

**Northwest TN Workforce Board
American Job Center (AJC) Committee
Monday, January 25, 2021 – 10:00 a.m.
Zoom Meeting**

Minutes

Committee Members: Rita Alexander, Neely Ashby, Kristie Bennett, Mark Chandler, Keith Cursey, Sherry Fowler, Angela Hollingsworth, Lana Hammons, Janna Hellums, Willie Huffman, Kristy Mercer, Ted Piazza, Brendan Powell, Jordan Spraggins, Jimmy Williamson

Staff and Contractors: Jennifer Bane, Lana Burchfiel, Gina Johnson, LeAnn Lundberg, Ginger Powell, Laura Speer, Connie Stewart (CSP), Erica Nance (OSO), Jennifer Eppley (OSO)

Guest Attending: Gina Abbott

Review and Approval of Minutes of October 26, 2020 Meeting: Rita Alexander called the meeting to order and asked the group for comments regarding the prior meeting's minutes.

- **MOTION:** Ted Piazza moved to approve the October 26, 2020 minutes as presented and Kristie Bennett seconded the motion. All were in favor and the motion carried.

AJC Partner Update—Wagner Peyser: Gina Abbott was experiencing some technical issues, so she emailed her report (attached) to the committee following the meeting.

One-Stop Operator Report: Erica Nance reviewed the following included reports:

- **AJC Survey Results:** There were 39 surveys completed for the quarter with a 100% satisfaction. Jobs4TN has a survey that Erica is going to start pulling results for as well.
- **VOS Greeter Report:** There were 2,103 visits through December and 2,879 services provided. Job Search Resource Room was the number one visit reason followed by unemployment assistance and then Title I services. Staff continue to offer virtual services as much as possible.
- **Enrollment Summary Report:** The attached reports detail the number of new enrollments and carry over participants for several programs by county – 703 carry over and 1,126 across programs, the breakdown of the 578 active Title I cases by program and county, and a comparison of Title I numbers served by each area in the state. Our area receives about 5.4% of the state's allocation and has served about 5.1% of the state's total.
- **Co-Enrollment Summary Report:** The attached report details the numbers of participants co-enrolled between Title I, Wagner Peyser, and TAA. As of December 31st we have 25.8% of TAA participants co-enrolled.
- **Target Populations Report:** There were 550 total enrollments and 45 new enrollments including 24 who are youth-aged individuals, and 31 individuals with barriers to employment including 3 individuals with disabilities, and 26 low income individuals. The full breakdown can be viewed in the attached report.
- **Employer Services and Survey Reports:** There were 1,614 services provided to 407 employers through December. The breakdown by service can be viewed on the attached report. There were no employer surveys completed this quarter.

Career Services Report: Connie Stewart presented the attached report. Youth enrollments have improved quite a bit in the last few months. Since July, 279 individuals have been enrolled, about 57% of the goal for the program year. There were 117 people in occupational skills training and 38 in Youth work experience--27 Out-of-School Youth and 11 In-School Youth (ISY). While we are striving to increase ISY enrollments and expenditures, because most ISY who meet our eligibility qualify for Pell and other federal and state financial aid, there is usually very little cost for our programs to cover. On-the-Job Training (OJT) enrollments also picked up last quarter with 94 enrolled through December. See report for co-enrollment by program and by county. Most training enrollments are still in healthcare, followed by transportation, then manufacturing, and most are at TCATs and community colleges.

Business Services Report: Ginger Powell discussed the following from the attached Business Services Report:

- **On-the-Job Training (OJT):** 133 individuals have been enrolled with 20 employers, 69 have completed, and 46 are still in training.
- **Incumbent Worker Training (IWT):** 20 employers participated with 548 employees trained of the 563 proposed.

- **Job Fair/Hiring Events:** Nortek Global held a drive-thru hiring event and Dura Automotive hosted two job fairs for their Dislocated workers. Perkins Restaurant in Milan held an on-site job fair.
- **Apprenticeships:** We submitted an application with Alliance Staffing to register their Production Technician position. The apprenticeship will include the Certified Production Technician (CPT) class being taught at the Gibson County jail for the inmates as the related technical instruction. The class will likely be taught at The Orchard House where inmates are furloughed work release rather than at the jail due to COVID restrictions. As part of work release or upon release they can work full-time and begin their on-the-job learning component of the apprenticeship. Alliance has about 17 individuals ready to begin the apprenticeship once approved.
- **Rapid Response:** Dura Automotive had 43 employees affected by its closure. He
- **Other Events:** We are working on a video for nursing career exploration for Dyer and Lake which will be ready by mid-February. The video will be similar to the Manufacturing Day videos and will include both employer and education panel discussions. The state hosted a Discover Apprenticeship TN conference and Jon Dougherty with Amteck presented. Our virtual Manufacturing Day video actually reached about 2,000 more students this year with 3,383 students viewing the videos.
- **Work Ready Communities:** We are still working on meeting our goals, but ACT completely revamped how counties reach the maintaining phase. The new system should be better for our area as the goals will be more attainable. We will be working on getting each county to maintaining status.

Key Performance Indicators (KPIs Update): Jennifer Bane reviewed the attached handouts detailing the estimated results for the 2020 KPIs, the West TN goals for the 2021 KPI goals for various AJC programs, primarily for new or co-enrollments, the original proposed NW share of the goals, and the revised targets after negotiations with the state staff. We will receive final goals within the next few weeks after the state staff have completed negotiations with all areas. Since this past year was the first year we had KPI goals, and COVID hit before the first quarter was over, most programs struggled to meet their goals, which was common across the state. Many programs saw decreased goals for 2021 because of this.

Supportive Services Policy Changes: Jennifer Bane reviewed the proposed changes to the policy as outline in red in the attachments. Under the Supplies, Uniforms, Accommodations, and Testing section, laptops and tablets have been added as an allowable cost, up to \$400. With so many students needing to meet virtually now, the TN Department of Labor staff provided guidance allowing laptops and tablets to be purchased under supportive service policies if desired.

- **MOTION: Ted Piazza moved to approve the policy changes as presented. Jimmy Williamson seconded the motion. All were in favor and the motion carried.**

Other: Jennifer Bane reported that the AJC-Humboldt will be closed due to an issue with their sprinkler system. Staff will continue to provide services virtually. All other AJCs continue to primarily focus virtual services with limited in-person appointments offered if needed.

