

**Northwest Tennessee Workforce Board and  
Consortium of Local Elected Officials for  
Northwest TN Workforce Development Area**

**Tuesday, November 19, 2019**

**Northwest TN Development District – 124 Weldon Drive, Martin, TN  
Conference Call 1-877-216-1555 # 845157**

**Members Present:** Kristie Bennett, Jimmy Williamson, David Parrish, Ben Marks, Randy Shannon, Ted Piazza, Brad Hurley, Landy Fuqua, Angela Hollingsworth, John Penn Ridgeway

**Members via Conference call:** Rita Alexander, Eddie White

**CLEO members present:** Mayor Brent Greer, Mayor Benny McGuire, Mayor Gary Reasons, Mayor Joseph Butler, Mayor Jake Bynum, Mayor Denny Johnson

**Committee Members Present:** Ronnie Gunnels, Blake Swaggart, Mark Chandler, Justin Crice, Jana Hellums, Sherry Fowler

**Staff Members Present:** Lana Burchfiel, Laura Speer, Jennifer Bane, LeAnn Lundberg, Gina Johnson, Ginger Powell

**Other guests present:** Jamie Franklin, Erica Nance, Connie Stewart, Steve Playl, Logan LaFevers

**Welcome:** Mayor Gary Reasons welcomed all members and guests to the Quarterly Meeting of the Northwest TN Workforce Board.

**Business Meeting:** Jimmy Williamson called the business meeting to order, acknowledged that a quorum was present, and reminded members to abstain from discussion and voting in the event of a Conflict of Interest.

**Approval of Minutes of August 27, 2019 Meeting:** The minutes of the August 27, 2019 meeting were presented for review.

- **MOTION:** A motion to approve the August 27, 2019 minutes as presented was made by Brad Hurley and seconded by Ted Piazza. All were in favor and the motion carried.

**Eligible Training Provider List – UT Martin Corrections:** Jimmy Williamson stated that the costs for the programs listed in the attachment were previously only listing the cost per year instead of the entire program cost as it should be. Since the costs increased more than 25%, they have to be re-approved by the board.

- **MOTION:** A motion to approve the corrections to the cost of the UT Martin programs as presented was made by Ted Piazza and seconded by Brad Hurley. All were in favor and the motion carried.

**Meeting Reports**

**American Job Center Committee:** John Penn Ridgeway presented the following report from the October 28, 2019 meeting of the American Job Center (AJC) Committee:

- Erica Nance, One-Stop Operator shared very detailed reports including the Employer Services Report, Target Populations report, Referral and Co-Enrollment reports, and VOS Greeter reports showing traffic counts across all offices through June. Over 800 services were provided to 201 employers during the July through September quarter, and there were over 8,000 visits to the American Job Centers since July 1<sup>st</sup> with nearly 11,000 services provided. Mid-Cumberland Human Resource Agency became the One-Stop Operator contractor in September and is striving to increase AJC traffic count by 20%. New goals are listed on the Performance Dashboard included with the handouts.
- The Career Services Report provided an overview of classroom training and work experience enrollments, and the Re-Entry Advanced Manufacturing Program (RAMP) and REAP programs. Our Fall enrollments from July through September were down from last year, specifically in August. This was partially due to the loss of Lauderdale and Tipton Counties, and large RAMP

enrollments occurring in August last year. This year the Career Service Provider will also start tracking training enrollments compared to annual openings in jobs.

- The Business Services report showed we have had 119 enrolled in On-the-Job Training since July 1<sup>st</sup> with a 73% completion rate so far. Over \$238,000 in Incumbent Worker Training grants had been expended by September 30th with a few additional invoices being processed this quarter to fully expend all of the Consolidated Business Grant funds. Staff also continue to coordinate job fairs, provide labor market information, and provide presentations.
- The committee also discussed recent and upcoming re-designations of some American Job Centers, including Lake County, Crockett, and Benton Counties which have all been re-designated as part-time Specialized Centers. The committee also reviewed the percentage of customers served by each center compared to the county's percentage of the total area's population, and traffic count by day of the week. Weakley and Henry are the next two lowest, and are in the process of moving to 4 days-a-week centers, which will be effective in February if approved. Staff will remain full-time but will be out of the AJC one day per week for community outreach.
- The committee also discussed current workshop offerings and welcomes suggestions for potential updates to the current offerings of job search assistance, interviewing, financial literacy, and starting a small business.

Outreach and Opportunities Committee Meeting: Ben Marks presented the following report from the October 28, 2019 meeting of the Outreach and Opportunities Committee:

- The committee reviewed two new programs for addition to the Eligible Training Provider List. The first program was the Certified Production Technician, or CPT, program at TCAT Newbern, which will be offered at the Obion and Lake County Jails as part of the Re-Entry Advanced Manufacturing Program, or RAMP, utilizing the new Rural Initiative funding. The Committee recommended approval of TCAT Newbern's CPT program for addition to the Eligible Training Provider List, and it was approved by the Executive Committee on October 30th, anticipating classes would begin before this board meeting.
- The second new program reviewed was the Healthcare Technician program at Dyersburg State Community College. There is growth in this field, and the program is being implemented due to requests from area employers. The Committee recommended approval of Dyersburg State's Healthcare Technician program for addition to the Eligible Training Provider List.
  - **MOTION: A motion to approve the Healthcare Technician program at Dyersburg State Community College as presented was made by Ben Marks and seconded by Ted Piazza. All were in favor and the motion carried.**
- Dyersburg State's Paramedic to RN program is currently on the Eligible Training Provider List but is due for renewal. There have not been any issues with the program and there continues to be growth in our area for RNs. The Committee recommended continued approval of Dyersburg State's Paramedic to RN program.
  - **MOTION: A motion to approve the renewal of the Paramedic to RN program at Dyersburg State Community College as presented was made by Ben Marks and seconded by Kristie Bennett. All were in favor and the motion carried.**
- The Committee also heard updates on several ongoing special grant programs and a few new initiatives including the State's Rural Initiative Grant for at-risk and distressed counties, their Registered Apprenticeship Grant, and the Delta Regional Authority's Workforce Grant Program. Our area will also be receiving additional RESEA funds, about \$267,000 this year, to provide RESEA services in all Affiliate and Specialized Centers.
- The committee also reviewed the Target Populations report detailing the numbers served for priority populations, which showed an increase in the number of offenders served for the first quarter of this year program over last year.
- The committee also heard updates on Youth Services, including the expanded Registered Electrical Apprenticeship Preparation (REAP) pilot, an update on the results of the Federal Youth Monitoring, and the Perkins Career & Technical Education (CTE) strategic planning currently underway.

- Services for offenders through the Re-entry Advanced Manufacturing Program (RAMP)'s Certified Production Technician (CPT) courses are currently being offered in Gibson and Henry County jails, and are expected to resume in Dyer County after the first of the year in the new women's facility. The Rural Initiative funding will be utilized to expand the program into Carroll, Lake, Obion, and Weakley Counties, with Weakley County focusing on the work-release component. Staff are also partnering with the Day Reporting Center in Jackson, which serves all of West TN except for Shelby County, to assist their staff person with making connections with our employers regarding placing their participants in employment
- The committee also received information about Dyersburg State Community College's (DSCC's) new Winter Term and some classes that will also be offered as half-term classes during regular Spring and Fall terms. DSCC will also be promoting several of their programs that can be finished in one year or less, including CPT, and implementing a new Mechatronics program in Fall 2020 to meet industry needs, including Tyson in Gibson County.

**Executive Committee:** Ted Piazza presented the following report from the October 30, 2019 meeting of the Executive Committee:

- The Committee heard reports on Facilities and Technology, Quarterly Complaint Logs, and Monitoring, including updates to the Monitoring Policy. Additionally, the committee approved the re-designation of the American Job Centers in Henry and Weakley Counties as part-time specialized centers, effective in February upon completion of the certification process.
- Performance and Budget information reviewed included final performance numbers for the program year that ended 6/30/19, and there were no changes from the preliminary information received and presented at the annual meeting. Estimated performance attainment is listed on the Performance Dashboard included in the handouts. The financial status report as of September 30th, showed the minimum participant cost rate (MPCR) was 33%, which is below the required 40% minimum. Once all invoices were factored in, the MPCR would have been approximately 46%. Out-of-School Youth expenditures exceed the required 75% at almost 96%, and Work Experience expenditures exceeded the required 20% at over 43%.
- We also received a budget update for the current program year. Since the budget was developed, we received a small amount of additional program year 18 funds, and program year 19 funds were recalculated, slightly increasing our allocations, particularly in the Adult funding stream. We also received notice that our approved Rural Initiative Funding will add approximately \$132,000 to the budget this program year, and \$329,000 in total. An additional \$130,000 in Adult participant funds requested for the fall term was also approved. Overall the budget is up nearly \$394,000. Title I costs have decreased by about \$211,000 due to reducing the One-Stop Operator and Career Service Provider contracts and infrastructure costs. Several Title I staff have been re-designated as RESEA staff and decreased the Title I share. Board / Fiscal Agent expenses have not been reduced other than the savings from moving the administrative office. Additional grant funds were sought through the Delta Regional Authority's Workforce Grant program to offset costs, and were received, covering the reductions needed. Although the revised budget indicates an anticipated balance of over \$176,000 when the program year ends on June 30, 2020, because only a small portion of our allocations are received during the first quarter, funding will be very tight for Adults and Dislocated Workers during July through September of next year. Right now, we anticipate having enough funds to cover operational costs, but there would only be about \$58,000 to serve Adult and Dislocated Worker participants if additional funding is not received.

**State Workforce Board Meeting:** Jennifer Bane presented the following report from the November 8, 2019 State Workforce Development Board meeting:

- Fiscal Update: Two handouts are included of presentations made at the State Workforce Board meeting. The first handout shows the breakdown of state expenditures by program and Title I participant expenditures by category for the program year ending June 30, 2019. As a state, 51.2% of Title I expenditures were spent on participant costs during the program year, up from 47.9% the prior year. Total state enrollments were up about 4,000 from the prior year for nearly 39,000 total, while the average cost per participant across the state was down slightly from \$1,314

to \$1,234 per person. A comparison of each local area shows each area's results for required fiscal measures including minimum participant cost rate (MPCR), Out-of-School (OSY) expenditures, Youth Work Experience (WE) expenditures, and obligation rate. Our area and the state overall exceeded each of the measures except the obligation rate. We obligated 98.2% of the 80% required, or 78.6%, but the requirement was waived last year due to realignment. It will not be waived again this year.

The second handout details MPCR, reporting, and reconciliation results for the first quarter of the current program year, or July through September. As a state there were 82 inaccurate reports and 3 untimely submissions. We had no late reports and only one inaccurate report in July due to an error on a signature on an attachment for one report. Only 5 of the 9 areas are considered reconciled between the fiscal reporting system, Grants4TN, and the participant system, Jobs4TN or VOS. Our area is not showing as reconciled, but we believe this is an error in the way the Jobs4TN reports are run. Our fiscal staff reconcile participant payments in Jobs4TN each month before reporting them in Grants4TN, so we believe we should be reconciled. We requested and received data from the state and it appears our Jobs4TN data does not match our Grants4TN data due to how they sorted the Jobs4TN payment data, excluding vouchers created before July 1<sup>st</sup> of this year. As mentioned in the Executive Committee report, our MPCR was below the required 40% due to fall training invoices mostly being received in October. The State staff acknowledged this during the meeting and stated they were not concerned with our area meeting the requirement.

- **New Enrollment Targets:** As mentioned during the last meeting, the State's goal is to be number 1 for workforce development in the Southeast, and eventually the nation. One metric being used to achieve this goal is to have the largest number served through workforce development in the Southeast. After the initial soft targets were proposed, state staff revisited and have proposed revised state goals which were then divided across each grand division. Each division will then decide among themselves the percentage of the goal that each local area will be responsible for across several programs. Page 9 of the new enrollment targets attachment sent by email is printed with the handouts and details the West TN goals for 2020 in the Target columns. The Forecasted Target indicates the estimated goals for the next year. West TN will be responsible for 1,881 new Adult and Dislocated Worker enrollments, 857 for Youth, 9,410 for Wagner Peyser, and 315 for SNAP. We also have goals for target populations including 100 new enrollments of veterans, 39 migrant and seasonal farmworkers, and 707 for re-entry. We will also be responsible for co-enrolling 170 RESEA participants and 35% of Trade Adjustment Assistance, or TAA, participants. Adult Education, Vocational Rehabilitation, and Families First or TANF have not been assigned goals yet. These are soft targets and there will not be repercussions at this time for failing to meet the targets.
- **Policy Changes:** The State board approved updated versions of several policies that had expired including the Property Management, Re-allotment of Program Formula Funds, MPCR, and Youth Eligibility policy. In the future, there will be a 15-day period to allow for public comment on policy changes through the state board website. There were only minor changes to the Property Management and Re-allotment policies to reflect current practices. The 50% MPCR requirement for each region was removed from the MPCR policy, but it is still an encouraged rate and will be re-visited in the future. The Youth Eligibility policy was updated to include a revised definition for needs additional assistance. Previously it stated that local areas could expand the definition, but as a result of the Federal Youth monitoring, they were instructed to remove it because it conflicted with the state plan. The state plan will be revised to allow it again and then the policy will be updated again. Our local policy did not add to the definition, but there was one typo under item c for Out-of-School Youth as indicated in red on the handout. Additionally, the ages listed under item E should have read 16 to 24 instead. Staff recommend these changes be made to the policy.
  - **MOTION:** A motion to approve Youth Eligibility Policy Changes as presented was made by Ted Piazza and seconded by Ben Marks. All were in favor and the motion carried.

