

Northwest TN Workforce Board  
**Outreach and Opportunities Committee**  
Monday, October 29, 2018  
2211 US 45 Bypass, Trenton, TN  
Conference Call – 1-877-216-1555 #845157

Chair – Ben Marks  
Vice Chair – TBD

Minutes

**Committee Members Attending:** Ronnie Gunnels, Glad Castellaw, Ben Marks,  
**Committee Members via Conference Call:** Jon Dougherty, Landy Fuqua, Lindsey Frilling, John Bucy  
**Others Attending:** Erica Nance, Jennifer Bane, LeAnn Lundberg, Laura Speer, Margaret Prater, Connie Stewart, Lana Burchfiel

**Review and Approval of Minutes of July 25, 2018 Meeting**

Ben Marks called the meeting to order and asked the group for comments regarding the prior meeting's minutes. Glad moved to approve the minutes and Ronnie seconded the motion. All agreed and the motion carried.

**Election of Vice Chair**

The former Vice Chair has been removed due to serving as Secretary on the Executive Committee. Ronnie moved to elect Glad Castellaw as the new Vice Chair. Jon Dougherty seconded the motion. All agreed and motion carried.

**Re-alignment Transition Update**

Jennifer announced that the re-alignment transition of Lauderdale and Tipton Counties to Greater Memphis Area was official October 1<sup>st</sup> and went relatively smoothly. We still need to make sure all grants are closed out and redo our fiscal reports as final reports. LeAnn worked to transfer phones and computers, and there are some items such as OJTs that will need to be billed to Memphis. There was some discussion on the possibility that the State Workforce Board may waive the 50% MPCR at the meeting in November. Members were given an updated Northwest TN Workforce Board organizational chart, effective October 2018. Margaret mentioned that the newly acquired Business Services Team has received positive feedback from the businesses and chambers. Connie was praised for helping with the transition of the business services team, and preparing them to immediately jump into Manufacturing Days. At this time, Erica Nance was also introduced as the new One-Stop Operator for Odle Management.

**Consideration of Eligible Training Provider List**

- New Program: Staff received an application Friday afternoon, October 26, for a new Industrial Maintenance Technology / Certified Production Technician program at TCAT Paris. We've been working with TCAT Paris and the Henry County Sheriff's office to get this program started at the Henry County Jail, like we have at the existing Gibson and Dyer County Jail programs. To be able

to get the class in before the holidays, they would like to start the first class on Monday, November 12<sup>th</sup>. The Executive Committee will review the program at its meeting to Monday, November 5<sup>th</sup> since the application was not received in time to be presented to the Outreach and Opportunities committee.

- Program Renewals: All existing providers on the Eligible Training Provider List due to be renewed were reviewed. Magic Valley's CNA program is due for renewal, but the training provider is planning to end the program upon completion of the current class in December. The program does still need to be renewed for the final class to complete. After discussion and review of the corresponding labor market information, a motion was made by Ronnie and seconded by Glad to recommend all for renewal. All agreed and motion carried.

#### **Promising Practices/Supplemental Grant Updates & New Opportunities**

- Bongards Creamery Community Grant: The tractor trailer, truck, and generator have all been donated. Some industries have expressed a desire to help fund the project, and this along with the \$175,000 grant will go toward finishing out the trailer and hiring an instructor who will assist with training on the truck. The presented plan was from Amatrol, but another plan from a group in Tupelo will be finished soon for comparison. There is no launch date at this time.
- DSCC Delta Healthcare Grant Partnership: DSCC is in the process of applying for this grant which will focus on providing literature and workshops regarding opioid crisis, getting equipment updated, and updating their nursing curriculum to include classes on this topic.
- Other: Strengthening Working Families: This program is closing out due to the transition of Lauderdale and Tipton counties to the Greater Memphis area. Staff reported we have received payment for past due invoices and are awaiting payment for remaining final invoices. There was discussion about returning funds that were overpaid to us.

#### **Special Populations Updates**

- Youth Services:
  - Registered Electrical Apprenticeship Preparation (REAP), Lake—Best Practices: Suggestions for improvement included more extensive interviews with students before enrolling in the program (many are unwilling to relocate), making the program more regional to include surrounding counties, and exposing participants to the more intimidating aspects of the job earlier in the program. Plans are to start recruiting the next class in early spring semester and possibly hold the class at Amteck after high school graduations.
  - Work Experience—Mentoring Component: It was suggested that many issues need to be addressed before the participants get on-site. An orientation, which can be conducted either one-on-one, or more ideally as a workshop with several participants, is being implemented at the AJs. Also, a mentoring component from a peer at the worksite was suggested to address issues with soft skills such as getting along with co-workers and getting to work on time.
  - In-School/Out-of-School Expenditure Rates: A letter from the Department of Labor and Workforce Development outlined the approved waiver request to reduce the percentage of expenditures for out-of-school youth from 75% to 50%. Age of eligibility was not raised to 24 and barrier limitations were not removed. This makes it difficult for applicants to qualify as In-School Youth. We have to submit a service strategy plan by November 16 expressing our intentions whether or not to stay with current expenditure rate. Staff do not recommend adopting the waiver.

- Long-Term Unemployed-Transitional Jobs for Postsecondary Completers: Strategies to serve more of this group were discussed. Possible strategies include transitional jobs being paired with completion of classroom training and OJTs. Transitional jobs are utilized as a way for participants to get their foot in the door with a potential employer.
- Offenders-Re-Entry Advanced Manufacturing Program (RAMP) pilot
  - Gibson & Dyer Counties: Selecting candidates for the training has been challenging due to many barriers. Only 10 out of the 20 men interviewed will be allowed to begin the next class at the Gibson County Jail. It was suggested that before an inmate's discharge, he is counseled about possible job placements, complete a resume, and have something ready for him *before* he leaves. Labor staff has been conducting some workshops in the past, but Connie suggested Career Advisors do the workshops to establish a good relationship with the staff at the American Job Center who will be assisting them. The next meeting to interview the next class of inmates is November 6.
  - Henry County: Henry County appears to have the benefit of the CPT program, along with a Work release program. Other details were discussed earlier in the meeting.
- Dislocated Workers – National Emergency Grant to Address the Opioid Crisis: The TN Department of Labor is planning to apply for a grant to be used statewide to address the opioid crisis. There is a webinar to discuss this grant tomorrow. We have received numerous letters of support from our area.
- Veterans – AJC Staff Training: The new Veterans Representative recently provided training to all American Job Center staff. Erica is working on an outreach program for vocational rehabilitation in order to increase the number of referrals. They also plan to partner more with the high schools.

