

**COOPERATIVE AGREEMENT
BETWEEN
NORTHWEST TENNESSEE WORKFORCE BOARD
FOR LOCAL NORTHWEST WORKFORCE DEVELOPMENT AREA
AND
TENNESSEE DEPARTMENT OF HUMAN SERVICES,
VOCATIONAL REHABILITATION PROGRAM**

This Cooperative Agreement ("Agreement") by and between the Northwest Tennessee Workforce Board ("NWTNWB") and the Tennessee Department of Human Services, Division of Rehabilitation Services, Vocational Rehabilitation Services ("VR") outlines the principal responsibilities of the Parties with regard to the purposes set forth in Section 107(d)(11) of the Workforce Innovation and Opportunity Act, Pub L. 113-128 ("WIOA"), subparagraph (B) of Section 101(a)(11) of the Rehabilitation Act of 1973, Pub. L. 93-112, and other applicable law and rules. NWTNWB and VR may be referred to individually as a "Party" or collectively as the "Parties" to this Agreement.

- A. Purpose. In accordance with 29 U.S.C. § 721(a)(11), VR each designated state unit or agency shall enter into agreement with local agencies administering plans under 29 U.S.C. 720 et seq.) (other than section 112 or part C of that title (29 U.S.C. § 732, 741) and subject to section 121(f)), with respect to efforts that will enhance the provision of services to individuals with disabilities and other individuals.
- B. Cross Training of Staff. Each of the Parties to this Agreement shall provide staff training and technical assistance with regard to:
1. The availability of benefits and information regarding eligibility standards for services each provides; and
 2. The promotion of equal, effective, and meaningful participation by individuals with disabilities in workforce development activities in the local area through the promotion of programmatic and physical accessibility) and reasonable accommodations and the use of nondiscriminatory policies and procedures,
- C. Use and Sharing of Information. Each of the Parties to this Agreement agrees to the use of:
1. Types of information available to it such as employment statistics, job vacancies, career planning, and workforce investment activities as permitted by confidentiality requirements and applicable law and rules which benefits all partners, the overall operation of the American Job Center ("AJC") and providing services to customers;
 2. Customer service features such as common intake and referral procedures, customer databases, resource information, and the Human Services Hotline [Department of Human Services Customer Service (615) 313-4700].
- D. Cooperative Efforts with Employers. With regard to the programs and/or services , each Party agrees to cooperate, collaborate, and coordinate to:
1. Market and deliver services to employers in the local area;
 2. Facilitate job placement of program participants; and
 3. Conduct any other activities that the designated local Business Services unit and the employers determine to be appropriate.

E. Additional Cooperation, Collaboration, and Coordination Activities. With regard to each Parties program of services, each of the Parties agree to participate in the process for and provide information necessary to the development of a Memorandum of Understanding and Infrastructure Funding Agreement.

F. Written Notice. All notices and communications regarding this Agreement shall be addressed as follows:

DEPARTMENT OF HUMAN SERVICES

Paula Knisley, Director
Vocational Rehabilitation Program
Citizens Plaza State Office Building
400 Deaderick Street, 12th Floor
Nashville, TN 37243
Telephone: (615) 837-5049
Paula.Knisley@tn.gov

**NORTHWEST TENNESSEE
WORKFORCE BOARD**

Jennifer Bane, Executive Director
708 East Court Street
Dyersburg, TN 38024
Telephone: (731) 288-3585, Ext. 406
jbane@nwtworks.org

G. Period of Agreement and Termination. This Agreement shall remain in effect until modified or terminated in writing upon giving the other Party at least thirty (30) days advance written notice.