**Other Business & Updates:**

- Performance & Partner Dashboards: Jennifer Bane reviewed the two dashboards included in the handouts. The Partner Dashboard that staff have been developing quarterly details the service levels of each of the core partners. There was an error in the number of American Job Center visits on the version sent by email, but has been corrected on the printed copies provided. The Performance Dashboard is a new tool to track all of our required fiscal and performance measures, as well as contract performance measures for the One-Stop Operator and Career Service Provider. Local goals for Business Services and Social Media outreach are also included. It will be updated quarterly and new initiatives will be added including the new rural funding, the Delta Regional Authority apprenticeship grant, and the state's apprenticeship grant. We were at 97% so we are considered passing.
- Regional Planning Council Update: The regional planning council met on November 5<sup>th</sup> in Jackson and has formed sub-committees for Jobseeker Services, Business Services (Mark Chandler is heading), and Career Pathways (Justin Crice is heading) that meet in between quarterly council meetings. The Business Services committee, headed by the Southwest area, is focusing on apprenticeships, and the Pathways committee, headed by Northwest, is working on arranging industry panel presentations for K12 and postsecondary education representatives. There will be one in each local area for our target sectors. Northwest is coordinating an industry panel for Manufacturing, Southwest for Healthcare, and Greater Memphis for Transportation and Logistics. Greater Memphis will be coordinating the Jobseeker committee which is still being formed. Mark Chandler said that his group is meeting tomorrow to learn more about the state's role with apprenticeships at 1:00 pm in Jackson.

**Strengthening Career and Technical Education (CTE) in Tennessee | Draft Plan:** Steve Playl, Senior Director of College and Career Experiences, presented an explanation of "CTE," Skills-based, technical education draft plan. The vision for strengthening CTE in Tennessee includes expanding opportunities with pathways starting in K12. If successful, more students will have equitable access to a CTE program. Only about 50% have this access in the early ages, and they'd like to get to 75% by 2024. The goal is to get early and middle grades exposed to career exploration.

**Future Meeting Dates & Upcoming Events:** The below dates were presented to the board:

- 2020 Board Meeting Dates: February 25 (Trenton), May 19 (Martin), August 25 (Trenton), and November 17 (Martin).
- Data Validation & Training for West TN: The state issued new dates and it will now be held the week of January 13<sup>th</sup> in Nashville. This has been held annually in the past but has not been done the last few years. Each local area will send representatives who will be responsible for reviewing participant files from another area to verify required documents are present and validate information keyed into Jobs4Tn.
- Updated State Plan due March 2, 2020.
- Local & Regional Planning – Spring 2020.

Respectfully submitted,

Lana Burchfiel  
Public Information Specialist

**Northwest Tennessee Workforce Board and  
Consortium of Local Elected Officials for  
Northwest TN Workforce Development Area**

**Tuesday, November 19, 2019 – 11:30 (lunch) 12:00 Business Meeting**

**Northwest TN Development District – 124 Weldon Drive, Martin, TN  
Conference Call 1-877-216-1555 # 845157**

**Agenda**

**11:45 am: Partner Presentation – U.S. DOL Veterans Services** Wendy Harrison, State Director  
Veterans' Employment and Training Services

**Welcome** Mayor Gary Reasons, CLEO

**Business Meeting- Call to Order & Acknowledge Quorum/Conflict of Interest** Jimmy Williamson  
Chair, NWTNWB

**Approval of Minutes of August 27, 2019 Meeting**

**Eligible Training Provider List – UT Martin Corrections (Vote Required)** Jimmy Williamson

**Meeting Reports**

American Job Center Committee Meeting (October 28<sup>th</sup>) Rita Alexander, Chair

Outreach and Opportunities Committee Meeting (October 28<sup>th</sup>) Ben Marks, Chair

- Eligible Training Provider List – New Program, DSCC – Healthcare Tech. **(Vote Required)**
- Eligible Training Provider List – Renewal, DSCC – Paramedic to RN **(Vote Required)**

Executive Committee Meeting (October 30<sup>th</sup>) Ted Piazza, Chair

State Workforce Board Meeting (November 8<sup>th</sup>) Jennifer Bane, Executive Director

- Fiscal Update
- New Enrollment Targets
- Policy Changes
  - Youth Eligibility Policy Changes **(Vote Required)**

**Other Business & Updates** Jennifer Bane

- Performance & Partner Dashboards
- Regional Planning Council Update

**Strengthening Career and Technical Education in Tennessee | Draft Plan** TN Dept. of Education  
Steve Playl, Senior Director of College and Career Experiences  
Sarah G. Williams, Director of Career and Technical Education

**Future Meeting Dates & Upcoming Events**

- 2020 Board Meeting Dates:
  - February 25 (Trenton)
  - May 19 (Martin)
  - August 25 (Trenton)
  - November 17 (Martin)
- Data Validation & Training for West TN, January 6 – 10, 2020
- Updated State Plan due March 2, 2020
- Local & Regional Planning – Spring 2020

**Northwest Tennessee Workforce Board and  
Consortium of Local Elected Officials for  
Northwest TN Workforce Development Area**

**Tuesday, August 27, 2019**

**Elks Lodge - 2025 US Highway 45 Bypass S, Trenton, TN  
Conference Call 1-877-216-1555 # 845157**

**Members Present (8):** Jon Dougherty, John Penn Ridgeway, Charlie Moore, David Parrish, Angela Hollingsworth, Rita Alexander, Ted Piazza, Kristy Mercer

**Members via Conference Call (2):** Kristie Bennett, Lana Hammons

**CLEO Members Present (5):** Mayor Gary Reasons, Mayor Chris Young, Mayor Benny McGuire, Mayor Denny Johnson, Mayor Tom Witherspoon

**CLEO Members via Conference Call (1):** Mayor Jake Bynum

**Committee Members Present (5):** Ronnie Gunnels, Sherry Fowler, Karen Bowyer, Justin Crice, Mark Chandler, Blake Swaggart, Janna Hellums,

**Staff Members Present (12):** Lana Burchfiel, Laura Speer, Jennifer Bane, Margaret Prater, LeAnn Lundberg, Gina Johnson, Derrick Quinn, Terry Williams, Theresa Ethridge, Lana Wood, Ginger Powell, Maleia Evans

**Others Present (11):** Connie Stewart (Title I Provider), Todd Byrd, Trevor Thompson, David Webb, Gina Abbott, Sheriff Paul Thomas, Holly Wood, Ben Ferguson, Gary Damon Jr.

**Others Present via Conference Call (1):** Erica Nance (One-Stop Operator)

**Partner Presentation-Re-Entry Advanced Manufacturing Program (RAMP):** Sheriff Paul Thomas and Trevor Thompson presented about Gibson County's RAMP program and the Orchard House, a new transitional house which will provide housing, transportation, accountability, faith-based structured life, along with job placement for men released from incarceration.

**Welcome:** Mayor Gary Reasons welcomed all members and guests to the Quarterly Meeting of the Northwest TN Workforce Board.

**Business Meeting:** Ted Piazza called the business meeting to order, acknowledged that a quorum was present, and reminded members to abstain from discussion and voting in the event of a conflict of interest.

**Approval of Minutes of May 21, 2019 Meeting:** The minutes of the May 21, 2019 meeting were presented for review.

- **MOTION:** A motion to approve the May 21, 2019 Board Meeting Minutes as presented was made by Mayor Chris Young and seconded by Mayor Denny Johnson. All were in favor and the motion carried.

**Meeting Reports:**

**Local Elected Officials Meeting:** Mayor Chris Young presented the report. On June 28th five Mayors met with Jennifer Bane and Jimmy Williamson to review the budget as approved by the Executive Committee on June 19th. Two budget scenarios were approved – one for a 40% Minimum Participant Cost Rate (MPCR) and one for a 50% MPCR. A request has been submitted to the Department of Labor requesting that the MPCR remain at 40%. The total budget this year of \$2.8 million is down about \$1.46 million from last year. This leaves a program operating budget deficit of about \$300,000 if the MPCR stays at 40% or about \$552,000 if the MPCR increases to 50%. Incumbent Worker Training is excluded from the budget given the limited funding. Participant funding will also decrease up to \$500,000. Our requests for additional funds the Department of Labor have not been approved at this time. The relocation of the Benton, Lake, and Weakley County AJCs was also reviewed and will result in an annual savings of around \$20,000. The Lake County AJC has also been re-designated as a part-time specialized center

instead of a full-time affiliate center. Staff will be present at the courthouse 4 days per week from 11:30 am to 4:00 pm and there is an access point at the Ridgely Library on Wednesdays from 1:00 to 5:00 pm. We are also hoping to secure an additional partner or relocate the Crockett County AJC for additional savings.

The performance of the current contractors and the approval of the Executive Committee to extend the Career Service Provider Contract but release an RFP to procure a new One-Stop Operator was also reviewed. The RFP was released on June 19th and proposals were due July 24th. The board membership roster for the 2019 program year was also reviewed and the group approved a change in the Interlocal Agreement to allow for the fiscal agent to secure a line of credit that would allow operations to continue in the event that a delay in funding occurs again. The Mayors also approved a line of credit request of up to \$325,000 to be submitted to the bank, which must be approved by the mayors before funds can be accessed, and will require two signatures.

American Job Center (AJC) Committee Meeting: Rita Alexander, Chair, presented the committee report. The American Job Center Committee met on July 29<sup>th</sup> with 7 members along with staff, contractors, and one guest participating. Erica Nance, One-Stop Operator shared that individual visits continue to be slightly down overall, and she is working on outreach efforts to target populations. The survey results from the comment cards from visitors of the American Job Centers were also reviewed. Of the 130 responses in June, over 95% of respondents reported they would absolutely hire the person who assisted them, and over 96% ranked their visit as outstanding. Over 184 services were provided to 45 employers during the month of June, and those completing the Employer Survey rated the service as excellent and their satisfaction as either excellent or good.

The Career Services Report provided an overview of On-the-Job Training, classroom training, and work experience enrollments and the RAMP and REAP programs. There has been an increase in work experience participants and staff continue to focus on promoting Youth Work Experience. The Business Services report showed we have had 93% completion rate for OJT. Over \$282,000 in Incumbent Worker Training grants had been awarded by June. Staff continue to coordinate job fairs, provide labor market information, and provide presentations, have held three rapid response events, and delivered materials to three other employers. The committee also received information on the state's new \$1.4 million apprenticeship grant.

Changes to the Funding Criteria for Licensed Occupations section of the Individual Training Account (ITA) policy in order to better align our requirements to those of training providers and employers were reviewed. Based on employer requirements and the feedback of local training providers, staff proposed to decrease the timeframe for not having any felony convictions to within the last 5 years instead of 10 years. Individuals having convictions within the last 5 years would have the option to file an appeal and would need a pre-hire letter to document their potential for employment. Additionally, our policy has been that the DOT physicals must have been conducted within 30 days of their eligibility date, but DOT physicals are actually valid for up to 2 years. The Committee recommended approval of the changes.