#### Other

The next Board meeting is set for Tuesday, November 27, 2018 at the Elks Lodge in Trenton.

Respectfully submitted,

Lana Burchfiel  
Public Information Specialist

Northwest TN Workforce Board  
**Outreach and Opportunities Committee**  
Monday, October 29, 2018 – 10:00 a.m.  
Dyersburg State Gibson County Center, Room 129  
2211 US 45 Bypass, Trenton TN  
Conference Call – 1-877-216-1555 #845157

Chair – Ben Marks  
Vice Chair – TBD

Agenda

1. Welcome and Call to Order
2. Review and Approval of Minutes of July 25, 2018 Meeting
3. Election of Vice Chair
4. Re-alignment Transition Update
5. Consideration of Eligible Training Provider List
  - a. New Program
  - b. Program Renewals
6. Promising Practices/ Supplemental Grant Updates & New Opportunities
  - a. Bongards Creamery Community Grant
  - b. DSCC Delta Healthcare Grant Partnership
  - c. Other
7. Special Populations Updates
  - a. Youth Services
    - o Registered Electrical Apprenticeship Preparation (REAP), Lake – Best Practices
    - o Work Experience – Mentoring Component
    - o In-School / Out-of-School Expenditure Rates
  - b. Long-Term Unemployed – Transitional Jobs for Postsecondary Completers
  - c. Offenders - Re-entry Advanced Manufacturing Program (RAMP) pilot
    - o Gibson & Dyer Counties
    - o Future Henry County program
  - d. Dislocated Workers – National Emergency Grant to Address the Opioid Crisis
  - e. Veterans – AJC Staff Training
  - f. Individuals with Disabilities

Other

Northwest TN Workforce Board  
**Outreach and Opportunities Committee**  
Wednesday, July 25, 2018 – 3:00 p.m.  
Humboldt Higher Education Building, Room 25  
1751 E. Main Street, Humboldt, TN  
Conference Call – 1-877-216-1555 #845157

Chair – Ben Marks  
Vice Chair – TBD

Minutes

**Committee Members Attending:** Ronnie Gunnels, Ben Marks, Dr. Karen Bowyer, and Glad Castellaw

**Others Attending:** Margaret Prater, LeAnn Lundberg, Laura Speer, Lana Wood, and Connie Stewart

**Review and Approval of Minutes of May 3, 2018 Meeting**

Ben Marks called the meeting to order and asked the group for comments regarding the prior meeting's minutes. Ronnie made a motion to approve the minutes and Glad seconded the motion. All agreed and the motion carried.

**Election of Vice Chair**

The former Vice Chair has been removed from the Board due to being from Lauderdale County. A replacement has not been identified. Chairman Marks will review possible members for consideration.

**Consideration of Eligible Training Provider List (ETPL)**

- **New Programs**

- TN College of Applied Technology Ripley – Cosmetology: Jennifer reviewed information on the new program beginning in September. The 1,500-hour program leads to a diploma and will cost \$5,762. The labor market information for the counties within a 50-mile radius of Ripley shows a 0.5% growth between 2018 and 2023, or 6 new jobs. The hourly wage ranges from \$9.73 to \$17.95 per hour. The vast majority of jobs are located in Shelby County. There were 451 program graduates in 2016 with 153 job openings. Additional labor market information and information on tracking graduates has been requested from the provider but has not been received. Due to the low demand and wages, lack of response from the provider, and difficulty in tracking graduates, there was no motion to recommend the program for approval. After the transition of Lauderdale County to the Greater Memphis area 10/1/18, the provider can apply to that Board for approval.
- TN College of Applied Technology McKenzie – Major Appliance Repair: the 1,728 hour program will lead to a diploma and will cost \$7,170. The labor market information for the counties within a 50-mile radius of McKenzie shows a 6.8% growth between 2018 and 2023, or 35 new jobs. The hourly wage ranges from \$15.48 per hour to \$19.56 per hour. The jobs are mainly located in Madison and Gibson counties. There were 31 completions in 2017 with 62 openings. Margaret also stated that Tyson will be hiring refrigeration technicians at their new Humboldt facility. A motion was made by Ronnie and seconded by Dr. Bowyer to recommend approval of the program. All agreed and the motion carried.

- **Program Renewals**

- Dyersburg State Community College – AAS Health Science: Jennifer reviewed several potential occupations for graduates. Average hourly wages range from \$15.63 to \$18.26 per hour with annual openings between 2 to 30. A motion was made by Ronnie, seconded by Ben, and approved by all with Dr. Bowyer abstaining from voting and discussing.
- TN College of Applied Technology Ripley – Manufacturing Technology: Hourly wages for Production Workers range from \$12.93 to \$14.61 per hour within the local area and surrounding counties with up to 33 annual openings. The group also discussed ongoing and upcoming expansions in the manufacturing industry providing additional employment opportunities for graduates. A motion was made by Ronnie and seconded by Ben to recommend the program for renewal on the ETPL. All agreed and the motion carried.