**NORTHWEST TENNESSEE WORKFORCE BOARD FOR
LOCAL WORKFORCE DEVELOPMENT AREA 12**

By: J Bane
Jennifer Bane, Executive Director

Date: 12/5/18

TENNESSEE DEPARTMENT OF HUMAN SERVICES

By: Paula Knisley
Paula Knisley, Director, Vocational Rehabilitation Program

Date: 12-5-2018

Core Partners Cooperative Agreement

Northwest Tennessee Workforce Board and WIOA Core Partners

In accordance with Workforce Innovation and Opportunity Act (WIOA) section 107(d)(11), the local workforce development board (LWDB) shall enter into cooperative agreements in accordance with subparagraph (B) of section 101(a)(11) of the Rehabilitation Act of 1973 (29 U.S.C. 721(a)(11)) with the local agencies administering plans under title I – Vocational Rehabilitation (VR) Services – of that Act (29 U.S.C. 720 et seq.) (other than section 112 or part C of that title (29 U.S.C. 732, 741) and subject to section 121(f)), with respect to efforts that will enhance the provision of services to individuals with disabilities and other individuals.

Therefore, the remaining WIOA Core Partners agree to support the Cooperative Agreement in place between the Northwest Tennessee Workforce Board (NWTNWB) and Offices of Vocational Rehabilitation Services (VR) as follows:

A. Cross Training of Staff

The parties to this agreement shall provide staff training and technical assistance with regard to:

- (1) the availability and benefits of, and information on eligibility standards for, each agency's services; and
- (2) the promotion of equal, effective, and meaningful participation by individuals with disabilities in workforce development activities in the local area through the promotion of program accessibility (including programmatic accessibility and physical accessibility), the use of nondiscriminatory policies and procedures, and the provision of reasonable accommodations, auxiliary aids and services, and rehabilitation technology, for individuals with disabilities.

B. Use and Sharing of Information

The parties agree to the use of:

- (1) information and financial management systems, as made available by the respective State agencies, that link all components of the workforce development system, that link the components to other electronic networks, including nonvisual electronic networks, and that relate to such subjects as employment statistics, and information on job vacancies, career planning, and workforce investment activities; and
- (2) customer service features such as common intake and referral procedures, customer databases (as made available by the respective State agencies), resource information, and human services hotline (Department of Human Services Customer Service: 615-313-4700).

C. Cooperative Efforts with Employers

The parties agree to cooperate, collaborate, and coordinate to:

- (1) market and deliver services to employers in the local area;
- (2) facilitate job placement of program participants; and
- (3) carry out any other activities that the designated local Business Services unit and the employers determine to be appropriate.


D. Other Efforts at Cooperation, Collaboration, and Coordination

The parties agree to enter into Memorandums of Understanding and Resource Sharing / Infrastructure Agreements to:

- (1) identify staff roles, responsibilities, and available resources, and specification of the financial responsibility of each component of the local workforce development system with regard to paying for necessary services (consistent with State law and Federal requirements); and
- (2) specify procedures for resolving disputes among such components.

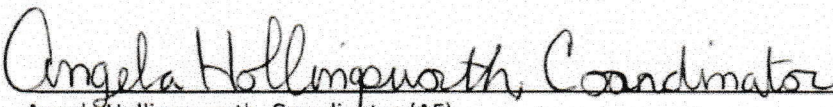
SIGNATURES

Approved as signed by:



Jennifer Bane, Executive Director
Northwest Tennessee Workforce Board
731-288-3585, ext. 406
jbane@nwtntnworks.org

5/15/2020

Date

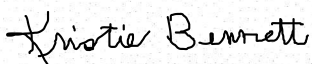
 Coordinator 5-19-20
Angela Hollingsworth, Coordinator (AE)
Weakley County Schools
731-441-9135
angela.hollingsworth@wcsk12tn.net

Date


Barry Buchanan, Coordinator of Adult Education
Jackson State Community College
731-424-3520
Bbuchanan@jscc.edu

5-20-2020

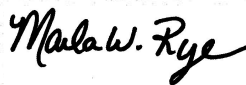
Date



Kristie Lancaster Bennett, Regional Director
TN Dept. of Labor and Workforce Development, Division of Workforce Services
731-441-9681
kristie.bennett@tn.gov

5/21/2020

Date


Marla Rye, President
Workforce Essentials, Inc.
931-905-3500
Mrye@workforceessentials.com

5/21/20

Date