- **MOTION: A motion to approve the changes to the ITA policy, as outlined in red on the handout, to decrease the timeframe without a felony conviction from 10 years to 5 years, with individuals having one in the last 5 years having the option to file an appeal, and to change the DOT physical requirement to a valid DOT physical was made by Glad Castellaw and seconded by Charlie Moore. All were in favor and the motion carried.**

Outreach and Opportunity Meeting: Glad Castellaw, Vice-Chair, presented in the absence of Ben Marks, Committee Chair. The Outreach and Opportunity Committee met on July 29<sup>th</sup> with 5 members plus staff, contractors, and guests participating. The committee reviewed several programs currently on the Eligible Training Provider List that are due for renewal as listed on the Eligible Training Providers by Program Status handout. There have not been any issues with any of the programs but there are few showing little or no growth in our area, which are shown in red on the handout. When expanded to include surrounding counties, there is growth for all programs. Additionally, some of the schools such as The University of Tennessee at Martin serve a large area, and if our area doesn't approve for it to be on the list, no other area can use it. Demand is also still determined on an individual basis by Career



Advisors prior to approving training. The Committee recommended continued approval of all of the programs due for renewal listed on the handout.

- **Motion: Glad Castellaw moved to renew approval of the Eligible Training Provider programs due for renewal as presented. Mayor Witherspoon seconded, and with Dr. Karen Bowyer abstaining from discussion as a non-voting committee member, the motion Carried.**

The Committee also heard updates on special grant programs including the Bongards Creamery Community Grant, the Dyersburg State Delta Healthcare Grant, a National Emergency Grant to Address the Opioid Crisis, and the Registered Apprenticeship Grant. New grant opportunities include a \$2.5 million Workforce Opportunity for Rural Communities grant that Gibson County is pursuing for technical training in the county to help fill the anticipated 1,600 jobs at the coming Tyson facility in Humboldt. Staff are also working on an application for a \$150,000 Delta Workforce Grant to expand apprenticeships in the area. This grant could also help us support the state's new Registered Apprenticeship grant mentioned in the American Job Center committee report. There are also several applications in process in the area for the \$1 million Governor's Investment in Vocational Education, or GIVE, grant. Gibson County is also planning to apply for this grant to support a training center. TCAT Newbern is also applying for a welding program in Lake County and would use existing equipment at the high school for an adult program. Dyersburg State is applying to expand the healthcare career pathway in Dyer, Lake, Obion, Lauderdale and Tipton counties by increasing the number of dual enrollment CNA programs and possibly adding an evening class for Adults, partnering with TCAT Ripley to add a cohort LPN program for these students, and also possibly adding another LPN to RN program.

On special populations the committee reviewed: the Target Populations report detailing the numbers served for priority populations; the Registered Electrical Apprenticeship Preparation (REAP) program which had 11 students participating in the two-week class in July, graduating 10 students who will all be offered employment with Amteck; Career Service Provider staff also enrolled several Youth Work Experience participants after recruiting graduating seniors at the high schools--the majority from Lake County High School; the Re-entry Advanced Manufacturing Program (RAMP), continues teaching Certified Production Technician (CPT) courses in Gibson, Dyer, and Henry County jails. There have been 106 students enrolled with 91, or 86%, earning at least one credential and 62, or 58%, earning all four credentials to attain full CPT status so far. Gibson and Henry Counties hope to start their next classes in October but Dyer County will be postponing classes until January. They hope to finish a new facility to house female inmates to allow them to participate in the training and the work release program. Staff will also be meeting with Obion County about implementing a program in their jail and still hope to expand the program into Lake County as well.

Executive Committee: Ted Piazza, Chair presented the reports. The Executive Committee met on June 19<sup>th</sup> with 6 members plus staff participating. In addition to the items already mentioned in the CEO report, the group also discussed a grant opportunity through the Delta Regional Authority for \$150,000 for two years. Staff will be putting together a proposal to support program operations. On July 8<sup>th</sup>, the Executive Committee met electronically with all members participating, approving relocation of the Dyersburg AJC to 208 N. Mill Ave. in Dyersburg. However, due to concerns from the TN Department of Labor, the move was not approved by the state and will not take place. On July 26<sup>th</sup>, the Executive Committee met by conference call with 5 members plus staff and one guest participating to review the certification of the new Lake County AJC as a part-time specialized center. The center was found to meet all requirements, but some suggestions for improvements were made.

The Executive Committee met again on August 12<sup>th</sup> with 5 members plus staff participating. The committee reviewed the results of the One-Stop Operator RFP process. Two proposals were received and independently rated by a review committee. The review committee then met to collectively review the proposals. Individual ratings were then averaged together for an overall score. The proposal receiving the higher overall score of 89.9 was from Mid-Cumberland Human Resource Agency for a total of \$224,795 of the maximum \$225,000. The proposal provided salaries, benefits, and related expenses for one full-time One-Stop Operator, 6 Welcome Function staff, and a small amount of time of 3 corporate management staff. The second proposal from Workforce Project Solutions received an

overall score of 67.4. The proposal was for \$219,450 and included salaries for one 1099 One-Stop Operator and two 1099 Welcome Function staff, along with 2 corporate management positions. The committee recommended approving the review committee's recommendation to award the One-Stop Operator contract to Mid-Cumberland Human Resource Agency.

- **MOTION:** A motion to award the One-Stop Operator contract to Mid-Cumberland Human Resource Agency was made by Rita Alexander and seconded by Charlie Moore. All were in favor and the Motion carried.

The Committee also heard reports on Facilities and Technology, Quarterly Complaint Logs, and Monitoring. The group also discussed redirecting our very detailed monitoring method for the career services provider to a broader sample method to cover additional areas. The PAR Report was received at the end of July and included a review of our programs as well as SNAP and RESEA programs administered by Department of Labor staff. The two findings in the report were both issues found across the state including one timeliness issues and that case management needs improvement. The state responded that all findings have been resolved except for two. Staff have been asked to submit copies of certain reports to resolve one item and have asked the state for additional guidance on how to address the other item. Performance and Budget information was also reviewed at the meeting. Final performance reports are listed in the annual report included with today's handouts and show that all measures were met and exceeded. Although other areas in the state passed by meeting 90% of their goals, we are the only area in the state that met 100% of their goals. The budget is up very slightly due to small increases in our 2018 program year funds and carryover funds coming in slightly higher than what was anticipated. Overall we are still facing nearly a \$320,000 deficit in our operations budget assuming the MPCR remains at 40% for this program year which has not yet been confirmed by the state. Our initial request for additional funds to make up for total funds lost was denied by the state. Another request for \$130,000 in Adult participant funds has been requested to ensure enough funding for enrollments since very little of our allocations is available July 1<sup>st</sup>. Staff are also pursuing several grant opportunities to make up for the shortage of funds and will also be moving forward with the process of re-designating the Benton and Crockett County AJCs to part-time specialized centers instead of full-time affiliate centers as previously approved to save additional funds.

**State Workforce Board Meeting:** Jennifer Bane, Executive Director, presented the following update from the August 9<sup>th</sup> State Workforce Board meeting:

- **Rural Initiative Funding:** State staff announced this initiative for rural and distressed counties which is approximately \$329,000 total for our area. We hope to mainly utilize the funding to expand RAMP into additional counties.
- **Key Performance Indicators:** The State's goal is to be number 1 for workforce development in the Southeast, and eventually the nation. One metric being used to achieve this goal is to have the largest number served through workforce development in the Southeast. After the initial soft targets were proposed, state staff revisited and are proposing an 11% increase in new enrollments. The goal will be divided between the three regional planning areas in the state, and then each area would decide how to divide the region's goal among the local areas. State staff plan to propose goals for all programs, not just Title I. Goals are expected to be finalized at the November State Board meeting to become effective in January 2020.
- **Common Exit WIOA Partner Programs Policy:** This policy has been updated to include instructions for timely exits. If a monthly contact with a participant is missed, the Career advisor has to try every 5 days to contact the person, and after 90 days, the participant must be exited if contact has not been made. We asked that this be revised to implement the 5 day contacts after a second missed contact but the policy was not changed. It is not uncommon for participants to have missed contacts, so this will be a lot for the Career Advisor to keep up with.
- **Ernst & Young Local and State Reports:** Ernst & Young was hired by the State to serve as consultants and review the system and each individual area after the realignment. Local reports and the statewide report are available on the TN Department of Labor's website. Our local report cited us as having leading practices for strategy, policies, and procedures. Some suggestions they made included additional means of collecting and presenting data, training for

board members and staff, CLEOs, and Career Service Provider (CSP) staff, developing onboarding materials for a new CSP, and additional contract management and monitoring policies.

As a state, they suggested the state staff provide at least 3 months' notice for planning to be able to pull all the partners together, guidance to boards and CLEOs regarding the state's vision for their roles, better communication and teamwork between Executive Directors and Regional Directors, analysis of different board structures, an updated monitoring policy, identifying best practices for OSO and CSP procurement, such as separate procurements and blind scoring, integrating systems, and identifying automation opportunities.

**Election of Officers:** Mayor Gary Reasons opened the floor for nominations for Chair, Vice-Chair, and Secretary of the board.

- **MOTION:** Chris Young nominated Jimmy Williamson for Chair. Denny Johnson seconded. All were in favor and motion carried.
- **MOTION:** John Penn Ridgeway nominated Ted Piazza for Vice-Chair. Chris Young seconded. All were in favor and motion carried.
- **MOTION:** Denny Johnson nominated Brad Hurley for Secretary. Chris Young seconded. All were in favor and motion carried.

**Changes to the By-Laws (Vote Required):** The address of the administrative office has been updated in the by-laws.

- **MOTION:** John Penn Ridgeway moved to approve the changes to the by-laws. Chris Young seconded. All were in favor and motion Carried.

**Presentation of the 2018-19 Annual Report:** Jennifer Bane presented copies of the NWTN Workforce Board Annual Report and reviewed highlights from the past program year. Presentation of Lifetime Achievement Award was given to Margaret Prater.

**Presentation of the Board Member of the Year:** Jennifer Bane presented Board Member of the year to Jon Dougherty of Amteck University.

**Other Business & Updates:** Jennifer Bane presented the following updates:

- **Regional Planning Council (RPC) Update:** the RPC continues to meet quarterly and has formed sub-committees to assist in carrying out regional efforts and alignment.
- **DOL Employment and Training Administration Youth Monitoring Visit Update:** During the visit, there were some suggestions made for how to best administer the 14 elements for Youth, including addressing who and how the elements are provided through the CSP RFP and contract. There will be an exit conference with the state after visits to two other areas and a report issued within 45 days of the exit.
- **American Job Center Relocations & Re-designations Update:** Weakley County moved two weeks ago, and are now at the courthouse in Dresden. We are thankful to the mayors for the moves and money savings. We are still planning Crockett and Benton County to be moved to part-time centers to adjust to the much lower budget this year.
- **Virtual American Job Centers:** The state initiative is trying to connect individuals accessing services online through Jobs4TN.gov to additional services through a Virtual AJC. The initiative has already started in other areas and will be expanded to our area soon.

**Future Meeting Dates & Upcoming Events:** Jennifer Bane reviewed upcoming events and meeting dates as listed on the agenda including the next board meeting on November 19<sup>th</sup> in Martin.

As there was no other business, the meeting was adjourned.