### **Promising Practices/ Supplemental Grant Updates**

- Bongards Creamery Community Grant: the project has been ongoing for approximately a year. Bongards is investing \$175,000 in equipping a tractor trailer, provided by TCAT Jackson, with manufacturing equipment to promote careers in manufacturing at middle schools, high schools, and various other locations, such as jails. A fulltime staff person will be sought to oversee the project. The truck will also be used in events such as Manufacturing Day.
- DSCC Delta Community Health Services Grant – Career Coach and EMSI Developer: a grant partnership with Dyersburg State Community College has allowed for the implementation of EMSI' Career Coach software. The program is available to the public on the NWTNJobs.org website. The software allows customers to complete career assessments and review available training programs that lead to credentials related to the matched careers. The grant also allowed for the Board staff to upgrade their EMSI Career Analyst to EMSI Developer software which is used to provide Labor Market Information to area employers and chambers, as well as prospective industries.
- LEAP Grant – Final Report CPT: Margaret reviewed final performance of the LEAP grant, which ended 5/31/18. The grant, originally supposed to be a yearlong program, has been going for about 3 years. During the program, 1114 students were assessed with 78%, or 866, earning a certificate. The grant allows for local high schools to continue to access the training for free. DSCC will continue to serve as an overseer for the program, but CTE Directors will be able to order courses through MSSC.
- Strengthening Working Families – Transition to Greater Memphis: the NWTNWB will continue maintain the grant through 9/30/18. Since the grant provides services for Lauderdale and Tipton county, it will also be transitioned to the Memphis area.

### **Special Populations Updates**

- Youth Services – Registered Electrical Apprenticeship Preparation (REAP) – Lake: Amteck offered an electrical apprenticeship program for seven graduating students from Lake County High School. All seven completed the two-week program. At the end of the program, two interested students were offered to continue training with Amteck. One student continued the program and is expected to complete his work experience hours next week. He will then begin full-time employment with Amteck and will continue in the 4-year Registered Electrical Apprenticeship program. The group discussed the possibility of continuing the program next year and means of identifying best practices in order to improve the results. Additionally, the TDLWD has applied

for a waiver from the U.S. Department of Labor (USDOL) to allow for 50% of Youth funds to be spent on In-School Youth. This could allow for additional In-School Youth programs, like the former Peer Tutoring Program.

- Youth Work Experience – challenges and successes: While some participants have been successful, there have been many challenges. Many of the participants have been asked to leave job sites for unprofessional and / or inappropriate behavior. Others have voluntarily quit. Many of the potential participants coming into the AJC don't follow through with enrollment. Despite the many challenges, our area has served more Youth Work Experience participants than any other area in the State.
- Offenders - Re-entry Advanced Manufacturing Program (RAMP) pilot – Gibson & Dyer counties: The Dyer County program is focusing on female inmates while Gibson County is offering the program to male programs. TCAT Jackson is offering the training in Gibson County. The first 7-week class completed with 9 of 10 inmates passing certifications in Safety, Quality, Manufacturing Processes, and Maintenance Awareness. The remaining inmate will continue to work with the instructor to pass Quality and Manufacturing Processes. AJC partners have offered workshops on resumes and interviewing, and employers have toured the program. The equipment ordered has been delayed so equipment has been loaned to the program. DSCC is offering the program in Dyer County. Of the 13 enrolled in the course, 9 are still participating. All 9 have passed Safety; 7 of 8 have passed Quality; and 4 have taken passed Manufacturing Processes. The AJC will be scheduling workshops and DSCC will work with those near release to continue their education. DSCC is planning a graduation activity.
- Dislocated Workers / Veterans / Individuals with Disabilities: The Career Coach has held events at the Vocational Rehabilitation Centers in Dyersburg and Union City.

### **Re-alignment Transition Update**

Transition of Lauderdale and Tipton counties to the Greater Memphis Area is underway. The transition will be effective 10/1/18. Lana, Margaret, and other staff have met with staff from the Memphis Area and their OSO / Service Provider. New agreements in our area have also been enacted for the new nine county area in advance of the July 1, 2018 deadline. A newly approved board for local area has been submitted. Members from Lauderdale and Tipton counties have been removed which created an opening for a private sector member. Stacey Weeks from Dyersburg has been selected. By October 1, 2018 a new OSO and Service Provider must be selected. The possibility of a Regional OSO for West TN was discussed among the local areas in West TN but was not feasible at this time. A new Memorandum of Understanding, Infrastructure Funding Agreement, and Eligible Training Provider List (ETPL) must be implemented by November 1st. There will not be any ETPL changes necessary in our area since we are not gaining new counties. New Board bylaws are due by December 1st. Our updated bylaws will be presented at the August 28th meeting. Funding has also been requested from the State for transitional activities.