Future Meeting Dates & Upcoming Events: Jennifer Bane reminded the group to complete an annual Conflict of Interest form if they have not already and reviewed the following upcoming meetings:

- Next Board Meeting: Tuesday, February 23rd at 11:30 am (Zoom)
- State Board Meeting: March 26th (TBD)
- Remaining 2021 Committee Meeting Dates: Monday, 10:00 am –
 - April 26th
 - July 26th
 - October 25th

Respectfully submitted,

Lana Burchfiel, Public Information Specialist

Northwest TN Workforce Board
American Job Center Committee
Monday, January 25, 2021 – 10:00 a.m.

Join Zoom Meeting:

<https://us02web.zoom.us/j/84656830807?pwd=am0vWXdzTVltS3M3LzlZcEVGRE5UQT09>

Meeting ID: 846 5683 0807

Passcode: 728125

Chair - Rita Alexander

Vice Chair – Neely Ashby

Agenda

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|--|----------------|
| 1. Welcome and Call to Order | Rita Alexander |
| 2. Review and Approval of Minutes – October 26, 2020 meeting
(Vote Required) | Rita Alexander |
| 3. AJC Partner Update – Wagner Peyser | Gina Abbott |
| 4. One-Stop Operator Report | Erica Nance |
| a. AJC Survey Results | |
| b. VOS Greeter Reports | |
| c. Enrollment Summary Reports | |
| d. Co-Enrollment Report | |
| e. Target Populations Report | |
| f. Employer Services Report | |
| 5. Career Services Report | Connie Stewart |
| 6. Business Services Report | Ginger Powell |
| 7. Key Performance Indicators (KPIs) Update | Jennifer Bane |
| 8. Supportive Services Policy Changes (Vote Required) | Jennifer Bane |
| 9. Other | Jennifer Bane |

Future Meeting Dates & Upcoming Events

- **Conflict of Interest Forms: Due February 26th**
- Next Board Meeting: Tuesday, February 23rd at 11:30 am (Zoom)
- State Board Meeting: March 26th (TBD)
- Remaining 2021 Committee Meeting Dates: Monday, 10:00 am –
 - April 26th
 - July 26th
 - October 25th

Northwest TN Workforce Board
American Job Center (AJC) Committee

Monday, October 26, 2020 – 10:00 a.m.

Zoom Meeting

Chair - Rita Alexander

Vice Chair – Neely Ashby

Minutes

Committee members attending via webinar or phone: Neely Ashby, Kristie Bennett, Mark Chandler, Sherry Fowler, Janna Hellums, Angela Hollingsworth, Ted Piazza, Brendan Powell, Jimmy Williamson

Staff and Contractors: Jennifer Bane, Lana Burchfiel, Gina Johnson, LeAnn Lundberg, Ginger Powell, Laura Speer, Jennifer Eppley (OSO) Joseph Johnson (OSO), Connie Stewart (CSP)

Review and Approval of Minutes of July 27, 2020 Meeting: Neely Ashby called the meeting to order and asked the group for comments regarding the prior meeting's minutes.

- **MOTION: Ted Piazza moved to approve the July 27, 2020 minutes as presented. Kristie Bennett seconded the motion. All were in favor and the motion carried.**

AJC Partner Update—Adult Education: Angela Hollingsworth presented updates from Adult Education for Benton, Carroll, Crockett, Dyer, Lake, Obion, and Weakley counties. First quarter goal of 91 reportable new students was met with 125 served, including 70 participants. Fifteen received diplomas for first quarter and 21.43% had Multiple Skills Gains. New evening classes have begun in Benton County, which has a new part-time instructor, and will be starting in Lake County. Marketing has been the biggest struggle because of COVID. Classes have moved from the Dyersburg Library to the AJC in Dyersburg because of closings. Classes are still meeting in-person and there haven't been any issues so far.

One-Stop Operator Report: Jennifer Eppley presented for One-Stop Operator, Erica Nance, and reviewed the following included reports:

- **Monthly Summary & AJC Survey Results:** There were 394 services and 309 visits in September. There were 57 surveys completed with 100% satisfaction.
- **VOS Greeter Report:** There were 783 visits between July and September.
- **Enrollment Summary Report:** The enrollment summary report shows that our area has served 1,307 individuals for the quarter including 782 carryover participants and 525 new enrollments across the Wagner Peyser, Title I, TAA, SNAP, and Adult Education programs.
- **Target Populations Report:** There were 522 total enrollments and 51 new enrollments as of September 30th including 20 who are youth-aged individuals, and 44 individuals with barriers to employment including 1 veteran, 3 individuals with disabilities, 9 offenders, and 42 low income. The full breakdown can be viewed in the attached report.
- **Employer Services and Survey Reports:** There were 606 services provided to 122 employers for the quarter. The breakdown by service can be viewed on the attached report. There were no employer surveys completed this quarter.

Career Services Report: Connie Stewart presented the attached report. We have a few positions open and since the state increased the in-school youth (ISY) goals, we are looking to hire a Career Advisor that can recruit and enroll ISY. The jobs are posted on Dyersburg State's website. The 470 total enrollments for the contract year, October 1, 2019 to September 30, 2020, exceeded the goal of 411, but the Youth goal was not met. Significant improvement has been seen since July 1st after a decrease between April and June because of COVID. We will

also be receiving some CARES Act funds to contact about 800 people receiving unemployment to see if they need assistance or training. Kristie Bennett asked about an outreach report, and Connie said she will get the information from Marcia Fields. Staff will attempt at least three methods of contact between calling, emailing, or sending messages through Jobs4TN. Ted Piazza stated it might be beneficial to see how our numbers show up on caller IDs. Jennifer Bane also mentioned that staff can text from their Vonage lines, which might be a better option than calling.