Respectfully Submitted,

Lana Burchfiel, Public Information Specialist

Provider Name	Provider Code	Program Title	Program ID	CIP Code	CIP Title	Program Service Type	Completion Level	Credential Type	Duration	Total Cost	Pell Eligible	LWIA Certified	Divided by 4	Currently
UNIVERSITY OF TENNESSEE AT MARTIN	221768	ACCOUNTING	94481	520301	Accounting.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	ADMINISTRATIVE PROFESSIONAL WITH MICROSOFT OFFICE SPECIALIST PROGRAM (ONLINE)	95573	119999	Computer and Information Sciences and Support Services, Other	PS - Approved Provider Training - ITA		No credential received, individual received training	12 Months	\$1995.00	No	Yes	\$ -	\$ 1,995.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	AGRICULTURE - BUSINESS Concentration	94559	010000	Agriculture, General	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	8 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	AGRICULTURE SCIENCE NON LIC	94560	010101	Agricultural Business and Management, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	AGRICULTURE SCIENCE PROF. EDUC	94561	019999	Agriculture, Agriculture Operations, and Related Sciences, O	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	ANIMAL SCIENCE GENERAL	94562	019999	Agriculture, Agriculture Operations, and Related Sciences, O	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	ANIMAL SCIENCE-SCIENCE	94563	019999	Agriculture, Agriculture Operations, and Related Sciences, O	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	ANIMAL SCIENCE-VET MED	94564	519999	Health Professions and Related Clinical Sciences, Other	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	ART- TEACHING OPT.	94574	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	BACHELOR OF INTERDISCIPLINARY STUDIES	97335	309999	Multi-/Interdisciplinary Studies, Other.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Months	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	BECOME A VETERINARY ASSISTANT (ONLINE)	95572	519999	Health Professions and Related Clinical Sciences, Other.	PS - Approved Provider Training - ITA	Certificate < 1 year	No credential received, individual received training	6 Weeks	\$285.00	No	Yes	\$ -	\$ 285.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	BIOLOGY	94578	260101	Biology/Biological Sciences, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	CHEMISTRY	94579	400501	Chemistry, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Months	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	CHILD, FAMILY & CONS. ED.	94565	190101	Family and Consumer Sciences/Human Sciences, General	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Months	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	CLINICAL MEDICAL ASSISTANT	99268	519999	Health Professions and Related Clinical Sciences, Other.	PS - Approved Provider Training - ITA		No credential received, individual received training	300 Hours	\$2599.00	No	Yes	\$ -	\$ 2,599.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	COMMUNICATIONS BROADCASTING	96823	090100	Communication, General (NEW)	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	Communications News Editorial	94582	090100	Communication, General. (NEW)	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	Communications Public Relations	94583	090100	Communication, General (NEW)	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	COMPTIA A+ CERTIFICATION PREP COURSES (ONLINE)	95570	119999	Computer and Information Sciences and Support Services, Other	PS - Approved Provider Training - ITA		No credential received, individual received training	26 Weeks	\$315.00	No	Yes	\$ -	\$ 315.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	COMPUTER SCIENCE	94618	110701	Computer Science.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	CRIMINAL JUSTICE	94478	430103	Criminal Justice/Law Enforcement Administration	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00

UNIVERSITY OF TENNESSEE AT MARTIN	221768	DANCE/THEATRE	94573	509999	Visual and Performing Arts, Other.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	DIETETICS	94566	519999	Health Professions and Related Clinical Sciences, Other.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	Dual Enrollment	999581	240102	General Studies.	PS - Non-ITA Occupational Skills		High School Diploma or GED or High School Equivalency Diploma	24 Months	\$0.00	No	Yes	\$ -	\$ -
UNIVERSITY OF TENNESSEE AT MARTIN	221768	ECONOMICS	94623	520601	Business/Managerial Economics.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION - SECONDARY BUSINESS	98009	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION - SECONDARY CHEMISTRY	98010	400501	Chemistry, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION - SECONDARY EARTH AND SPACE SCIENCE	98011	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION - SECONDARY ECONOMICS	98012	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION - SECONDARY ENGLISH	98013	230101	English Language and Literature, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION - SECONDARY FRENCH	98014	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION - SECONDARY GEOGRAPHY	98015	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION - SECONDARY GOVERNMENT	98016	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION - SECONDARY HISTORY	98017	540101	History, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION - SECONDARY MATH	97960	270101	Mathematics, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION - SECONDARY SPANISH	97961	160905	Spanish Language and Literature.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION INTEGRATED STUDIES	98333	131206	Teacher Education, Multiple Levels.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION K-6 LICENSURE	94629	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION K-8 LICENSURE	95266	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EDUCATION PRE K-3 LICENSURE	94569	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	EKG TECHNICIAN PROGRAM	95454	519999	Health Professions and Related Clinical Sciences, Other.	PS - Approved Provider Training - ITA		No credential received, individual received training	8 Weeks	\$999.00	No	Yes	\$ -	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	ENGINEERING	94616	140101	Engineering, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	ENGLISH	94624	230101	English Language and Literature, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	ENVIRONMENTAL MANAGEMENT	94568	030201	Natural Resources Management and Policy.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00

UNIVERSITY OF TENNESSEE AT MARTIN	221768	EXERCISE SCIENCE AND WELLNESS	96220	199999	Family and Consumer Sciences/Human Sciences, Other	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	FINANCE	94483	520801	Finance, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	FINE AND PERFORMING ARTS	98018	500101	Visual and Performing Arts, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	FRENCH	94625	169999	Foreign Languages, Literatures and Linguistics, Other.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	GEOGRAPHY	94620	450101	Social Sciences, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	GEOSCIENCE - GEOLOGY	94619	400601	Geology/Earth Science, General	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	HISTORY	94554	540101	History, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	HOME INSPECTOR CAREER CERTIFICATE PROGRAM (ONLINE)	95569	199999	Family and Consumer Sciences/Human Sciences, Other	PS - Approved Provider Training - ITA	Certificate < 1 year	Occupational Skills certificate or credential	12 Months	\$735.00	No	Yes	\$ 183.75	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	INFORMATION SYSTEMS	94484	521201	Management Information Systems, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	INTERIOR DESIGN / FASHION MERCHANDISING	94567	529999	Business, Management, Marketing, and Related Support Service	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	INTERNATIONAL BUSINESS	94482	529999	Business, Management, Marketing, and Related Support Service	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	INTERNATIONAL STUDIES	94555	450901	International Relations and Affairs	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	LANDSCAPE SCIENCE AND MANAGEMENT	98020	019999	Agriculture, Agriculture Operations, and Related Sciences, O	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	LICENSURE K-12 HEALTH AND PHYSICAL EDUCATION	96219	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	MANAGEMENT	94485	520201	Business Administration and Management, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	MARKETING	94486	521401	Marketing/Marketing Management, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	MATHEMATICS	94556	270101	Mathematics, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	MEDICAL BILLING AND CODING (ONLINE)	96008	519999	Health Professions and Related Clinical Sciences, Other.	PS - Approved Provider Training - ITA		Occupational Skills certificate or credential	13 Weeks	\$1499.00	No	Yes	\$ -	\$ 1,499.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	MEDICAL CODING AND BILLING CAREER CERTIFICATE PROGRAM (ONLINE)	95568	519999	Health Professions and Related Clinical Sciences, Other.	PS - Approved Provider Training - ITA	Certificate 1-2 years	Occupational Skills certificate or credential	12 Months	\$1250.00	No	Yes	\$ -	\$ 1,250.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	MEDICAL TRANSCRIPTION (ONLINE)	96217	519999	Health Professions and Related Clinical Sciences, Other.	PS - Approved Provider Training - ITA	Certificate < 1 year	Occupational Skills certificate or credential	640 Hours	\$2220.00	No	Yes	\$ -	\$ 2,220.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	MUSIC	94575	500999	Music, Other.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	MUSIC EDUCATION-INSTR., VOICE	94577	500901	Music, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	NURSING	94479	513801	Registered Nursing/Registered Nurse	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00

UNIVERSITY OF TENNESSEE AT MARTIN	221768	PARALEGAL COURSE SERIES (ONLINE)	95571	220302	Legal Assistant/Paralegal.	PS - Approved Provider Training - ITA		Occupational Skills certificate or credential	52 Weeks	\$1020.00	No	Yes	\$ -	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	PARK AND RECREATION MANAGEMENT	98019	310101	Parks, Recreation and Leisure Studies.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	PERFORMANCE - INSTRUMENTS	98034	509999	Visual and Performing Arts, Other.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	PERFORMANCE-VOICE	94576	509999	Visual and Performing Arts, Other.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	PHARMACY TECHNICIAN PROGRAM	96011	519999	Health Professions and Related Clinical Sciences, Other.	PS - Approved Provider Training - ITA	Certificate < 1 year	Occupational Skills certificate or credential	9 Weeks	\$1199.00	No	Yes	\$ -	\$ 1,199.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	PHILOSOPHY	94557	380101	Philosophy.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	PLANT AND SOIL SCIENCE	98021	019999	Agriculture, Agriculture Operations, and Related Sciences, O	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	POLITICAL SCIENCE	94558	451001	Political Science and Government, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	PSYCHOLOGY	94570	420101	Psychology, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	Public Health / Health and Human Performance	94621	310501	Health and Physical Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	SECONDARY EDUCATION	98252	130101	Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	SOCIAL WORK	94480	440701	Social Work.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	SOCIOLOGY	94571	451101	Sociology.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	SOIL AND WATER CONSERVATION	94580	030199	Natural Resources Conservation and Research, Other.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	SPANISH	94572	160905	Spanish Language and Literature.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	SPECIAL EDUCATION K-12	94628	131001	Special Education and Teaching, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	SPORTS MANAGEMENT/Health and Human Performance	94615	310501	Health and Physical Education, General.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	8 Semesters	\$44592.00	Yes	Yes	\$ 11,148.00	\$ 11,320.00
UNIVERSITY OF TENNESSEE AT MARTIN	221768	WILDLIFE BIOLOGY	94581	269999	Biological and Biomedical Sciences, Other.	PS - Approved Provider Training - ITA	Bachelor's Degree	BA/BS Degree	4 Semesters	\$44592.00	No	No	\$ 11,148.00	\$ 11,320.00

Choose one of the options below to continue

Banking institutions will be closed on Monday, October 14th, 2019 in observance of Columbus Day. UI benefit payments will be delayed one day.

<a href="#">Duration</a>	<a href="#">Locations</a>	<a href="#">External Approvals</a>	<a href="#">Cost Details</a>	<a href="#">Performance</a>	<a href="#">Confirmation</a>	<a href="#">Review</a>
<a href="#">General Information</a>	<a href="#">Apprenticeship</a>	<a href="#">Additional Details</a>	<a href="#">Occupations</a>	<a href="#">Occupational Skills</a>	<a href="#">Completion Expectations</a>	<a href="#">Scheduling</a>

### Education Program Information

**Provider:**  
**DYERSBURG STATE COMMUNITY COLLEGE**

**Program: Healthcare Technician**

**Program ID: 1006730**

**CIP Code:**  
**510801 - Medical/Clinical Assistant.**

### General Information

**\* Status:** ☒ Active ☐ Inactive

#### **Purpose for adding program:**

- ☐ Submit for ETPL Approval and accept participants
- ☐ Accept participants without submitting for ETPL Approval
- ☐ To be determined or display to the public only

**\* Education Program Type:** PS - Approved Provider Training - ITA

#### **Associated Service Code(s) for the Education Program Type (Informational):**

300 - Occupational Skills Training - Approved Provider List (ITA)  
303 - Distance Learning  
314 - Enrolled In Apprenticeship Training  
324 - Adult Educ.w/ Occ. Skills Training -Approved Provider List (ITA)

#### **\* CIP Code:**

510801 - Medical/Clinical Assistant.

[ [Search for CIP Code](#) ]

**\* Education Program Name:** Healthcare Technician

#### **Education Program Description:**

A program that prepares individuals under the supervision of physicians to provide medical office administrative services and perform clinical duties including patient intake and care routine diagnostic and recording procedures pre-



**\* This program of study or training services has the following potential outcome(s) (please select all that apply):**

☒ An industry-recognized certificate or certification

☐ A certificate of completion of an apprenticeship

☐ A license recognized by the State involved or the Federal Government

☐ An associate degree

☐ A baccalaureate degree

☒ A community college certificate of completion

☐ A secondary school diploma or its equivalent

☒ Employment

☐ A measurable skills gain leading to a credential

☐ A measurable skills gain leading to employment

**\* This program leads to a credential or degree**

☒ Yes ☐ No

**Name of Associated Credential:**

Healthcare Technician Certificate

**Completion Level:**

Certificate < 1 year ▼

**\* Attain Credential:**

Occupational Skills certificate or credential ▼

**Other, Specify:**

**Certification / License Title:**

**Certification / License Type:**

None Selected ▼

**Green Job Training:**

☐ Yes ☒ No

**What is a green job?**

**Is this education program in a partnership with business?**

☐ Yes ☒ No

**Please describe the partnership or plans to develop partnership in 800 characters or less (supporting documentation may be required):**

**LWDB Submitted:**

None Selected ▼

**Exit Wizard**

Choose one of the options below to continue

Banking institutions will be closed on Monday, October 14th, 2019 in observance of Columbus Day. UI benefit payments will be delayed one day.

<u><a href="#">Duration</a></u>	<u><a href="#">Locations</a></u>	<u><a href="#">External Approvals</a></u>	<u><a href="#">Cost Details</a></u>	<u><a href="#">Performance</a></u>	<u><a href="#">Confirmation</a></u>	<u><a href="#">Review</a></u>
<u><a href="#">General Information</a></u>	<u><a href="#">Apprenticeship</a></u>	<u><a href="#">Additional Details</a></u>	<u><a href="#">Occupations</a></u>	<u><a href="#">Occupational Skills</a></u>	<u><a href="#">Completion Expectations</a></u>	<u><a href="#">Scheduling</a></u>

### Education Program Information

**Provider:**  
**DYERSBURG STATE COMMUNITY COLLEGE**

**Program: Healthcare Technician**

**Program ID: 1006730**

**CIP Code:**  
**510801 - Medical/Clinical Assistant.**

### Additional Details

**Financial Aid Available:**

- ☒ Pell Grant    ☒ Institutional Scholarship  
☒ Federal Loan    ☒ Other

**URL of Training Program**  
**(Example: http://site.com):**

**\* Program Prerequisites:**

High School Diploma or Equivalent ▼

**\* Date Edu. Program First Offered:**

08/26/2019 |  Today

**\* Please provide a reasonable explanation regarding why this is a new program:**

Industry demand.