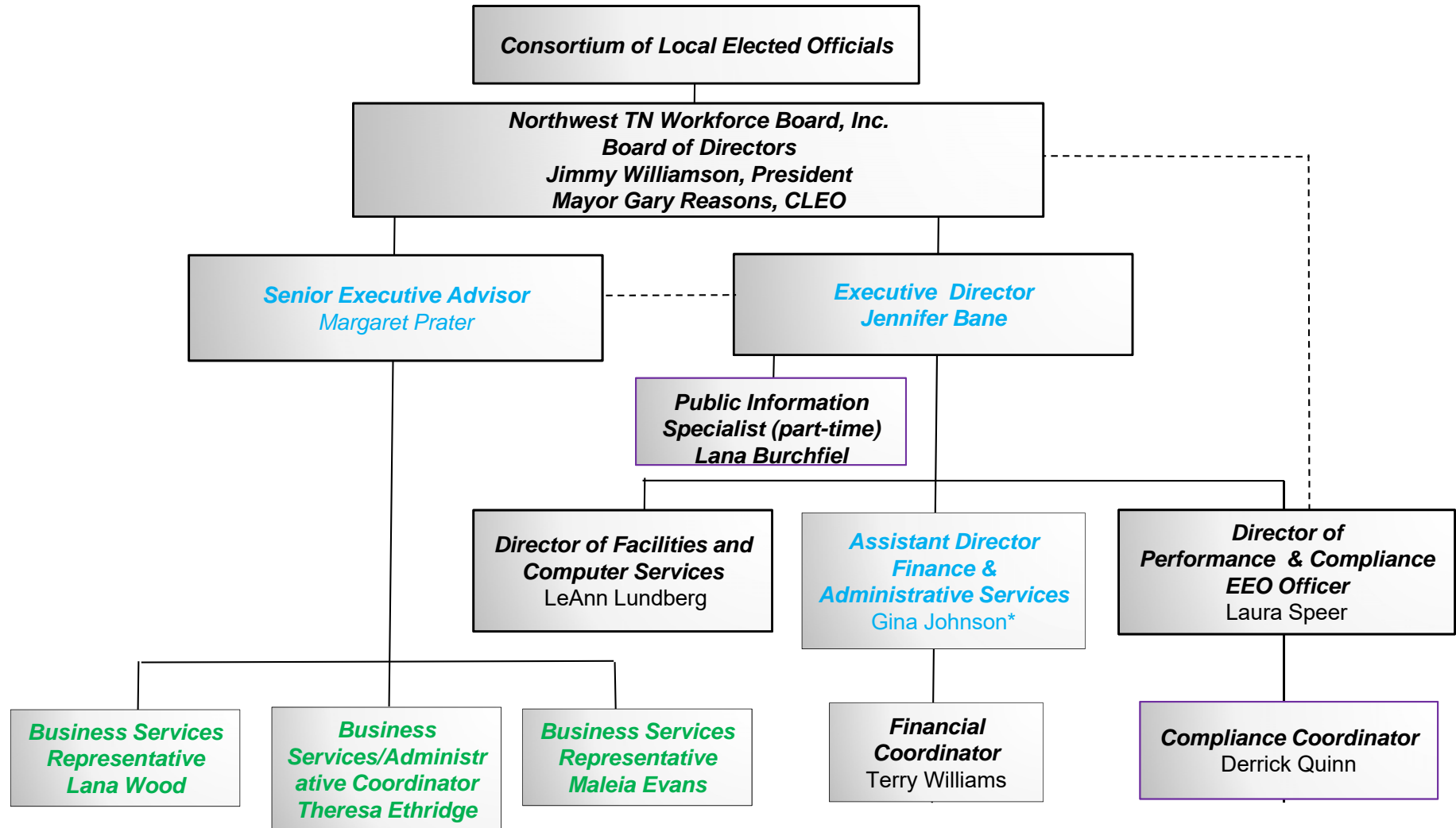
### **Other**

With no other business, the meeting was adjourned.

Respectfully Submitted,

Jennifer Bane  
Chief Operating Officer

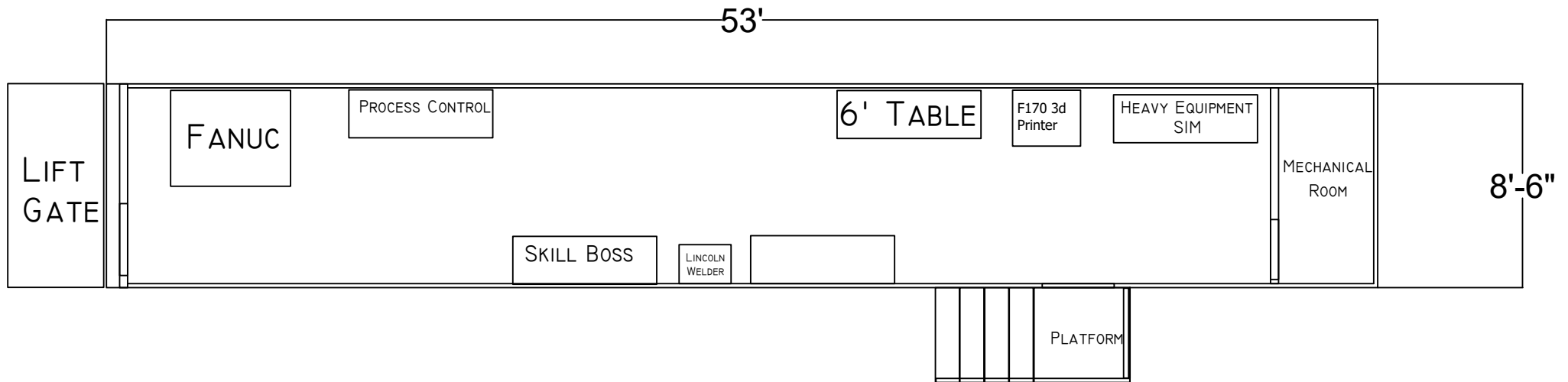
# Northwest TN Workforce Board, Inc. – Organizational Chart – October 2018