Business Services Report: Ginger Powell discussed the following from the attached Business Services Report:

- **On-the-Job Training (OJT):** 71 individuals have been enrolled, one has completed, and 66 are still in training.
- **Incumbent Worker Training (IWT):** We received some CARES Act funds for IWT and OJT in September, and by the end of the month most of that had been obligated. Nearly \$247,000 has been obligated to 20 employers to train 564 individuals.
- **Job Fair/Hiring Events:** We have done hybrid virtual / on-site job fairs and drive through job fairs and both types have been pretty successful.
- **Apprenticeships:** We had a Signing Day event at Crown Winery in Gibson County for the first two registered apprenticeships in the grape and wine industry in the state. White Squirrel Winery now also has an approved apprenticeship and staff are working with Auston Mealer to train approximately ten new apprentices.
- **Rapid Response:** Mass meetings were held for 76 employees affected by the closure of American Woodmark and planning took place for a meeting for 43 employees being dislocated from Dura Automotive in October.
- **Other Events:** Manufacturing Days were online this year. The employer panel videos were recorded, uploaded to our YouTube channel, shared on our Facebook pages, and shared with the schools. We had a social media campaign on Facebook where we posted videos submitted by local industry sharing their products or talking about their company in anticipation of National Manufacturing Date. A complete report of the number of students served will be presented at the next meeting. Staff also continue to work towards meeting Work Ready Community goals. Henry and Crockett Counties met their goals to remain certified in August, leaving just four more counties needing to be re-certified. The ones remaining still need some NCRCs before they can move into the maintaining phase.

Other: Jennifer Bane reported all the AJCs are currently open, and we continue to follow the CDC guidelines. We have a new committee member, Brendan Powell with the United Food and Commercial Workers Union, replacing Sandra Woods as a labor representative for Gibson. We have a couple of other new board members as well.

Future Meeting Dates & Upcoming Events: The following upcoming meetings were reviewed by Jennifer Bane:

- State Board Meeting: November 13th (YouTube)
- Next Board Meeting: November 17th (Zoom)
- Proposed 2021 Committee Meeting Dates: Monday, 10:00 am –
 - January 25th
 - April 26th
 - July 26th
 - October 25th

Respectfully submitted,

Lana Burchfiel
Public Information Specialist

American Job Center Committee Meeting
AJC Update – Gina Abbott

1/25/2025

Good morning everyone. I'm very sorry for the technical issues in trying to join the AJC Committee Meeting this morning. Here is my Title III (Dept of Labor) update:

As everyone knows, unemployment numbers are on the increase and the AJC staff are working to serve our claimants and employers as efficiently as possible. There are several avenues to connect with the UI Unit in Nashville such as, phone, email, and live chat. While sometimes wait times are longer than others, we are seeing success in aiding with UI. The local AJCs provide meaningful assistance to guide our customers through the claims process.

In December 2020, the Tennessee Dept. of Labor launched the **Virtual American Job Center**. It offers a variety of services that can help job seekers get their career or education on track. The site can be utilized to match available services with participants needs. Once needs are determined, an in-person or virtual appointment can be scheduled. We are beginning to see great success as more participants are utilizing the site. (tnvirtualajc.com)

As Covid-19 has limited the number of in-person job fairs and hiring events, tnvirtualajc.com is also being utilized for virtual events. Employers can set up their events with a digital experience for Tennesseans to participate in job fairs and multi-employer hiring events. Virtual events are open to the public and job seekers are invited to attend allowing them to connect with employers. It also allows AJC staff the opportunity to offer career development, resume writing, and workshops while employers can conduct private interviews on the spot. Currently, we have an East TN virtual hiring event with ETLWDA on January 27, 2021 and a virtual job fair in Upper Cumberland on February 17th. So far, we've had 40 employers entered and over 100 job seekers registered for the Upper Cumberland event. We also have two state-wide virtual events scheduled with The Dept. of Correction and The Dept. of Safety to assist in filling vacant positions. These events will be on-going during 2021.

We are quickly learning the concept of virtual services in order to better serve our customers. If there are any questions or comments, please let me know.

Lastly, we are consistently training AJC staff to adjust to the ever-changing workforce environment for the benefit of our job seekers and employers.

Thank you.

County	Greeting	Wait Time	Visit Reason	Overall Satisfaction	Staff	Likely to Recommend	Notes
Gibson	Very Good	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied	Talitha	Likely	
Henry	Very Good	Less than 5 minutes	Unemployment	Completely Satisfied	George	Extremely Likely	
Weakley	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	Mrs Peggy	Extremely Likely	
Weakley	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	Peggy Cook	Extremely Likely	
Weakley	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	Peggy Cook	Extremely Likely	
Weakley	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	Mrs. Cook	Extremely Likely	
Weakley	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied	Mrs. Cook	Extremely Likely	
Gibson	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied		Extremely Likely	
Gibson	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	Renee	Extremely Likely	
Gibson	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied	Talitha	Extremely Likely	
Gibson	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied		Likely	
Gibson	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied		Extremely Likely	
Henry	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied	Rex Smith	Extremely Likely	
Henry	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied	George Girard	Extremely Likely	Service at this job center is very professional and frier
Henry	Excellent	Less than 5 minutes	Workshop	Completely Satisfied	Velma	Extremely Likely	
Henry	Excellent	Less than 5 minutes	RESEA ororientation or return	Completely Satisfied	Rex Smith	Extremely Likely	
Henry	Excellent	Less than 5 minutes	Take a Test for Dana	Completely Satisfied	George	Extremely Likely	
Henry	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied	George	Extremely Likely	Always appreciate, efficiency and friendly
Henry	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied	George	Extremely Likely	Excellent experience coming to the office.
Henry	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied	George	Extremely Likely	Always a good experience when I come here.
Henry	Excellent	Less than 5 minutes	Print 1099	Completely Satisfied	George	Extremely Likely	Thank you George
Henry	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	George	Extremely Likely	
Henry	Excellent	Less than 5 minutes	Unemployment, Job Search and RESEA Orientation	Completely Satisfied	Rex Smith	Extremely Likely	Good Customer service. Thank you.
Henry	Excellent	Less than 5 minutes	Job search	Completely Satisfied	Velma	Extremely Likely	
Henry	Excellent	5-10 mintues	WIOA/Title I	Completely Satisfied	Rhonda Mitchum	Extremely Likely	Rhonda was an awesone help to direct me in the dire
Dyer	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	Laura/Shaylah	Extremely Likely	Both ladies and a young man was very helpful today v
Weakley	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	Mrs Peggy	Extremely Likely	
Weakley	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	Peggy Cook	Extremely Likely	Peggy is great and very nice.
Weakley	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	Peggy Cook	Extremely Likely	
Weakley	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	Mrs. Cook	Extremely Likely	
Weakley	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied	Mrs. Cook	Extremely Likely	
Gibson	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied		Extremely Likely	
Gibson	Excellent	Less than 5 minutes	Unemployment	Completely Satisfied	Renee	Extremely Likely	
Gibson	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied	Talitha	Extremely Likely	
Gibson	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied		Extremely Likely	
Henry	Excellent	Less than 5 minutes	Unemployment and Job Search	Completely Satisfied	Rex Smith	Extremely Likely	
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Henry	Excellent	Less than 5 minutes	RESEA ororientation or return	Completely Satisfied	Rex Smith	Extremely Likely	