**Minimum Class Size:**

**Maximum Class Size:**

**Number Of Instructors:**

**Describe the qualifications of all instructors in 800 characters or less:**

**Describe the minimum entry level requirements or prerequisites in 800 characters or less:**

**Drug/Alcohol Screening Required:**☐ Yes ☐ No**Accessibility:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> On-Site Parking         | <input type="checkbox"/> Sign Language   |
| <input type="checkbox"/> Public Transportation              | <input type="checkbox"/> Other Languages |
| <input checked="" type="checkbox"/> Disabled Student Access | <input type="checkbox"/> Other           |

**Describe any equipment used in this program and its adequacy and availability in 800 characters or less:**

**Grievance Procedure  
(1000 characters max.):**

**Grievance Procedure URL  
(Example: <http://site.com>):**

**Refund Policy  
(800 characters max.):**

**Refund Policy URL  
(Example: <http://site.com>):**

**State Use 1:**

**State Use 2:**

**State Use 3:**

**State Use 4:**

**State Use 5:**

**[Exit Wizard](#)**

Choose one of the options below to continue

Banking institutions will be closed on Monday, October 14th, 2019 in observance of Columbus Day. UI benefit payments will be delayed one day.

<u><a href="#">Duration</a></u>	<u><a href="#">Locations</a></u>	<u><a href="#">External Approvals</a></u>	<u><a href="#">Cost Details</a></u>	<u><a href="#">Performance</a></u>	<u><a href="#">Confirmation</a></u>	<u><a href="#">Review</a></u>
<u><a href="#">General Information</a></u>	<u><a href="#">Apprenticeship</a></u>	<u><a href="#">Additional Details</a></u>	<u><a href="#">Occupations</a></u>	<u><a href="#">Occupational Skills</a></u>	<u><a href="#">Completion Expectations</a></u>	<u><a href="#">Scheduling</a></u>

### Education Program Information

**Provider:**  
**DYERSBURG STATE COMMUNITY COLLEGE**

**Program: Healthcare Technician**

**Program ID: 1006730**

**CIP Code:**  
**510801 - Medical/Clinical Assistant.**

### Related and Selected Occupations

Code	Occupation Title	Provider's Alternate Occupation Title	CIP Code Related	Select
31909200	Medical Assistants		<input checked="" type="checkbox"/>	<input type="checkbox"/>
31909700	Phlebotomists		<input checked="" type="checkbox"/>	<input type="checkbox"/>

BRIGHT OUTLOOK NATIONALLY |  BRIGHT OUTLOOK LOCALLY |  GREEN OCCUPATIONS

[ [Select Occupation From ONET Table](#) ]

If any selected occupation is not noted as in local bright outlook above, provide evidence that it is in demand.

Local hospitals  
indicated a need.

**[Exit Wizard](#)**

Choose one of the options below to continue

Banking institutions will be closed on Monday, October 14th, 2019 in observance of Columbus Day. UI benefit payments will be delayed one day.

<u>Duration</u>	<u>Locations</u>	<u>External Approvals</u>	<u>Cost Details</u>	<u>Performance</u>	<u>Confirmation</u>	<u>Review</u>
<u>General Information</u>	<u>Apprenticeship</u>	<u>Additional Details</u>	<u>Occupations</u>	<u>Occupational Skills</u>	<u>Completion Expectations</u>	<u>Scheduling</u>

### Education Program Information

**Provider:****DYERSBURG STATE COMMUNITY COLLEGE****Program: Healthcare Technician****Program ID: 1006730****CIP Code:****510801 - Medical/Clinical Assistant.**

### Completion Expectations

**Number of Credits:**

18.00 Credits

**\*Credit Earned Duration:**☒ Semester ☐ Quarter**Projected Hourly Wage****After Program****Completion:****Exit Wizard**

---

Choose one of the options below to continue

Banking institutions will be closed on Monday, October 14th, 2019 in observance of Columbus Day. UI benefit payments will be delayed one day.

<u>Duration</u>	<u>Locations</u>	<u>External Approvals</u>	<u>Cost Details</u>	<u>Performance</u>	<u>Confirmation</u>	<u>Review</u>
<u>General Information</u>	<u>Apprenticeship</u>	<u>Additional Details</u>	<u>Occupations</u>	<u>Occupational Skills</u>	<u>Completion Expectations</u>	Scheduling

### Education Program Information

**Provider:**  
**DYERSBURG STATE COMMUNITY COLLEGE**

**Program: Healthcare Technician**

**Program ID: 1006730**

**CIP Code:**  
**510801 - Medical/Clinical Assistant.**

### Scheduling

#### Course Times

<b>* Class Time:</b>	54 Hours
<b>Lab Time:</b>	Hours
<b>Other Time:</b>	Hours
<b>Class Frequency:</b>	None Selected ▼

### Reporting Information

<b>* Reporting Program Length - Clock/Contact Hours:</b>	54 Hours
<b>* Reporting Program Length - Full-time Weeks:</b>	32 Weeks
<b>* Reporting Program Format:</b>	In-person ▼

### Exit Wizard

Choose one of the options below to continue

Banking institutions will be closed on Monday, October 14th, 2019 in observance of Columbus Day. UI benefit payments will be delayed one day.

<u><a href="#">General Information</a></u>	<u><a href="#">Apprenticeship</a></u>	<u><a href="#">Additional Details</a></u>	<u><a href="#">Occupations</a></u>	<u><a href="#">Occupational Skills</a></u>	<u><a href="#">Completion Expectations</a></u>	<u><a href="#">Scheduling</a></u>
<u><a href="#">Duration</a></u>	<u><a href="#">Locations</a></u>	<u><a href="#">External Approvals</a></u>	<u><a href="#">Cost Details</a></u>	<u><a href="#">Performance</a></u>	<u><a href="#">Confirmation</a></u>	<u><a href="#">Review</a></u>

### Education Program Information

**Provider:**  
**DYERSBURG STATE COMMUNITY COLLEGE**

**Program: Healthcare Technician**

**Program ID: 1006730**

**CIP Code:**  
**510801 - Medical/Clinical Assistant.**

### Duration

Duration Title	Primary Duration	Duration	Schedule Intensity	Weekly Schedule	Classes Offered	Action
Certificate	Yes	2 Semesters/Terms	Part-Time	M-F	Day Night	Edit   Delete

[ [Add Duration](#) ]

[Exit Wizard](#)

Choose one of the options below to continue

Banking institutions will be closed on Monday, October 14th, 2019 in observance of Columbus Day. UI benefit payments will be delayed one day.

General  
Information

Apprenticeship

Additional  
Details

Occupations

Occupational  
Skills

Completion  
Expectations

Scheduling

Duration

Locations

External  
Approvals

Cost  
Details

Performance

Confirmation

Review

### Education Program Information

**Provider:**

**DYERSBURG STATE COMMUNITY COLLEGE**

**Program: Healthcare Technician**

**Program ID: 1006730**

**CIP Code:**

**510801 - Medical/Clinical Assistant.**

### Locations

The selection of at least one location is required.

Location Name	Address	Billing Address	Select
DYERSBURG STATE COMMUNITY COLLEGE	1510 Lake Rd Dyersburg, TN 38024	1510 Lake Rd Dyersburg, TN 38024	<input checked="" type="checkbox"/>
DYERSBURG STATE COMMUNITY COLLEGE - GIBSON COUNTY	2071 Highway 45, Bypass Trenton, TN 38382	2071 Highway 45, Bypass Trenton, TN 38382	<input checked="" type="checkbox"/>
DYERSBURG STATE COMMUNITY COLLEGE - JIMMY NAIFEH CENTER	3149 Highway 51 South Covington, TN 38019	3149 Highway 51 South Covington, TN 38019	<input checked="" type="checkbox"/>
DYERSBURG STATE COMMUNITY COLLEGE - OBION COUNTY / UNION CIT	,	,	<input type="checkbox"/>

**Exit Wizard**



Choose one of the options below to continue

Banking institutions will be closed on Monday, October 14th, 2019 in observance of Columbus Day. UI benefit payments will be delayed one day.

<u>General Information</u>	<u>Apprenticeship</u>	<u>Additional Details</u>	<u>Occupations</u>	<u>Occupational Skills</u>	<u>Completion Expectations</u>	<u>Scheduling</u>
<u>Duration</u>	<u>Locations</u>	<u>External Approvals</u>	<u>Cost Details</u>	<u>Performance</u>	<u>Confirmation</u>	<u>Review</u>

### Education Program Information

**Provider:****DYERSBURG STATE COMMUNITY COLLEGE****Program: Healthcare Technician****Program ID: 1006730****CIP Code:****510801 - Medical/Clinical Assistant.**

### External Approvals

**State Approving Agency:**

Tennessee Higher Education Commiss ▼

**State Approving Agency Status:**

Approved ▼

**Is this program listed on another state's ETPL?**☐ Yes ☒ No**Exit Wizard**

Choose one of the options below to continue

Banking institutions will be closed on Monday, October 14th, 2019 in observance of Columbus Day. UI benefit payments will be delayed one day.

General  
Information

Apprenticeship

Additional  
Details

Occupations

Occupational  
Skills

Completion  
Expectations

Scheduling

Duration

Locations

External  
Approvals

Cost  
Details

Performance

Confirmation

Review

## Education Program Information

**Provider:**  
**DYERSBURG STATE COMMUNITY COLLEGE**

**Program: Healthcare Technician**

**Program ID: 1006730**

**CIP Code:**  
**510801 - Medical/Clinical Assistant.**

## Cost Details

Note: \$0.00 is permitted for cost fields in the Education and Training Programs cost details screen.

Cost Structure(s)	Amount	Action
<b>Total CRS Training Costs</b>	<b>\$3,000.00</b>	Edit   Delete
Tuition/Fee	\$2,000.00	
Books	\$1,000.00	
Tools	\$0.00	
Other Costs	\$0.00	
Comments		
<b>Total Amount of Cost Structures</b>	<b>\$3,000.00</b>	

[ [Add Cost Structure](#) ]

No additional Cost Structures are currently available.

Line Item(s)	Amount	Action
No records found		

[ [Add Line Item](#) ]

**Total Amount : \$3,000.00**

[Exit Wizard](#)

Choose one of the options below to continue

Banking institutions will be closed on Monday, October 14th, 2019 in observance of Columbus Day. UI benefit payments will be delayed one day.

<u><a href="#">General Information</a></u>	<u><a href="#">Apprenticeship</a></u>	<u><a href="#">Additional Details</a></u>	<u><a href="#">Occupations</a></u>	<u><a href="#">Occupational Skills</a></u>	<u><a href="#">Completion Expectations</a></u>	<u><a href="#">Scheduling</a></u>
<u><a href="#">Duration</a></u>	<u><a href="#">Locations</a></u>	<u><a href="#">External Approvals</a></u>	<u><a href="#">Cost Details</a></u>	<u><a href="#">Performance</a></u>	<u><a href="#">Confirmation</a></u>	<u><a href="#">Review</a></u>

#### Education Program Information

**Provider: DYERSBURG STATE COMMUNITY COLLEGE Program: Healthcare Technician**

**Program ID: 1006730**

**CIP Code: 510801 - Medical/Clinical Assistant.**

#### Edu. Program Application Confirmation

\* Providers requesting approval or re-approval of a training program must agree to the statement below.

The Program Description and Program Costs I am Posting on the website are currently listed in my catalog/brochure. The programs offered are available to the general public on a tuition basis.

I agree to complete the information required on the web site at the time of my approval request. This includes the completion information of all students registered in the program for the last and current Program Year.

- ☒ Yes, I agree to the above statement. Please submit this educational program for WIOA Approval.
- ☐ No, do not submit this educational program for WIOA Approval at this time.

Submit changes for Review and Approval.