Provider Name	Program Title	Completion Level	Occupation Title	Annual Openings	Avg. Hourly Earnings	2018 Jobs	2023 Jobs	2018 - 2023 Change	Notes
AMTECK	Electrical Contractor Registered Apprenticeship	Registered Apprentice	Electricians	37	\$ 22.48	268	317	49	Registered Apprenticeship programs are automatically eligible for the ETPL.
MAGIC VALLEY CNA	NURSE AIDE TRAINING	Certificate < 1 year	Nursing Assistants	139	\$ 10.36	1,218	1,214	-4	NWTN Only; Program being discontinued
				1218	\$ 11.90	9,431	10,426	995	W. TN + Surrounding Counties
Roadrunner Driving School, LLC	Truck Driving	Certificate < 1 year	Heavy and Tractor-Trailer Truck Drivers	207	\$ 19.00	1,695	1,864	169	
TCAT-Newbern (Main Campus)	ADMINISTRATIVE OFFICE TECHNOLOGY	Certificate 1-2 years	Executive Secretaries & Administrative Assistants; Secretaries & Administrative Assistants, Except Legal, Medical, and Executive; Office Clerks, General; Office & Administrative Support Workers, All Other	455	\$ 14.10	3,920	3,980	60	
	ADVANCED PROGRAMMABLE LOGIC CONTROLLERS	Certificate < 1 year	Industrial Engineering Technicians; Engineering Technicians, Except Drafts, All Other	21	\$ 24.89	209	226	17	
	AUTOMOTIVE TECHNOLOGY	Certificate 1-2 years	Automotive Service Technicians and Mechanics	38	\$ 15.51	336	382	46	
	CERTIFIED NURSING ASSISTANT	Certificate < 1 year	Nursing Assistants	139	\$ 10.36	1,218	1,214	-4	NWTN Only
				1,218	\$ 11.90	9,431	10,426	995	W. TN + Surrounding Counties
	Diesel Powered Equipment Technology	Certificate 1-2 years	Bus and Truck Mechanics and Diesel Engine Specialists	26	\$ 17.65	233	269	36	
	DRAFTING CAD TECHNOLOGY	Certificate 1-2 years	Mechanical, Architectural, and Civil Drafters	5	\$ 25.30	44	52	8	
	ELECTRONICS TECHNOLOGY	Certificate 1-2 years	Electrical and Electronics Engineering Technicians	10	\$ 23.75	90	106	16	
	HEATING, VENTILATION, AIR CONDITIONING/REFRIGERATION	Certificate 1-2 years	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	29	\$ 17.95	249	278	29	
	INDUSTRIAL MAINTENANCE	Certificate 1-2 years	Industrial Machinery Mechanics	51	\$ 20.19	503	557	54	
	INJECTION MOLDING/ROBOTICS	Postsec. Awards/Cert./Diplomas; 1-2 yrs.	Industrial Engineering Technicians; Engineering Technicians, Except Drafts, All Other	21	\$ 24.89	209	226	17	
	INTRODUCTORY CNC MACHINING	Certificate < 1 year	Computer-Controlled Machine Tool Operators & Programmers, Metal and Plastic	16	\$ 17.63	121	145	24	
	MACHINE TOOL TECHNOLOGY	Certificate 1-2 years	Machinists	46	\$ 21.10	372	424	52	
	PRACTICAL NURSING	Certificate 1-2 years	Licensed Practical and Licensed Vocational Nurses	86	\$ 16.08	1,170	1,165	-5	NWTN Only
	PRACTICAL NURSING (EVENING/WEEKENDS)	Certificate 1-2 years		638	\$ 18.18	7,639	8,311	672	W. TN + Surrounding Counties
	PROGRAMMABLE LOGIC CONTROLLERS (PLCS)	Certificate < 1 year	Industrial Engineering Technicians; Engineering Technicians, Except Drafts, All Other	21	\$ 24.89	209	226	17	
	TRUCK DRIVING	Certificate < 1 year	Heavy and Tractor-Trailer Truck Drivers	207	\$ 19.00	1,695	1,864	169	
	WELDING	Certificate 1-2 years	Welders, Cutters, Solderers, and Brazers & Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders	55	\$ 17.15	425	487	62	

TCAT - MCKENZIE	ADMINISTRATION OFFICE TECHNOLOGY	TTC Diploma	Executive Secretaries & Administrative Assistants; Secretaries & Administrative Assistants, Except Legal, Medical, and Executive; Office Clerks, General; Office & Administrative Support Workers, All Other	455	\$ 14.10	3,920	3,980	60	
	AUTOMOTIVE TECHNOLOGY	TTC Diploma	Automotive Service Technicians and Mechanics	38	\$ 15.51	336	382	46	
	HVAC/REFRIGERATION	TTC Diploma	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	29	17.95	249	278	29	
	INDUSTRIAL MAINTENANCE INTERGRATED AUTOMATION	TTC Diploma	Industrial Machinery Mechanics	51	\$ 20.19	503	557	54	
	INFORMATION TECHNOLOGY SYSTEMS MANAGEMENT	TTC Diploma	Computer and Information Systems Managers; Information Security Analysts	8	\$ 39.85	72	91	19	
	MACHINE TOOL TECHNOLOGY	TTC Diploma	Machinists	46	\$ 21.10	372	424	52	
	WELDING TECHNOLOGY	Certificate 1-2 years	Welders, Cutters, Solderers, and Brazers & Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders	55	17.15	425	487	62	
TCAT - PARIS	ADMINISTRATIVE OFFICE TECHNOLOGY	TTC Diploma	Executive Secretaries & Administrative Assistants; Secretaries & Administrative Assistants, Except Legal, Medical, and Executive; Office Clerks, General; Office & Administrative Support Workers, All Other	455	\$ 14.10	3,920	3,980	60	
	COLLISION REPAIR TECHNOLOGY	TTC Diploma	Automotive Body and Related Repairers	15	\$ 18.85	140	150	10	
	COMPUTER INFORMATION TECHNOLOGY	TTC Diploma	Computer User Support Specialists	15	\$ 19.02	152	184	32	
	EARLY CHILDHOOD EDUCATION	TTC Diploma	Preschool Teachers, Except Special Education	30	\$ 17.98	277	295	18	
	HEALTH INFORMATION MANAGEMENT TECHNOLOGY	TTC Diploma	Medical Secretaries & Medical Records and Health Information Technicians	32	\$ 13.75	300	329	29	
	INDUSTRIAL MAINTENANCE	TTC Diploma	Industrial Machinery Mechanics	51	\$ 20.19	503	557	54	
	MACHINE TOOL TECHNOLOGY	TTC Diploma	Machinists	46	\$ 21.10	372	424	52	
	MOTORCYCLE AND A.T.V. REPAIR	TTC Diploma	Motorcycle Mechanics	2	\$ 15.46	15	17	2	NWTN Only
				10	\$ 17.30	85	89	4	W. TN + Surrounding Counties
	PRACTICAL NURSING (FULL TIME)	TTC Diploma	Licensed Practical and Licensed Vocational Nurses	86	16.08	1170	1165	-5	NWTN Only
	PRACTICAL NURSING (PARTTIME)	TTC Diploma		638	18.18	7639	8311	672	W. TN + Surrounding Counties
	RESIDENTIAL BUILDING MAINTENANCE	TTC Diploma	Maintenance and Repair Workers, General	112	\$ 17.19	984	1,099	115	
	Welding	TTC Diploma	Welders, Cutters, Solderers, and Brazers & Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders	55	17.15	425	487	62	