TRAFFIC COUNTS LIST BY MUTIPLE REASONS - 2020-2021

2020-2021	Camden	Alamo	Humboldt	Paris	Tiptonville	Union City	Dresden	Affiliate Subtotal	Dyersburg	Huntingdon	Comprehensive Subtotal	Total AJC
Jul-20	27	0	68	57	0	14	56	222	31	5	36	258
Aug-20	15	4	114	78	4	39	32	286	33	0	33	319
Sep-20	9	5	141	77	8	41	18	299	62	33	95	394
Oct-20	29	6	145	52	12	46	57	347	118	82	200	547
Nov-20	28	11	130	95	10	15	26	315	167	311	478	793
Dec-20	14	9	120	64	11	21	31	270	175	123	298	568
Subtotal	122	35	718	423	45	176	220	1,739	586	554	1,140	2,879
Mo. Avg	20	6	120	71	8	29	37	193	98	92	127	320
% Avg.	6.4%	1.8%	37.4%	22.0%	2.3%	9.2%	11.5%	60.4%	30.5%	28.9%	39.6%	100.0%

Source: Affiliates - VOS Greeter

TRAFFIC COUNTS LIST BY INDIVIDUAL VISIT 2020-2021

2020-2021	Camden	Alamo	Humboldt	Paris	Tiptonville	Union City	Dresden	Affiliate Subtotal	Dyersburg	Huntingdon	Comprehensive Subtotal	Total AJC
Jul-20	27	0	34	50	0	10	56	177	27	5	32	209
Aug-20	15	4	63	77	4	39	32	234	31	0	31	265
Sep-20	8	5	82	73	8	40	18	234	54	21	75	309
Oct-20	27	6	74	52	12	45	57	273	100	41	141	414
Nov-20	27	10	65	89	10	15	26	242	119	153	272	514
Dec-20	13	9	62	58	7	21	31	201	130	61	191	392
Subtotal	117	34	380	399	41	170	220	1,361	461	281	742	2,103
Mo. Avg	20	6	63	67	7	28	37	151	77	47	82	234
% Avg.	8.3%	2.4%	27.1%	28.5%	2.9%	12.1%	15.7%	64.7%	32.9%	20.0%	35.3%	100.0%

Individual Visit Monthly Average Goal

PY 19 Actual	20	6	63	67	7	28	37	151	77	47	82	234
Original Goal	160	103	376	425	60	335	353	1,812	749	515	1,264	3,076
Revised Goal	72	46	282	255	22	251	211	1,139	561	386	947	2,086
Difference	-88	-57	-94	-170	-38	-84	-142	-673	-188	-129	-317	-990
% of Goal Met	27%	12%	22%	26%	31%	11%	17%	13%	14%	12%	9%	11%

Oct. - Dec. 2020	Camden	Alamo	Humboldt	Paris	Tiptonville	Union City	Dresden	Dyersburg	Huntington	Totals
Job Search Resource Room	8	5	200	80	4	15	9	167	244	732
Unemployment	41	19	143	94	5	38	90	109	45	584
Cr. Coachg/ WIOA Title 1	17		9	22	18	24	15	41	29	175
Networking Event								28	128	156
Job Search Assist	5	1	5	4	4	4		12	23	58
Adult Education			26					22	6	54
Cr.Coach WF Ess.								29		29
Employer Ck-in								14	8	22
TAA/TRA								20		20
HiSET					2				18	20
Resume Assistance		1	6	3				2	5	17
Cr.Coach/Youth			2					12		14
RESEA			2	7						9
Voc Rehab									4	4
Re-Entry									4	4
CARES			2			1				3
Job Fair								2		2
Cr Coach/Work Keys Test									2	2
Hiring Event								2		2
SCSEP - Senior Emploment				1						1
TOTALS	71	26	395	211	33	82	114	460	516	1,908
List - INDIVIDUAL	54	16	139	141	22	60	83	219	194	928

Enrollment Summary By LWDA

- LWIA/Region: Northwest Tennessee
- Date Range: 7/1/2020 - 12/31/2020
- Report Run Time: 1/5/2021 2:55:16 PM

	WP		WIOA		TAA		SNAP		Adult Education		ALL PROGRAMS		% OF NWTN	
Office Id	Carry Forward	New Enrollment	Carry Forward	New Enrollment	Carry Forward	New Enrollment	Carry Forward	New Enrollment	Carry Forward	New Enrollment	Carry Forward	New Enrollment	Carry Forward	New Enrollment
Northwest Tennessee	233	612	300	278	61	3	37	53	72	180	703	1,126	38%	62%
American Job Center - Alamo-Specialized CTR*New*	1	16	1	5	0	0	3	1	0	0	5	22	0%	1%
American Job Center - Humboldt * NEW *	32	42	53	44	0	0	7	7	5	28	97	121	5%	7%
American Job Center - Paris Specialized CTR*New*	16	34	32	33	0	0	3	5	12	40	63	112	3%	6%
American Job Center - Camden- Specialized CTR*NEW*	4	21	30	15	0	0	1	5	6	20	41	61	2%	3%
American Job Center - Huntingdon * NEW *	34	357	32	18	9	0	3	10	14	6	92	391	5%	21%
American Job Center - Tiptonville -Specialized CTR*New*	3	4	9	7	0	0	1	2	3	2	16	15	1%	1%
American Job Center - Dyersburg * NEW *	109	74	55	82	50	2	12	12	10	44	236	214	13%	12%
American Job Center - Dresden Specialized CTR *New*	8	30	29	25	0	0	1	6	10	23	48	84	3%	5%
American Job Center - Union City * NEW *	23	33	59	49	2	1	6	5	12	17	102	105	6%	6%
LWDA 12 000 Administrative Office * NEW *	3	1	0	0	0	0	0	0	0	0	3	1	0%	0%
Total:	845		578		64		90		252		1,829		100%	