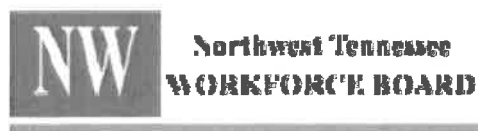
#### [Exit Wizard](#)

# Healthcare Technician Related Occupations Snapshot Report

Emsi Q4 2019 Data Set

October 2019

**Northwest Tennessee Workforce Board**



# Parameters

## Occupations

Medical Records and Health Information Technicians (29-2071)

Medical Assistants (31-9092)

Phlebotomists (31-9097)

Healthcare Support Workers, All Other (31-9099)

## Regions

45-Minute Commute from Dyersburg, TN: Pemiscot County, MO; Crockett County, TN; Dyer County, TN; Gibson County, TN; Lake County, TN; Lauderdale County, TN; Obion County, TN

## Timeframe

2019 - 2024

## Datarun

2019.4 – QCEW Employees, Non-QCEW Employees, and Self-Employed

## Occupation Summary for 4 Occupations

<b>255</b>	<b>2.7%</b>	<b>\$14.65/hr</b>
<b>Jobs (2019)</b>	<b>% Change (2019-2024)</b>	<b>Median Hourly Earnings</b>
46% below National average	Nation: 12.0%	Nation: \$16.76/hr

## Growth

<b>255</b>	<b>262</b>	<b>7</b>	<b>2.7%</b>
<b>2019 Jobs</b>	<b>2024 Jobs</b>	<b>Change (2019-2024)</b>	<b>% Change (2019-2024)</b>

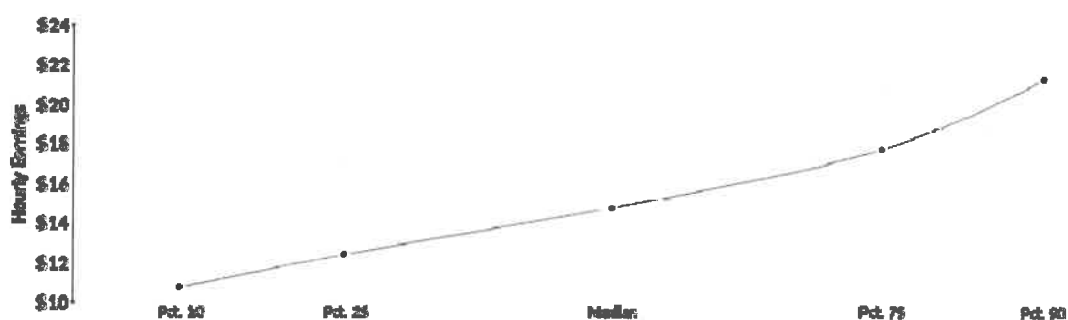


Occupation	2019 Jobs	2024 Jobs	Change	% Change
Medical Records and Health Information Technicians (29-2071)	53	55	2	4%
Medical Assistants	159	164	5	3%

Occupation	2019 Jobs	2024 Jobs	Change	% Change
(31-9092)				
Phlebotomists (31-9097)	18	17	-1	-6%
Healthcare Support Workers, All Other (31-9099)	25	26	1	4%

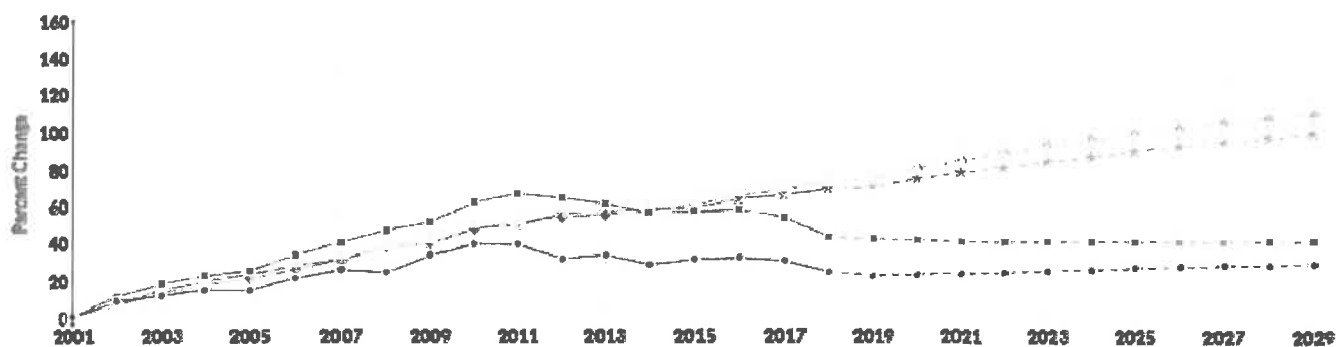
## Percentile Earnings

<b>\$12.32/hr</b>	<b>\$14.65/hr</b>	<b>\$17.62/hr</b>
25th Percentile Earnings	Median Earnings	75th Percentile Earnings



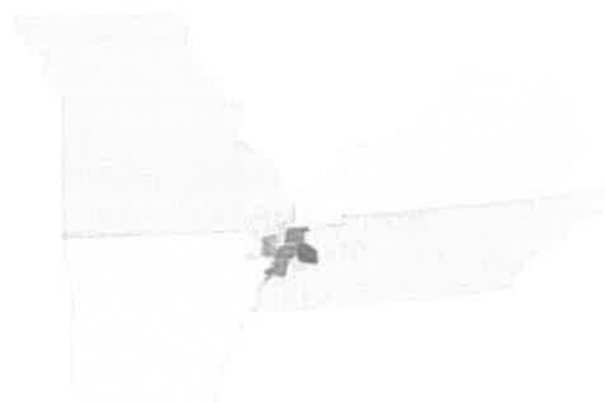
Occupation	25th Percentile Earnings	Median Earnings	75th Percentile Earnings
Medical Records and Health Information Technicians (29-2071)	\$12.09	\$14.72	\$18.39
Medical Assistants (31-9092)	\$12.44	\$14.48	\$16.76
Phlebotomists (31-9097)	\$11.47	\$13.03	\$15.54
Healthcare Support Workers, All Other (31-9099)	\$15.17	\$19.72	\$22.45

## Regional Trends




	Region	2019 Jobs	2024 Jobs	Change	% Change
•	Region	255	262	7	2.7%
•	Northwest TN	408	404	-4	-1.0%
•	West TN	6,366	6,998	632	9.9%
•	State	42,844	47,964	5,120	12.0%
•	Nation	1,155,746	1,294,083	138,337	12.0%
•	All Counties	7,297	8,010	713	9.8%

## Regional Breakdown



County	2024 Jobs
Gibson County, TN	62
Dyer County, TN	52
Lauderdale County, TN	50
Obion County, TN	48
Pemiscot County, MO	27

## Job Postings Summary

<b>85</b> Unique Postings  266 Total Postings	<b>3 : 1</b> Posting Intensity Regional Average: 4 : 1 	<b>25 days</b> Median Posting Duration  Regional Average: 26 days
--	--	--

There were **266** total job postings for your selection from January 2019 to September 2019, of which **85** were unique. These numbers give us a Posting Intensity of **3-to-1**, meaning that for every 3 postings there is 1 unique job posting. This is close to the Posting Intensity for all other occupations and companies in the region (4-to-1), indicating that they are putting average effort toward hiring for this position.

## Job Postings vs. Hires

<b>22</b> Avg. Monthly Postings (Jan 2019 - Sep 2019)	<b>13</b> Avg. Monthly Hires (Jan 2019 - Sep 2019)
--	---



Occupation	Avg Monthly Postings (Jan 2019 - Sep 2019)	Avg Monthly Hires (Jan 2019 - Sep 2019)
Medical Assistants	10	7
Medical Records and Health Information Technicians	9	3
Phlebotomists	3	1
Healthcare Support Workers, All Other	1	1

## Occupational Programs

<b>3</b> Programs (2018)	<b>17</b> Completions (2018)	<b>27</b> Openings (2018)
CIP Code	Program	Completions (2018)
51.0707	Health Information/Medical Records Technology/Technician	17



51.0000	Health Services/Allied Health/Health Sciences, General	0
51.0899	Allied Health and Medical Assisting Services, Other	0

## Industries Employing 4 Occupations

Industry	Occupation Group Jobs in Industry (2019)	% of Occupation Group in Industry (2019)	% of Total Jobs in Industry (2019)
Offices of Physicians (except Mental Health Specialists)	102	39.9%	14.1%
Hospitals (Local Government)	32	12.6%	4.2%
Nursing Care Facilities (Skilled Nursing Facilities)	18	7.2%	1.1%
General Medical and Surgical Hospitals	17	6.6%	3.6%
Offices of Optometrists	11	4.1%	9.8%

# Data Sources and Calculations

## Location Quotient

Location quotient (LQ) is a way of quantifying how concentrated a particular industry, cluster, occupation, or demographic group is in a region as compared to the nation. It can reveal what makes a particular region unique in comparison to the national average.

## Occupation Data

Emsi occupation employment data are based on final Emsi industry data and final Emsi staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors). Occupational wage estimates also affected by county-level Emsi earnings by industry.

## Emsi Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

## Institution Data

The institution data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

## State Data Sources

This report uses state data from the following agencies: Arkansas Department of Workforce Services; Kentucky Office of Employment and Training; Missouri Department of Economic Development; Tennessee Department of Labor and Workforce Development, Research and Statistics Division

Provider Name:	Program Title	CIP Title	Completion Level	Occupation Title	2019 Jobs	2025 Jobs	2019-2025 Change	Annual Openings	Avg. Hourly Earnings
DYERSBURG STATE COMMUNITY COLLEGE	AAS - PARAMEDIC TO RN PROGRAM	Registered Nursing/Registered Nurse.	Associate's Degree	Registered Nurse	985	1,044	59	64	\$ 26.50

Banking institutions will be closed on Monday, October 14th, 2019 in observance of Columbus Day. UI benefit payments will be delayed one day.

Provider: DYERSBURG STATE COMMUNITY COLLEGE

Program: AAS - PARAMEDIC TO RN PROGRAM

This program is eligible for financial assistance under the Workforce Innovation & Opportunity Act (WIOA)

[Learn more about the program scholarship information.](#)

#### Program Summary

##### Description:

A program that generally prepares individuals in the knowledge techniques and procedures for promoting health providing care for sick disabled infirmed or other individuals or groups. Includes instruction in the administration of medication and treatments assisting a physician during treatments and examinations Referring patients to physicians and other health care specialists and planning education for health maintenance.

##### Credential Attained:

An associate degree

##### Grievance Procedure:

##### Refund Policy:

#### Program / Service Locations

Location	Address	City State Zip
DYERSBURG STATE COMMUNITY COLLEGE - Primary	1510 Lake Rd	Dyersburg, TN - 38024
DYERSBURG STATE COMMUNITY COLLEGE - JIMMY NAIFEH CENTER - Satellite	3149 Highway 51 South	Covington, TN - 38019

#### Program Length

Duration:	3 Semesters/Terms
Class Frequency:	Semester
Class Time:	12 Hours
Other Time, including lab:	8 Hours
Total Time:	20 Hours

Classes Offered:

Day, Night

## Program Costs

**Approved Costs**

Tuition:	\$11,067.00
Other Costs, including tools, books, etc:	\$2,700.00
Total Program Costs:	\$13,767.00

**Most Recent Costs**

Tuition:	\$11,067.00
Other Costs, including tools, books, etc:	\$2,700.00
Total Program Costs:	\$13,767.00

The display of costs does not constitute a guarantee that the amounts will be fully paid by the WIOA program.

