Board meeting will be held on June 21, 2018.

XII. Adjournment

There being no further business the meeting was adjourned at 9:46a.m.