**WIOA Title I Participants Served
July 1, 2020 to December 31, 2020**

County	Adults	Dislocated Worker	Youth	ISY	OSY	TOTAL Served	Percentage Served	Percentage of Allocation	Difference
Benton	28	9	8	0	8	45	8%	4.5%	3.3%
Carroll	38	5	7	0	7	50	9%	10.4%	-1.8%
Crockett	6	0	0	0	0	6	1%	3.6%	-2.6%
Dyer	81	21	35	7	28	137	24%	17.6%	6.1%
Gibson	73	6	18	4	14	97	17%	19.0%	-2.2%
Henry	51	11	3	0	3	65	11%	12.2%	-1.0%
Lake	13	0	3	1	2	16	3%	3.0%	-0.2%
Obion	82	17	9	0	9	108	19%	14.6%	4.1%
Weakley	47	2	5	2	3	54	9%	15.1%	-5.7%
TOTALS	419	71	88	14	74	578	100%	100%	0.0%

**Enrollment Summary by LWDA
Date Range 07/01/2020 - 12/31/2020**

Local Area	Carry Forward	New Enrollment	Served	% Served	% of Allocation	Difference
Northeast Tennessee	447	129	576	5.1%	8.1%	-3.0%
Northwest Tennessee	300	278	578	5.1%	5.4%	-0.3%
Upper Cumberland	446	212	658	5.8%	4.9%	0.9%
Southwest Tennessee	537	224	761	6.7%	4.9%	1.8%
Southern Middle Tennessee	509	278	787	6.9%	5.4%	1.5%
Southeast Tennessee	639	477	1116	9.8%	10.4%	-0.6%
Greater Memphis	1010	554	1564	13.7%	24.8%	-11.1%
East Tennessee	1363	654	2017	17.7%	16.5%	1.2%
Northern Middle Tennessee	2263	1062	3325	29.2%	19.5%	9.7%
Total	7514	3868	11382	100%	100%	0%

*2019 = 1,159 carryover and 224 new enrollments

Co-Enrollment Summary

Office	Total WP Participants	WP Not In WIOA	WP Enrolled In WIOA	Total WIOA Participants	WIOA Enrolled In WP	Total TAA Participants	TAA Enrolled In WIOA	TAA Not In WIOA
American Job Center - Alamo-Specialized CTR*New*	17	17	0	5	0	0	0	0
American Job Center - Humboldt *NEW *	38	35	3	95	1	0	0	0
American Job Center - Paris Specialized CTR*New*	32	32	0	59	0	0	0	0
American Job Center - Camden-Specialized CTR*NEW*	18	18	0	44	0	0	0	0
American Job Center - Huntingdon * NEW *	240	228	12	49	2	8	2	6
American Job Center - Tiptonville - Specialized CTR*New*	5	4	1	15	0	0	0	0
American Job Center - Dyersburg *NEW *	84	64	20	128	10	51	13	38
American Job Center - Dresden Specialized CTR *New*	18	17	1	52	0	0	0	0
American Job Center - Union City *NEW *	28	25	3	103	3	3	1	2
LWDA 12 000 Administrative Office * NEW *	1	1	0	0	0	0	0	0
Office	Total WP Participants	WP Not In WIOA	WP Enrolled In WIOA	Total WIOA Participants	WIOA Enrolled In WP	Total TAA Participants	TAA Enrolled In WIOA	TAA Not In WIOA
Total Rows: 10	481	441	40	550	16	62	16	46

25.8%

WIOA Targeted Population Summary

Target Group	Total Enrolled	New Enrolled	Received Career Services	Received Training/ Educ Svcs	Total Exited	With Credent
Total	550	45	550	439	0	74
Gender						
Female	287 52.18%	23 51.11%	287 52.18%	236 53.76%	0	48 64.86%
Male	261 47.45%	22 48.89%	261 47.45%	202 46.01%	0	26 35.14%
NA	2 0.36%	0	2 0.36%	1 0.23%	0	0
Age						
18 and Under	61 11.09%	6 13.33%	61 11.09%	38 8.66%	0	4 5.41%
19 to 24	207 37.64%	18 40.00%	207 37.64%	157 35.76%	0	30 40.54%
25 to 54	262 47.64%	20 44.44%	262 47.64%	234 53.30%	0	38 51.35%
55 and Older	20 3.64%	1 2.22%	20 3.64%	10 2.28%	0	2 2.70%
Race/Ethnicity						
White	438 79.64%	36 80.00%	438 79.64%	350 79.73%	0	61 82.43%
African American/Black	111 20.18%	9 20.00%	111 20.18%	90 20.50%	0	14 18.92%
Hawaiian/Other Pacific Islander	1 0.18%	0	1 0.18%	0	0	0
Hispanic	17 3.09%	4 8.89%	17 3.09%	13 2.96%	0	2 2.70%
Educational Status						
In-school; Secondary School or less	10 1.82%	3 6.67%	10 1.82%	3 0.68%	0	2 2.70%
In-school; post Secondary School	158 28.73%	15 33.33%	158 28.73%	128 29.16%	0	26 35.14%
Not attending school or Secondary School Dropout	20 3.64%	0	20 3.64%	18 4.10%	0	3 4.05%
Not attending school; Secondary School Graduate or has a recognized equivalent	362 65.82%	27 60.00%	362 65.82%	290 66.06%	0	43 58.11%
UC Status						
Neither claimant or exhaustee	8 1.45%	0	8 1.45%	8 1.82%	0	7 9.46%
Veteran						