## Class / Faculty Size

Minimum Class Size:	18
Maximum Class Size:	24
Number of Instructors:	3

## Local Workforce Investment Area Certification

Certified by the following Local Workforce Investment Areas: **Greater Memphis**  
**Northwest Tennessee**

## Additional

Qualifications of Instructors: Master's degree required

Program Prerequisites:

All learning support classes, if necessary; A & P I, English Comp I, General psychology

Equipment Used in Program: IV arms, simulators, Dyxis system, training manikins

Target Occupations: paramedic to RN  
Registered Nurses

## Skills

☒ Show Skills

## Program / Service Performance

**Performance data is not currently available for this educational program.**

## OVERSIGHT COMMITTEE REVIEW SUMMARY 1<sup>ST</sup> QUARTER 2019

### Issues Observed

Reported as of September 2019

**Inaccurate Reporting**  
(Financial reports sent back for correction of errors)

82

**Untimely Submissions**  
(Missing reporting deadlines and/or frequent requests for extensions)

3

**Systems Reconciliation**  
(Recording/maintaining data accurately and timely in State systems)

5 of 9

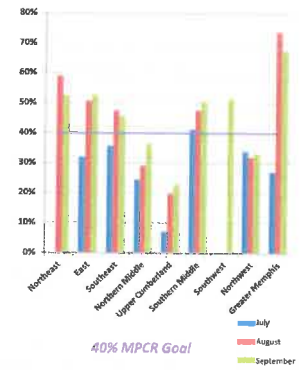
### Minimum Percentage Requirements

40% Minimum Participant Cost Rate (MPCR)	6 of 9 at 40% or greater
75% Out of School Youth (OSY)	9 of 9 at 75% or greater
20% Work Experience- Youth	9 of 9 at 20% or greater



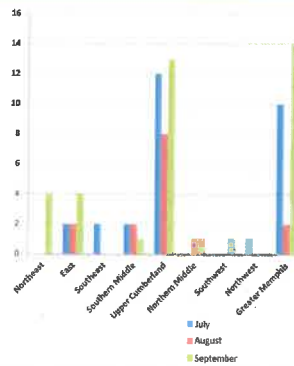
## MPCR DETAIL

LWDA	July	August	September
Northeast	0.00%	59.20%	52.50%
East	32.04%	50.82%	52.74%
Southeast	35.85%	47.63%	45.89%
Northern Middle	24.55%	29.07%	38.31%
Upper Cumberland	7.12%	19.73%	22.92%
Southern Middle	41.87%	47.67%	50.54%
Southwest	0.00%	0.00%	51.75%
Northwest	33.97%	32.05%	33.25%
Greater Memphis	27.14%	73.75%	67.68%



## REPORTING ERRORS

LWDA	July	August	September
Northeast	0	0	4
East	3	2	4
Southeast	3	0	0
Southern Middle	2	2	1
Upper Cumberland	12	8	13
Northern Middle	0	1	1
Southwest	0	0	1
Northwest	1	0	0
Greater Memphis	10	2	14
Total	29	25	38

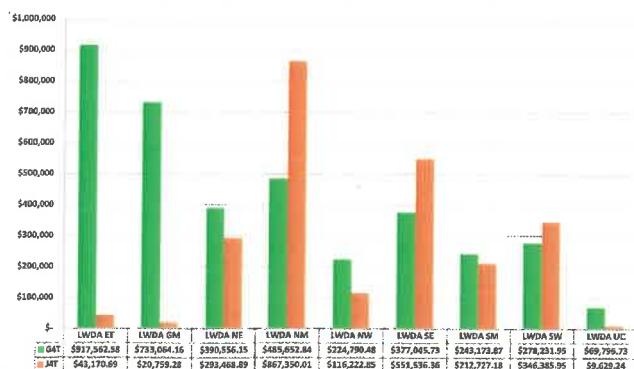


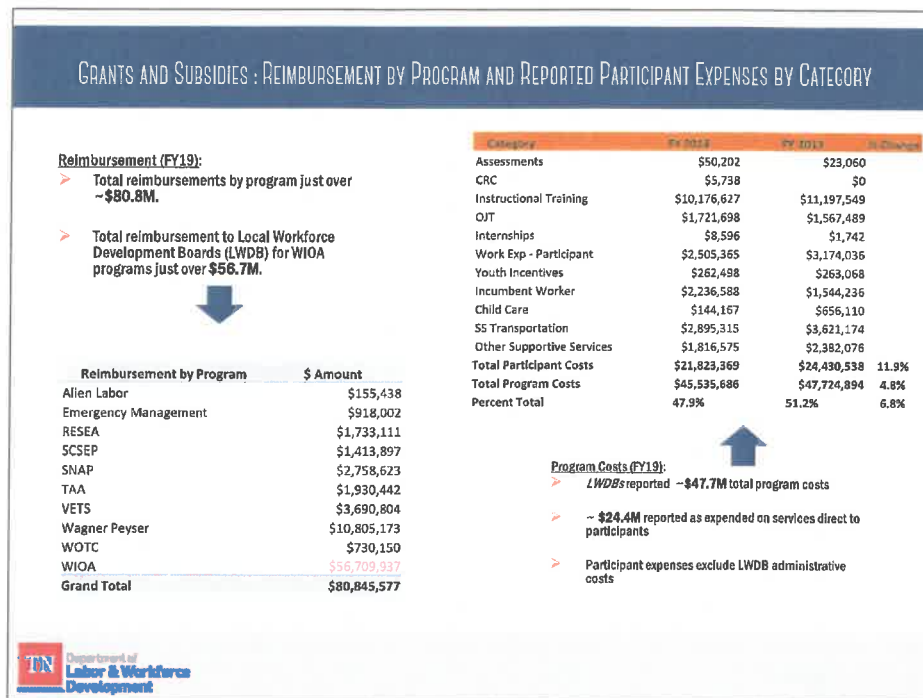
## LATE REPORTS

LWDA	July	August	September
Northeast	1	0	0
East	1	0	0
Southeast	0	0	0
Southern Middle	0	0	0
Upper Cumberland	0	0	0
Northern Middle	0	0	0
Southwest	0	1	0
Northwest	0	0	0
Greater Memphis	0	0	0
Total	2	1	0

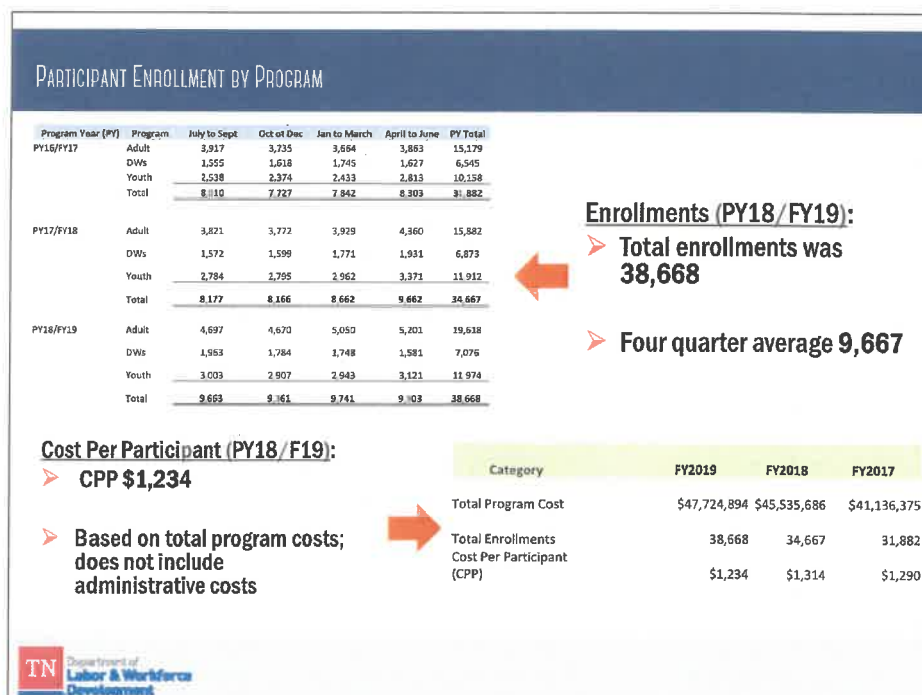


## SYSTEM RECONCILIATION





1



## MINIMUM REQUIREMENTS AS OF JUNE 30, 2019

Minimum Requirements as of June 30, 2019

LWDA	MPCR	75 OSY	20 WE	80 Obl/Exp	Potential Recapture
Northeast	46.6%	100.0%	38.7%	94.4%	\$141,253
East TN	59.0%	98.9%	27.3%	100.0%	\$0
Southeast	59.7%	93.0%	20.7%	81.7%	\$576,751
Upper Cumberland	67.2%	100.0%	43.3%	88.7%	\$179,185
Northern Middle	48.9%	99.9%	28.4%	97.2%	\$174,066
Southern Middle	39.9%	81.1%	10.1%	33.9%	\$1,178,495
Northwest	48.1%	100.0%	35.7%	98.2%	\$27,476
Southwest	47.6%	96.3%	35.6%	94.1%	\$89,278
Greater Memphis	40.5%	74.3%	5.1%	26.3%	\$4,865,556
<b>Overall</b>	<b>51.2%</b>	<b>91.8%</b>	<b>25.3%</b>	<b>76.0%</b>	<b>\$7,232,060</b>

➤ **Minimum Participant Cost Rate (MPCR):**  
8 of 9 LWDBs meeting the requirement

➤ **75 Percent Out of School Youth (OSY)**

- Based on expenditures reported for on contract ending 6/30/2019
- All LWDBs meeting OSY requirement
- Blue font indicates LWDBs opting for 50/50 approved waiver by USDOL for Program Year 18 (July 1, 2018 thru June 30, 2019)

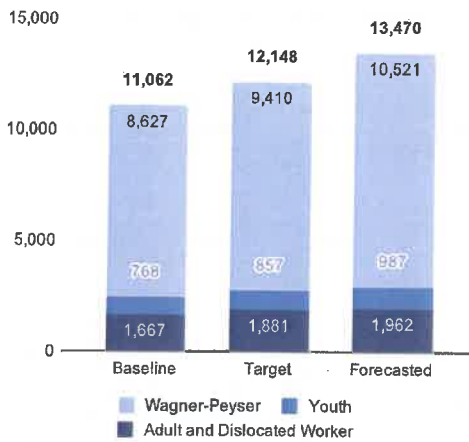
➤ **20 Percent Work Experience:**

- Based on expenditures reported for on contract ending 6/30/2019
- 7 of 9 LWDBs meeting requirement

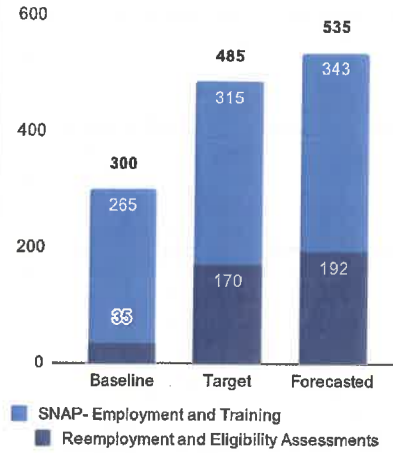
➤ **80 Percent Obligation/Expenditure Rate**

- 1 of 9 LWDBs meeting the required threshold
- Potential Recapture/Re-allotment \$7.2M
- State Workforce Board approved waiver for Program Year 17 (July 1, 2017 thru June 30, 2018) and Program Year 18 (July 1, 2018 thru June 30, 2019)

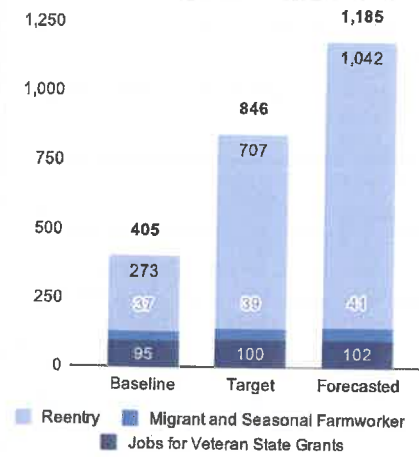
West TN- Core Programs



West TN- Additional Programs



West TN- Targeted Populations



Core Programs	Baseline	Target	Forecasted Target	Measure	Methodology	Historical Trend
Adult and Dislocated Worker	1,667	1,881	1,962	New Enrollment	Regional Baseline + (State Increase x proportion of allocation)	—
Youth	768	857	987	New Enrollment	Regional Baseline + (State Increase x proportion of allocation)	↓
Adult Education	NA	NA	NA	NA	Provider Specific	↓
Wagner-Peyser	8,627	9,410	10,521	New Enrollment	Regional Baseline + (State Increase x proportion of working poor)	↓
Vocational Rehabilitation	1,416	X	X	X	X	↑

Additional Programs	Baseline	Target	Forecasted Target	Measure	Methodology	Historical Trend
Reemployment and Eligibility Assessments	35	170	192	Co-Enrollment	State Target x Proportion of UI Claimants Selected	↓
Senior Community Service Employment Program	NA	NA	NA	NA	Provider Specific	NA
SNAP- Employment and Training	265	315	343	New Enrollment	Relative SNAP Participants	↑
Trade Adjustment Assistance	X	35.0%	50.0%	Co-Enrollment w/ Title I	Federal Mandate	—
Temporary Assistance for Needy Families- Families First	X	X	X	X	X	X
Youthbuild	X	X	X	X	X	X

Targeted Populations	Baseline	Target	Forecasted Target	Measure	Methodology	Historical Trend
Distressed Counties	X	X	X	X	X	X
Jobs for Veteran State Grants	95	100	102	New Enrollment	Regional Baseline + (State Increase x proportion of staff)	↑
Migrant and Seasonal Farmworker	37	39	41	New Enrollment	Regional Baseline + (Regional Baseline x State targeted growth rate)	↑
Reentry	273	707	1,042	New Enrollment	Regional Baseline + (State Increase x Relative Potential to Serve)	↑





Core Programs	Target	Baseline	Forecasted Target	Measure	Geography	Historical Trend
WIOA Title I- Adult and Dislocated Worker	6,618	5,962	6,997	New Enrollment	Region	↓
Youth	2,715	2,446	2,904	New Enrollment	Region	—
WIOA Title II- Adult Education	12,782	11,503	13,920	New Enrollment	Provider	↓
WIOA Title III- Wagner-Peyser	30,178	27,187	34,419	New Enrollment	Region	↓
WIOA Title IV- Vocational Rehabilitation	X	5,298	X	X	X	↓

Additional Programs	Target	Baseline	Forecasted Target	Measure	Geography	Historical Trend
Reemployment and Eligibility Assessments	738	559	819	Co-Enrollment	Region	↓
Senior Community Service Employment Program	128	115	142	Exits	Provider	↓
SNAP- Employment and Training	1,499	1,350	1,581	New Enrollment	Region	↑
Trade Adjustment Assistance	34.8%	19.6%	50.6%	Co-Enrollment w/ Title I	LWDA	—
Temporary Assistance for Needy Families- Families First	X	X	X	X	X	X
Youthbuild	X	X	X	X	X	X

Targeted Populations	Target	Baseline	Forecasted Target	Measure	Geography	Historical Trend
Distressed Counties	X	X	X	X	X	X
Jobs for Veteran State Grants	710	676	721	New Enrollment	Region	↑
Migrant and Seasonal Farmworker	180	171	176	New Enrollment	Region	↓
Reentry	2,000	701	3,000	New Enrollment	Region	↑

## Youth Eligibility – Special Eligibility Definition

**Effective Date:** ~~May 22, 2018~~ November 19, 2019

**Duration:** Indefinite

**Purpose:** To establish policy to define “requires additional assistance to enter or complete an educational program, or to secure or hold employment” and Youth Self-Sufficiency.