## WIOA Targeted Population Summary

- LWIA/Region: Northwest Tennessee

- Filter By Date: Active Date

- Date Range: 7/1/2018 - 9/30/2018

Target Group	Total Enrolled	New Enrolled	Received Career Services	Received Training/ Educ Svcs	Total Exited	With Credential
<b>Total</b>	<u>710</u>	<u>191</u>	<u>700</u>	<u>608</u>	<u>2</u>	<u>153</u>
<b>Gender</b>						
Female	<u>432</u> 60.85%	<u>114</u> 59.69%	<u>432</u> 61.71%	<u>367</u> 60.36%	<u>1</u> 50.00%	<u>82</u> 53.59%
Male	<u>276</u> 38.87%	<u>77</u> 40.31%	<u>266</u> 38.00%	<u>240</u> 39.47%	<u>1</u> 50.00%	<u>70</u> 45.75%
NA	<u>2</u> 0.28%	0	<u>2</u> 0.29%	<u>1</u> 0.16%	0	<u>1</u> 0.65%
<b>Age</b>						
18 and Under	<u>72</u> 10.14%	<u>14</u> 7.33%	<u>72</u> 10.29%	<u>52</u> 8.55%	0	<u>12</u> 7.84%
19 to 24	<u>320</u> 45.07%	<u>79</u> 41.36%	<u>319</u> 45.57%	<u>259</u> 42.60%	<u>1</u> 50.00%	<u>64</u> 41.83%
25 to 54	<u>302</u> 42.54%	<u>95</u> 49.74%	<u>294</u> 42.00%	<u>285</u> 46.88%	<u>1</u> 50.00%	<u>75</u> 49.02%
55 and Older	<u>16</u> 2.25%	<u>3</u> 1.57%	<u>15</u> 2.14%	<u>12</u> 1.97%	0	<u>2</u> 1.31%
<b>Race/Ethnicity</b>						
White	<u>531</u> 74.79%	<u>141</u> 73.82%	<u>523</u> 74.71%	<u>479</u> 78.78%	<u>2</u> 100.00%	<u>126</u> 82.35%
African American/Black	<u>176</u> 24.79%	<u>50</u> 26.18%	<u>174</u> 24.86%	<u>126</u> 20.72%	0	<u>28</u> 18.30%
American Indian/Alaskan Native	<u>7</u> 0.99%	<u>2</u> 1.05%	<u>7</u> 1.00%	<u>7</u> 1.15%	0	<u>2</u> 1.31%
Asian	<u>1</u> 0.14%	0	<u>1</u> 0.14%	<u>1</u> 0.16%	0	<u>1</u> 0.65%
Hawaiian/Other Pacific Islander	<u>1</u> 0.14%	0	<u>1</u> 0.14%	<u>1</u> 0.16%	0	<u>1</u> 0.65%
Hispanic	<u>24</u> 3.38%	<u>4</u> 2.09%	<u>24</u> 3.43%	<u>18</u> 2.96%	0	<u>2</u> 1.31%
<b>Educational Status</b>						
In-school, H.S. or less	<u>4</u> 0.56%	0	<u>4</u> 0.57%	<u>4</u> 0.66%	0	<u>2</u> 1.31%
In-school, Post-H.S.	<u>136</u> 19.15%	<u>1</u> 0.52%	<u>136</u> 19.43%	<u>133</u> 21.88%	0	<u>44</u> 28.76%
Not attending school, H.S. Dropout	<u>3</u> 0.42%	0	<u>3</u> 0.43%	<u>1</u> 0.16%	0	0
Not attending school, H.S. Graduate	<u>230</u> 32.39%	<u>3</u> 1.57%	<u>220</u> 31.43%	<u>191</u> 31.41%	<u>1</u> 50.00%	<u>70</u> 45.75%
<b>UC Status</b>						
Eligible claimant referred by WPRS	<u>2</u> 0.28%	0	<u>2</u> 0.29%	<u>1</u> 0.16%	0	<u>1</u> 0.65%
Eligible claimant not referred by WPRS	<u>16</u> 2.25%	0	<u>16</u> 2.29%	<u>13</u> 2.14%	0	<u>2</u> 1.31%
Exhaustee	<u>10</u>	0	<u>10</u>	<u>10</u>	0	<u>3</u>