All Veterans	9 1.64%	0	9 1.64%	6 1.37%	0	0
Eligible Veteran Status	9 1.64%	0	9 1.64%	6 1.37%	0	0
Other Eligible Person/Veteran Spouse	0	0	0	0	0	0
Campaign Veteran	0	0	0	0	0	0
Disabled Veteran	1 0.18%	0	1 0.18%	1 0.23%	0	0
Transitioning Service Member	0	0	0	0	0	0
Recently Separated Veteran	4 0.73%	0	4 0.73%	2 0.46%	0	0
Active Duty Military Spouse	0	0	0	0	0	0
Barriers						
Total With Significant Barriers to Employment	467 84.91%	31 68.89%	467 84.91%	371 84.51%	0	59 79.73%
Individuals with Disability	23 4.18%	3 6.67%	23 4.18%	17 3.87%	0	5 6.76%
Displaced Homemaker	0	0	0	0	0	0
Underemployed	200 36.36%	20 44.44%	200 36.36%	168 38.27%	0	33 44.59%
Dislocation Event	11 2.00%	0	11 2.00%	0	0	0
Within 2 Years of Exhausting TANF	0	0	0	0	0	0
Hawaiian Native	0	0	0	0	0	0
Single Parent	65 11.82%	7 15.56%	65 11.82%	51 11.62%	0	6 8.11%
Facing Substantial Cultural Barriers	0	0	0	0	0	0
Eligible Migrant and Seasonal Farmworker	0	0	0	0	0	0
Meets Governors Special Barrier	0	0	0	0	0	0
English Language Learner	1 0.18%	1 2.22%	1 0.18%	0	0	0
Basic Skills Deficient	5	2	5	0	0	0

	0.91%	4.44%	0.91%			
Offender	<u>80</u> 14.55%	0	<u>80</u> 14.55%	<u>74</u> 16.86%	0	<u>5</u> 6.76%
Homeless	0	0	0	0	0	0
Runaway Youth	0	0	0	0	0	0
Foster Care (All)	<u>5</u> 0.91%	<u>1</u> 2.22%	<u>5</u> 0.91%	0	0	0
In Foster Care	<u>4</u> 0.73%	<u>1</u> 2.22%	<u>4</u> 0.73%	0	0	0
Aged Out of Foster Care	<u>1</u> 0.18%	0	<u>1</u> 0.18%	0	0	0
Pregnant or Parenting Youth	<u>35</u> 6.36%	<u>3</u> 6.67%	<u>35</u> 6.36%	<u>17</u> 3.87%	0	<u>4</u> 5.41%
Out of Home Placement	0	0	0	0	0	0
Eligible Under Section 477	0	0	0	0	0	0
Youth Requires Additional Assistance	<u>25</u> 4.55%	0	<u>25</u> 4.55%	<u>10</u> 2.28%	0	<u>3</u> 4.05%
Long-Term Unemployed	<u>111</u> 20.18%	<u>7</u> 15.56%	<u>111</u> 20.18%	<u>80</u> 18.22%	0	<u>8</u> 10.81%
Public Assistance						
TANF	<u>1</u> 0.18%	0	<u>1</u> 0.18%	<u>1</u> 0.23%	0	0
SNAP	<u>72</u> 13.09%	<u>4</u> 8.89%	<u>72</u> 13.09%	<u>54</u> 12.30%	0	<u>13</u> 17.57%
Social Security Disability Insurance (SSDI)	<u>4</u> 0.73%	0	<u>4</u> 0.73%	<u>4</u> 0.91%	0	0
Supplemental Security Income (SSI)	<u>2</u> 0.36%	0	<u>2</u> 0.36%	<u>2</u> 0.46%	0	0
General Assistance	<u>1</u> 0.18%	0	<u>1</u> 0.18%	<u>1</u> 0.23%	0	0
Living in the High Poverty Area	<u>1</u> 0.18%	0	<u>1</u> 0.18%	0	0	0
Free or Reduced Lunch	<u>4</u> 0.73%	<u>3</u> 6.67%	<u>4</u> 0.73%	0	0	0
Low Income	<u>432</u> 78.55%	<u>26</u> 57.78%	<u>432</u> 78.55%	<u>342</u> 77.90%	0	<u>56</u> 75.68%
Green Training						
Received Green Training	0	0	0	0	0	0

Services Provided Employer Report Total Employers

<u>Services</u>	<u>JULY</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>	<u>%</u>
E-17 Apprenticeship Employer Outreach		2	2	16		5	25	6%
E10-Employer Services Training	2	3	1	34	1	18	59	14%
E11-Employer Services Training-IWT	4	1		16	3	11	35	9%
E01-On-Site Visit Planning Layoff Response							0	0%
E92-Notification to employer of potential applicant							0	0%
E07-Promotional Call	1	2	8	22		4	37	9%
E06-Provided Canadidate Pre-Screening							0	0%
E05-Provided Detail Labor Market Study		7		24		3	34	8%
E02-Provided Job Fair Services		5	2	7		2	16	4%
E03-Provided Job Order Follow-Up/Assistance	1	5	3	4	1	1	15	4%
E04-Provided Recruitment Services		1		14		2	17	4%
E12-Rapid Response Services/Business Downsizing				1		1	2	0%
E90-Referred Qualified Applicants-Staff Assisted			2	8			10	2%
E08-Reviewed Resumes and Referred Eligible Individuals	22	14	22	13	11	12	94	23%
E09-Services to Untapped Targeted Demographic Groups		3	7	20		2	32	8%
E13-Tax Credits or Incentives for Employers (WOTC)				1			1	0%
E15-Strategic Planning/ECD with Employers			1	2		1	4	1%
E14-Workforcce Information for Employers		1		25			26	6%
Total Employers Served	30	44	48	207	16	62	407	100%