**Policy:** The Northwest TN Workforce Board, in consultation with the Chief Local Elected Officials, has adopted the TDLWD criterion for Youth- “requires additional assistance to enter or complete an educational program, or to secure or hold employment” as follows:

### REQUIRES ADDITIONAL ASSISTANCE for Out-of-School Youth:

- a. Has dropped out of post-secondary educational program during the past calendar months; or
- b. Has a poor work history, to include no work history, or has been fired from a job in the last 6 calendar months; or
- c. Has ~~previously been placed in out-of-home care (foster care,~~ been suspended from school at least within the last 12 calendar months); or
- d. Has below average grades; or
- e. Has been previously placed in out-of-home care (foster care, group home, or kinship care) for more than 6 months between the ages of ~~14-21~~ 16-24; or
- f. Has currently incarcerated parent(s) or guardians

### REQUIRES ADDITIONAL ASSISTANCE for In-School Youth:

- a. Has poor attendance patterns in an educational program during the last 12 months; or
- b. Has been expelled from school within the last 12 calendar months; or
- c. Has been suspended from school at least within the last 12 calendar months; or
- d. Has below average grades; or
- e. Has been previously placed in out-of-home care (foster care, group home or kinship care) for more than 6 months between the ages of 14-21; or
- f. Currently incarcerated parent(s) guardian

**Vetted and Approved by the Northwest Tennessee Workforce Board:** ~~May 22, 2018~~ November 19, 2019

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Jennifer Bane, Executive Director  
Northwest Tennessee Workforce Board

## Northwest Local Workforce Development Area PY 19 Performance Dashboard

Sep-19

<b>Fiscal Performance Measures</b>	<b>Goal</b>	<b>Actual</b>	<b>Difference from Goal</b>	<b>% of Goal Met</b>
Minimum Participant Cost Rate	40%	33%	-7%	83%
Out-of-School Youth Expenditures	75%	96%	21%	128%
Youth Work Experience	20%	43%	23%	216%
Formula Funds Obligation Rates	80%	86%	6%	108%
Adult	80%	105%	25%	131%
Dislocated Worker	80%	95%	15%	119%
Youth	80%	59%	-21%	74%

<b>Estimated Adult Performance Measures</b>	<b>Goal</b>	<b>Actual</b>	<b>Difference from Goal</b>	<b>% of Goal Met</b>
Employment Rate 2nd Quarter after Exit	85%	92.5%	7.5%	109%
Employment Rate 4th Quarter after Exit	84%	90.3%	6.3%	108%
Median Earnings 2nd Quarter after Exit	\$6,483.00	\$6,715.45	\$232.45	104%
Credential Attainment within 4 Quarters after exit	58%	88.3%	30.3%	152%
Measurable Skills Gains	Baseline	66.6%	n/a	n/a

<b>Estimated Dislocated Worker Performance Measures</b>	<b>Goal</b>	<b>Actual</b>	<b>Difference from Goal</b>	<b>% of Goal Met</b>
Employment Rate 2nd Quarter after Exit	83%	91.7%	8.7%	110%
Employment Rate 4th Quarter after Exit	83%	88.4%	5.4%	107%
Median Earnings 2nd Quarter after Exit	\$6,800.00	\$7,870.00	\$1,070.00	116%
Credential Attainment within 4 Quarters after exit	68.5%	84.8%	16.3%	124%
Measurable Skills Gains	Baseline	63.4%	n/a	n/a

<b>Estimated Youth Performance Measures</b>	<b>Goal</b>	<b>Actual</b>	<b>Difference from Goal</b>	<b>% of Goal Met</b>
Employment Rate 2nd Quarter after Exit	79%	83.7%	4.7%	106%
Employment Rate 4th Quarter after Exit	75%	92.0%	17.0%	123%
Credential Attainment within 4 Quarters after exit	70%	80.0%	10.0%	114%
Measurable Skills Gains	Baseline	92.9%	n/a	n/a

<b>American Job Center Visits</b>	<b>Goal</b>	<b>Actual</b>	<b>Difference from Goal</b>	<b>% of Goal Met</b>
Benton	160	126	-34	79%
Carroll	515	474	-41	92%
Crockett	103	79	-24	77%
Dyer	749	709	-40	95%
Gibson	376	349	-27	93%
Henry	425	314	-111	74%
Lake	60	24	-36	40%
Obion	335	399	64	119%
Weakley	353	289	-64	82%
Total	3,076	2,763	-313	90%

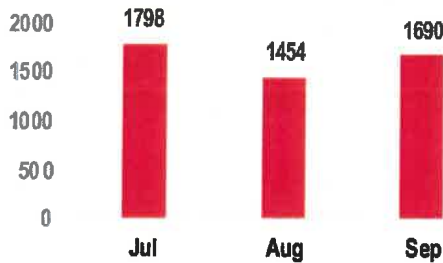
<b>Business Services</b>	<b>Goal</b>	<b>Actual</b>	<b>Difference from Goal</b>	<b>% of Goal Met</b>
Number of Employers Served	1,121	701	-920	18%
Number of Services Provided	4,279	819	-3,460	19%
Employers Receiving On-the-Job Training Grants	19	17	-2	90%
Number of Job Fairs Held	260	11	-249	4%

<b>Social Media Presence</b>	<b>Goal</b>	<b>Actual</b>	<b>Difference from Goal</b>	<b>% of Goal Met</b>
Number of Page Likes	7,363	5,566	-1,797	76%
Number of Followers	7,468	5,699	-1,769	76%
Average Post Reach	5,035	2,519	-2,516	50%
Average Weekly Shares	65	19	-46	29%

# NORTHWEST TN

Serving the counties of Benton, Carroll, Crockett, Dyer, Gibson, Henry, Lake, Obion, & Weakley

## NW TN American Job Center (AJC) Visits



**5029**  
Number of visits  
PY19 to date

## Top 10 Reasons for Visits

1. Job Search\Resource Room
2. Unemployment Insurance
3. Job Search Assistance
4. Career Coach/ Title I/ CRC
5. Career Coach WF Essentials
6. Adult Education
7. RESEA
8. Job Fairs
9. Resume Assistance
10. Workshops

## AJC Surveys Results

If you owned a business, would you hire the person who assisted you today?

**92%**

81 out of 88  
answered

"Absolutely yes!"

Please rank the quality of your visit today.

**86%**

76 out of 88  
answered

"Outstanding!"

## Business Services

**33**

Total On-the-Job  
Training Contracts as of  
9/30/19

**119**

Enrolled in Training

**36**

Completed

**13**

Did not complete

**70**

Still in Training

**31**

Total  
Incumbent  
Worker  
Training  
Contracts as of  
9/30/19

**694**

Proposed to train

**629**

Trained (91%)

**13**

Employers hosted  
Job Fairs  
July-September 2019

**323**

Job-Seekers attended  
Job Fairs  
July-September 2019

## Things to Note

- Apprenticeship Week Nov 11-17
- Next Board meeting Nov 19, Martin
- UPS Hiring Events Nov 12 (AJC Dyersburg) & Nov 13 (AJC Humboldt)
- Probation/Parole Job Fair at Humboldt Municipal Building Nov 18, 10 am-1 pm, 1421 Osborne St., 3rd Floor Conf Room
- NWTHRA Hiring Events, Nov 18 & Jan 27 at American Job Center-Dyersburg
- Visit us online to view upcoming job fairs, workshops, and other events:



@NWTNjobs



@nwtntjobs



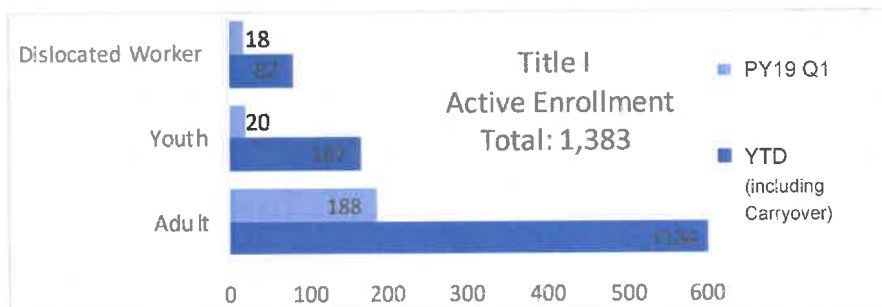
www.nwtntjobs.org

## Current Unemployment Rate by County (Sept 2019)

Benton 4.1% | Carroll 4.3% | Crockett 3.2% | Dyer 4.7% | Gibson 4.1% | Henry 3.7% | Lake 4.8% | Obion 4.0% | Weakley 3.4%



## Title I Career & Training Services



The Workforce Innovation and Opportunity Act (WIOA) consists of five core partner programs: Titles I—IV, and Temporary Assistance for Needy Families (TANF). These partners provide services through the American Job Center network in order to develop a quality workforce system to meet the needs of area employers and job seekers.

### Title II Adult Education

County	Students	Graduates
Benton	18	10
Carroll	23	3
Crockett	2	2
Dyer	40	2
Gibson	31	7
Henry	25	2
Lake	9	1
Obion	14	5
Weakley	24	2
<b>Totals</b>	<b>186</b>	<b>34</b>

### Temporary Assistance for Needy Families

In TANF District 7, the average wage for closed cases is \$9.47. Average Caseload per county:

Benton (4)	Carroll (16)
Crockett (6)	Dyer (46)
Gibson (33)	Henry (22)
Lake (2)	Obion (18)
Weakley (20)	

### Title IV Vocational Rehabilitation

Vocational Rehabilitation served 751 customers in Northwest Tennessee, including 95 new enrollments during the last quarter. 42 were closed in successful employment.

### Special Projects

The Northwest Tennessee Workforce Board (NWTNWB) was recently awarded \$150,000 through the Delta Regional Authority's new Workforce Development Initiative. Under the initiative, the NWTNWB will fund a new program, EARN\$TN - Expanding Apprenticeships in Rural Northwest Tennessee, which will seek to expand apprenticeship opportunities in the nine-county rural Delta region. Business Service Team members will serve as "subject matter experts" and will assist employers in development of registered apprenticeships, including coordinating recruitment efforts with high schools and the AJCs to connect qualified job seekers to employers, and facilitating access to WIOA and other AJC partner funds for employers and job seekers for classroom and/or on-the-job training, work experience and supportive services.

Interested employers may contact Ginger Powell, Deputy Director at 731-286-3585 or [powell@nwtworks.org](mailto:powell@nwtworks.org).

### Title III Employment Services

Individuals that Registered	683
Individuals that Logged In	3,379
Distinct Individuals Receiving Services	3,264
Services Provided to Individuals	25,985
Individual Virtual Recruiters Created	247
Resumes Added	525
Internal Job Orders Created	406
Internal Job Referrals	2,110
External Job Referrals Created	8,034
Services Provided Employers	1,418
Completed Wagner Peyser (WP) Applications	318
Partial WP Applications	0
WP Participants	213
WP Exits	306

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