	1.41%		1.43%	1.64%		1.96%
Neither claimant or exhaustee	<a href="#">311</a> 43.80%	0	<a href="#">301</a> 43.00%	<a href="#">278</a> 45.72%	<a href="#">1</a> 50.00%	<a href="#">103</a> 67.32%
<b>Veteran</b>						
All Veterans	<a href="#">16</a> 2.25%	<a href="#">4</a> 2.09%	<a href="#">14</a> 2.00%	<a href="#">15</a> 2.47%	0	<a href="#">3</a> 1.96%
Eligible Veteran Status	<a href="#">16</a> 2.25%	<a href="#">4</a> 2.09%	<a href="#">14</a> 2.00%	<a href="#">15</a> 2.47%	0	<a href="#">3</a> 1.96%
Other Eligible Person/Veteran Spouse	0	0	0	0	0	0
Campaign Veteran	<a href="#">1</a> 0.14%	0	<a href="#">1</a> 0.14%	<a href="#">1</a> 0.16%	0	<a href="#">1</a> 0.65%
Disabled Veteran	<a href="#">2</a> 0.28%	0	<a href="#">2</a> 0.29%	<a href="#">2</a> 0.33%	0	<a href="#">1</a> 0.65%
Transitioning Service Member	<a href="#">1</a> 0.14%	<a href="#">1</a> 0.52%	<a href="#">1</a> 0.14%	<a href="#">1</a> 0.16%	0	0
Recently Separated Veteran	0	0	0	0	0	0
<b>Barriers</b>						
Individuals with Disability	<a href="#">29</a> 4.08%	<a href="#">13</a> 6.81%	<a href="#">29</a> 4.14%	<a href="#">24</a> 3.95%	0	<a href="#">7</a> 4.58%
Displaced Homemaker	<a href="#">4</a> 0.56%	<a href="#">2</a> 1.05%	<a href="#">4</a> 0.57%	<a href="#">4</a> 0.66%	0	<a href="#">2</a> 1.31%
Underemployed	<a href="#">308</a> 43.38%	<a href="#">108</a> 56.54%	<a href="#">308</a> 44.00%	<a href="#">287</a> 47.20%	<a href="#">1</a> 50.00%	<a href="#">53</a> 34.64%
Dislocation Event	<a href="#">1</a> 0.14%	0	<a href="#">1</a> 0.14%	<a href="#">1</a> 0.16%	0	<a href="#">1</a> 0.65%
Within 2 Years of Exhausting TANF	<a href="#">1</a> 0.14%	<a href="#">1</a> 0.52%	<a href="#">1</a> 0.14%	<a href="#">1</a> 0.16%	0	0
Hawaiian Native	0	0	0	0	0	0
Single Parent	<a href="#">108</a> 15.21%	<a href="#">15</a> 7.85%	<a href="#">108</a> 15.43%	<a href="#">87</a> 14.31%	0	<a href="#">23</a> 15.03%
Facing Substantial Cultural Barriers	0	0	0	0	0	0
Eligible Migrant and Seasonal Farmworker	0	0	0	0	0	0
Meets Governors Special Barrier	0	0	0	0	0	0
English Language Learner	<a href="#">2</a> 0.28%	0	<a href="#">2</a> 0.29%	<a href="#">2</a> 0.33%	0	0
Basic Skills Deficient	<a href="#">6</a> 0.85%	<a href="#">1</a> 0.52%	<a href="#">6</a> 0.86%	<a href="#">2</a> 0.33%	0	<a href="#">1</a> 0.65%
Offender	<a href="#">59</a> 8.31%	<a href="#">22</a> 11.52%	<a href="#">59</a> 8.43%	<a href="#">51</a> 8.39%	0	<a href="#">20</a> 13.07%
Homeless	<a href="#">3</a> 0.42%	<a href="#">1</a> 0.52%	<a href="#">3</a> 0.43%	<a href="#">2</a> 0.33%	0	0
Runaway Youth	0	0	0	0	0	0
Foster Care (All)	<a href="#">3</a> 0.42%	0	<a href="#">3</a> 0.43%	<a href="#">1</a> 0.16%	0	<a href="#">1</a> 0.65%
In Foster Care	0	0	0	0	0	0
Aged Out of Foster Care	<a href="#">3</a> 0.42%	0	<a href="#">3</a> 0.43%	<a href="#">1</a> 0.16%	0	<a href="#">1</a> 0.65%
Pregnant or Parenting Youth	<a href="#">61</a> 8.59%	<a href="#">8</a> 4.19%	<a href="#">61</a> 8.71%	<a href="#">27</a> 4.44%	<a href="#">1</a> 50.00%	<a href="#">6</a> 3.92%
Out of Home Placement	0	0	0	0	0	0
Eligible Under Section 477	0	0	0	0	0	0

Youth Requires Additional Assistance	<a href="#">68</a> 9.58%	<a href="#">11</a> 5.76%	<a href="#">68</a> 9.71%	<a href="#">29</a> 4.77%	0	<a href="#">14</a> 9.15%
<b>Public Assistance</b>						
TANF	<a href="#">11</a> 1.55%	<a href="#">2</a> 1.05%	<a href="#">11</a> 1.57%	<a href="#">6</a> 0.99%	0	<a href="#">1</a> 0.65%
SNAP	<a href="#">177</a> 24.93%	<a href="#">45</a> 23.56%	<a href="#">177</a> 25.29%	<a href="#">135</a> 22.20%	<a href="#">2</a> 100.00%	<a href="#">39</a> 25.49%
Social Security Disability Insurance (SSDI)	<a href="#">9</a> 1.27%	<a href="#">5</a> 2.62%	<a href="#">9</a> 1.29%	<a href="#">6</a> 0.99%	0	<a href="#">2</a> 1.31%
Supplemental Security Income (SSI)	<a href="#">11</a> 1.55%	<a href="#">1</a> 0.52%	<a href="#">11</a> 1.57%	<a href="#">10</a> 1.64%	0	<a href="#">7</a> 4.58%
General Assistance	<a href="#">1</a> 0.14%	0	<a href="#">1</a> 0.14%	<a href="#">1</a> 0.16%	0	0
Living in the High Poverty Area	<a href="#">14</a> 1.97%	<a href="#">1</a> 0.52%	<a href="#">14</a> 2.00%	<a href="#">2</a> 0.33%	0	0
Free or Reduced Lunch	<a href="#">2</a> 0.28%	0	<a href="#">2</a> 0.29%	0	0	0
Low Income	<a href="#">578</a> 81.41%	<a href="#">156</a> 81.68%	<a href="#">578</a> 82.57%	<a href="#">492</a> 80.92%	<a href="#">2</a> 100.00%	<a href="#">135</a> 88.24%
<b>Green Training</b>						
Received Green Training	0	0	0	0	0	0



STATE OF TENNESSEE  
**DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT**  
DIVISION OF WORKFORCE SERVICES  
220 French Landing Drive  
Nashville, TN 37243-1002  
(615) 741-1031

Dear Chief Local Elected Official,

On May 11, 2018, Tennessee's State Workforce Development Board (SWDB) staff completed an extensive analysis of the local workforce development areas (LWDA), federal and state resources, and labor market data. Upon completion of this analysis, it was determined that Tennessee must align its resources to allow for a more efficient and effective government and bring forth innovation and best practices that will help Tennessee lead the nation in jobs, education, and government efficiency. The SWDB needed increased flexibility to design and deliver workforce services that would allow SWDB to serve its constituents effectively through the Tennessee Workforce System. Therefore, Tennessee's SWDB submitted five (5) Workforce Innovation and Opportunity Act (WIOA) waivers from the Department of Labor for use at the state level to benefit workforce areas in supporting and aligning our Governor's Drive to 55 mission, "Equipping 55% of Tennesseans with a college degree or certificate by 2025."