Total Services

<u>Services</u>	<u>JULY</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>	<u>%</u>
E-17 Apprenticeship Employer Outreach		3	3	18		7	31	2%
E10-Employer Services Training	3	3	1	62	14	24	107	7%
E11-Employer Services Training-IWT	4	1		32	3	24	64	4%
E01-On-Site Visit Planning Layoff Response							0	0%
E92-Notification to employer of potential applicant							0	0%
E07-Promotional Call	1	2	8	22		4	37	2%
E06-Provided Canadidate Pre-Screening							0	0%
E05-Provided Detail Labor Market Study		7		25		3	35	2%
E02-Provided Job Fair Services		6	3	7		2	18	1%
E03-Provided Job Order Follow-Up/Assistance	1	6	3	5	1	1	17	1%
E04-Provided Recruitment Services		1		14		2	17	1%
E12-Rapid Response Services/Business Downsizing				4		3	7	0%
E90-Referred Qualified Applicants-Staff Assisted			2	15			17	1%
E08-Reviewed Resumes and Referred Eligible Individuals	298	71	164	378	161	124	1,196	74%
E09-Services to Untapped Targeted Demographic Groups		3	10	20		2	35	2%
E13-Tax Credits or Incentives for Employers (WOTC)				1			1	0%
E15-Strategic Planning/ECD with Employers			1	2		1	4	0%
E14-Workforce Information for Employers		1		27			28	2%
Total Services Provided	307	104	195	632	179	197	1,614	100%

Career Services Provider Quarterly Report Dec-20

Staff Hiring

New hires: Carroll County Employment Specialist Merline Pritchard and Lake County Employment Specialist Angie Chadwick
Current Job Openings: Financial Coordinator and In-School Youth Career Advisor

Enrollments by Program (July 1, 2020 - June 30, 2021)

	Adult	DW	OSY	ISY	Total	Percentage
Occupational Skills Training	99	8	7	3	117	42%
Work Experience	10	4	27	11	52	19%
Transitional Jobs	3	1			4	1%
On-the-Job Training	80	7	7	0	94	34%
Apprenticeship	0	0	0	0	0	0%
TAA Co-Enrollment		12			12	4%
Total	192	32	41	14	279	100%
Contract Goal	380			107	487	100%
YTD Total	224			55	279	57%
Remaining	156			52	208	43%

Enrollments by County

	Adult	DW	OSY	ISY	Total	Percentage
Benton	8	4	3	0	15	5%
Carroll	13	1	3	0	17	6%
Crockett	5	0	0	0	5	2%
Dyer	44	11	21	7	83	30%
Gibson	31	3	5	5	44	16%
Henry	27	5	1	0	33	12%
Lake	5	0	2	0	7	3%
Obion	40	6	3	1	50	18%
Weakley	19	2	3	1	25	9%
Total	192	32	41	14	279	100%
Percentage	69%	11%	15%	5%	100%	

Training Enrollments by Sector / Institution

Training Provider	Healthcare	Manufacturing	Other	Transportation	(blank)	Grand Total
Bethel	3					3
Dental Staff School	7					7
Drive Train				2		2
DSCC	9	1				10
JSCC	5					5
MTSU			1			1
NALTC			6			6
Road Runner				19		19
TCAT Covington	1					1
TCAT Crump			1			1
TCAT Jackson	2			1		3

TCAT McKenzie		5	4	1	10
TCAT Newbern	8	15		4	27
TCAT Paris	9	2	2	2	15
University of Memphis			3		3
UTM	1		2		4
Grand Total	45	23	19	29	117
Percentage	38%	20%	16%	25%	99%

Training Provider	Sum of Amount Paid	<i>*Reflective of invoices paid as of 7/1/20; may include prior year enrollments</i>
Amteck	\$ 23,695.26	
Bethel University	\$ 7,000.00	
Dental Staff School	\$ 32,000.00	
Drive Train	\$ 8,000.00	
DSCC	\$ 22,294.25	
JSCC	\$ 6,374.90	
Murray State University	\$ 2,000.00	
North American Lineman Training C	\$ 12,000.00	
Road Runner	\$ 59,112.00	
TCAT Crump	\$ 211.48	
TCAT Jackson	\$ 902.89	
TCAT McKenzie	\$ 4,814.09	
TCAT Newbern	\$ 34,900.50	
TCAT Paris	\$ 3,978.15	
Union University	\$ 2,000.00	
University of Memphis	\$ 8,000.00	
UTM	\$ 28,039.74	
Middle TN State Univ.	\$ 1,031.85	
Missouri State-VESTA	\$ 1,410.00	
Grand Total	\$ 257,765.11	

Registered Electrical Apprenticeship Preparation Program (REAP)

	2019	2020	Total	Percentage
Enrolled	11	10	21	100%
Completed Classroom Training	8	5	13	62%
Exited	11	4	15	71%
Active	0	6	6	29%
Employed	11	9	20	95%
Employed with Amteck	4	4	8	38%
Unemployed	1	1	2	10%

Events / Marketing

High Schools: Lake County, Gibson County Work Readiness Specialist, Dyersburg High School, Westview High School, Camden High School, Greenfield Football Coach, Peabody High School, Milan Special School District- CTE, TCAT Jackson / Milan H.S., Dyer County High School Special Education, South Fulton High School CTE, Obion County Central CTE

Postsecondary: DSCC- Trenton, MiSTER program at UTM, TCAT Paris, DSCC students targeted for graduation

Other Agencies: Paris Landing State Park, Youth Villages, Lake County Probation Officer, Henry County Department of Children's Services, Ed South

BUSINESS SERVICE REPORT

REVISED 1/13/2020

On-the-Job Training - July 2020 - December 2020

Total Paid to Date: \$ 166,646.69

Company	Year-to-date Active 7-1-20	Completed Training	Did Not Complete	Percent Complete	Currently in Training	Paid Invoice
ABB	4	0	0	n/a	4	\$ -
Alliance Staffing	20	10	3	77%	7	\$ 20,849.00
Amteck, LLC	4	4	0	100%	0	\$ 8,473.60
Auston Mealer	3	1	0	100%	0	\$ 2,880.00
Birdsong Resort	1	0	0	n/a	1	\$ -
CableSouth Construction	7	5	1	83%	1	\$ 12,955.00
City of Dyersburg	3	0	1	0%	2	\$ -
Crown Winery	2	1	0	100%	1	\$ 1,760.00
Dana Sealing Products, LLC	11	7	0	100%	4	\$ 19,156.50
Develey Mustard and Condiment Corporation	14	10	2	83%	2	\$ 26,200.00
Ellis Mechanical	1	0	0	n/a	1	\$ -
Excel Boats	16	11	4	73%	1	\$ 35,032.20
Greenfield Products	1	0	0	n/a	1	\$ -
Henry County Medical Center	4	0	1	0%	3	\$ -
HLI Foam (Allied Memory)	2	1	1	50%	0	\$ 1,760.00
Maverick, Inc	2	2	0	100%	0	\$ 5,443.35
NSK Steering Systems	3	0	0	n/a	3	\$ -
PMI	5	0	0	n/a	5	\$ -
Twin Oaks Technology	1	1	0	100%	0	\$ 2,000.00
West Tennessee Healthcare Dyersburg Hospital	29	16	5	76%	8	\$ 30,137.04
Total	133	69	18	79%	46	\$ 166,646.69