It is with great pleasure that we inform you that three of the five waiver requests were approved.

**Requested Waiver: Reducing the percentage of expenditures for out of school youth (OSY) from seventy-five percent (75%) to fifty percent (50%).**

The State's request to waive the requirement that local areas expend seventy-five percent (75%) of local formula youth funds on OSY is approved. ETA approves the requested waivers for Program Years (PYs) 2018 and 2019 (July 1, 2018 through June 30, 2020). Tennessee may lower the target rate for expenditure of local youth funds to fifty percent (50%) on OSY.

**Requested Waiver: Allow Tennessee to provide Individualized Training Accounts (ITAs) to at-risk in-school youth (ISY).**

The State's request to waive the requirement limiting ITAs to only OSY ages 18-24 is approved. ETA approves this waiver for PYs 2018 and 2019 (July 1, 2018 through June 30, 2020).

**Requested Waiver: Allow Tennessee to collect and report performance data for all WIOA funded participants.**



The State's request to waive the obligation of Eligible Training Providers (ETPs) to collect and report performance data on all students in a training program is approved. ETA approves this waiver for PYs 2018 and 2019 (July 1, 2018 through June 30, 2020).

To summarize, effective immediately, LWDBs can elect to expend 50% of program funding on both ISY and OSY and issue ITAs to participants that classify as ISY at enrollment. For the ETPs, they will only have to report on WIOA-funded participants, whereas previously they were required to report on all students in a training program whether WIOA-funded or not.

LWDBs can elect not to adopt the new expenditure of 50% for both youth populations.

If a LWDB elects not to participate in the new expenditure, a detailed service strategy on how the area will serve the at-risk ISY population will need to be submitted no later than **Friday, October 12, 2018**. The detailed service strategy must include how the area will utilize community resources and community partners to serve the at-risk ISY population. If no response is submitted by deadline, the area will default to the new expenditure of 50% ISY and 50% OSY.

Please send all correspondences to [workforce.board@tn.gov](mailto:workforce.board@tn.gov).

Sincerely,

A handwritten signature in black ink, appearing to read 'Deniece Thomas', with a long horizontal flourish extending to the right.

Deniece Thomas,  
Assistant Commissioner,  
Tennessee Department of Labor & Workforce Development

# Opioid Disaster Recovery Proposal

---

## Communities of Hope

Communities of Hope describes a collective vision of hope that is built on the community's capacity to connect and build a continuum of services for those impacted by opioid abuse. This approach brings together mental health professionals, health providers, employers, criminal justice organizations, faith- and community-based organizations, educational institutions, and career and training agencies to leverage their resources and focuses on reducing inappropriate use of opioids through care coordination, addressing unmet social service needs, and reintegrating individuals into the workforce through the therapeutic workplace program.

## Program Target Area

Currently there are four focus areas Northeast TN, Greater Memphis, and Northern Middle based on Department of Health information (not limited to these areas, but will need a justification for areas outside these four).

## Information needed to complete the application:

- Statement of need
  - State will address overall demonstration of needs in affected communities – department of health and wired unit to provide assistance with justification of need
  - Local areas – provide supporting documentation to justify area of need or economic impact related to opioid epidemic
- Coordination with Partner Organizations
  - State has met with the department of Mental Health and Substance Abuse and have given us a green light to include their 7 planning regions as a partner
  - Local areas – letters of commitment from the following organizations but not limited to:
    - community health providers or health-related organization
    - faith- and community-based organizations
    - justice or law enforcement organizations
    - educational institutions
    - employers or industry organizations

Each local board that will be a part of the project will be required to develop a Community of Hope planning team. The objective of the planning team will be to develop a continuum of services for those impacted by the opioid crisis. A coordinator will be needed to facilitate the flow of services and other events.

These planning teams will plan and implement the pilot project design including the training for employment and training staff and additional partners that will engage the participant at all levels. The team will also develop list of nonprofit agencies and businesses that may be willing to participate as layoff aversion programs.

- Service Delivery
  - Local areas – develop a disaster-relief employment program
    - Short-term work assistance to individuals impacted by opioid addiction. (Therapeutic Workplace Program – individuals will be hired in the program and provided with on-the-job training and or educational attainment, and paid to work. Another aspect of the program will be drug testing, social services, and treatment services).

- Employment & Training Activities
  - Recruiting and enrollment strategy
  - Employment as para professionals in areas impact the opioid crisis: addiction treatment, pain management/prescription painkillers, mental health treatment services = focus on in demand occupations
  - Customized training opportunities
- Supportive Services
  - Supportive services will consist of childcare, transportation, uniform and/or work attire, tools, materials, certification fees and incentives. Other supports like therapy, housing, financial incentives and subsidies, etc. – can be administered by a third party organization.
- Direct & Indirect Costs
  - Local Areas – provide us with the costs expected for this project
- How many individuals locals estimate to be involved in the pilot project?
  - Local Areas – provide us with an estimate on the number of individuals you anticipate serving

## Roles & Responsibilities:

**Labor and Workforce Development:** The Department's role will serve as the lead applicant, having the overall fiscal and administrative responsibility for the cooperative agreement, including performance and sub-awardees. This includes being the primary contact to receive and take part in evaluations conducted by USDOL.

**Local Workforce Development Areas:** Local board staff will coordinate a team of agencies and organizations (Community of Hope) that will leverage resources. Local Areas will implement and promote the Therapeutic Workplace Program. Staff at the American Job Center's will assist with the workforce education and training services to participants as well as referral and follow-up to participants.

**Mental Health and Substance Abuse:** Will assist with training American Job Center staff on how to best work with participants. Also, mental health regional centers will assist with drug testing and additional services as offered by Mental Health and Substance Abuse.

**Health:** Training Business Services Team on Therapeutic Workplace