Cost Per Participant CARES Act CBG OJT (up to 480 hours) \$ 2,871.12

Cost Per Participant formula funded (up to 320 hours) \$ 1,967.54

Paid: \$ 233,313.46

Incumbent Worker Training - July 1, 2020 - December 31, 2020

Contracts: \$ 246,359.63

Company	Proposed # To Train	Current # Trained	Percent Trained	Contract Paid	Contract Amount
AADG/Ceco Door	16	17	106%	\$ 25,000.00	\$ 25,000.00
Alliance Staffing	1	1	100%	\$ 600.00	\$ 600.00
Choctaw Transportation	19	13	68%	\$ 1,814.00	\$ 3,886.00
Colonial DPP	5	5	100%	\$ 18,500.00	\$ 18,500.00
Coltek Services, LLC	3	3	100%	\$ 22,080.00	\$ 22,080.00
Cox Oil	34	26	76%	\$ 1,337.09	\$ 1,610.95
Dana Sealing Products	3	3	100%	\$ 5,808.00	\$ 5,808.00
Develey Mustard	100	96	96%	\$ 9,377.42	\$ 9,377.42
Firestone Industrial	36	50	139%	\$ 17,798.65	\$ 21,813.57
First Citizen's Bank	55	61	111%	\$ 20,118.03	\$ 21,862.98
Ford Construction	73	68	93%	\$ 8,528.00	\$ 8,918.00
Henry County Medical Center	105	105	100%	\$ 14,934.56	\$ 15,077.73
Kohler	16	16	100%	\$ 25,000.00	\$ 25,000.00
MacLean Power Systems	2	2	100%	\$ 3,766.00	\$ 3,766.00
Maverick	6	6	100%	\$ 443.35	\$ 443.35
MTD	5	5	100%	\$ 9,350.00	\$ 9,350.00
Southern Chiropractic	5	5	100%	\$ 15,066.43	\$ 15,066.43
Tyson Union City	30	19	63%	\$ 20,047.93	\$ 24,455.20
Tyson-Humboldt	4	4	100%	\$ 7,744.00	\$ 7,744.00
Vaughn Electric	45	43	96%	\$ 6,000.00	\$ 6,000.00
Total	563	548	97%	\$ 233,313.46	\$ 246,359.63

Funding provided through the CARES Act CBG September 2020 - December 2020

Recruitment Events/Job Fairs/Hiring Events - July 1, 2020 - December 31, 2020

Company	When	Where	Comments
Allegion / Republic Door	7/2/2020	Carroll Co.	Hybrid Job Fair (in-person / online)
American Woodmark	7/2, 7/17, 7/24	Gibson Co.	12 employer job fair for affected employees
MacLean Power Systems	9/3/2020	Gibson Co.	Drive Thru Job Fair onsite
Dana Sealing Products	9/12/2020	Henry Co.	Job Fair held onsite
MacLean Power Systems	9/9/2019	Gibson Co.	Drive Thru Job Fair onsite
Frazier Industrial	9/30/2020	Dyer Co.	Drive Thru Job Fair onsite
Nortek Global	10/6/2020	Dyer Co.	Drive Thru Job Fair onsite
Dura Automotive	10/13/2020	Gibson Co.	7 employer job fair for affected employees
Dura Automotive	11/4/2020	Gibson Co.	4 employer job fair for affected employees
Perkins Restaurant	12/11/2020	Gibson Co.	Job Fair held onsite

Pending Events Scheduled - January 1, 2021 - March 31, 2021

Dana Sealing Products	1/9/2021	Henry Co.	Onsite Job Fair
Nursing Career Exploration Video	3/1/2020	Dyer Co. & Lake Co.	Development of a Nursing Career Exploration video with employer and high education provider panelists to share with Seniors at Dyer Co, Dyersburg, and Lake County High Schools.
Healthcare Employer Roundtable / planning	1/12/2020		Employers- Signature Healthcare, West TN Healthcare, Lake County Primary Care, Home Health representation. Educators - DSCC, UTM, and TCAT
Healthcare Higher Education Roundtable	1/26/2020	Dyer Co. & Lake Co.	Newbern / Ripley
Nortek Apprenticeship mtg	1/7/2021	Dyer Co.	Informational meeting to discuss several occupations

Pre-Apprenticeship/Apprenticeships July 1, 2020 - December 31, 2020

Company	When	Where
Amteck REAP 2020 (Dyer Co)	7/13 - 7/24/2020	Dyersburg Amteck - students participate in pre-apprenticeship class
West TN Residential Services (Benton Co)	8/4/2020	Informational meeting - interested in apprenticeship for Certified Foundation Installation Specialists
Amteck - 1st year Apprentices (Dyer Co)	8/27/2020	Dyersburg Amteck - 4 students from the pre-apprenticeship class are registered 1st year apprentices (OJT)
Twin Oaks Technology (Obion Co)	8/14/2020	Informational meeting - interested in apprenticeship for IT Technician / Lineman

CableSouth Construction (Gibson Co)	9/2/2020	Information meeting - interested in apprenticeship for Fiber Aerial Lineman
Eurotranciatra USA (Henry Co)	9/9/2020	Information meeting - interested in apprenticeship for skilled trades
White Squirrel Vineyard (Obion Co)	9/21/2020	Production Technician Apprenticeship registered in RAPIDS
Auston Mealer's Restaurant Equipment Repair (Dyer Co)	9/24/2020	Preparing VOS Provider Account for Apprentice On-boarding in Dec
Nortek (Dyer Co)	9/28/2020	Informational meeting - interested in apprenticeship for Commercial Brazier
Crown Winery (Gibson Co)	9/29/2020	Apprentice Signing Day - celebration of the first apprenticeship / apprentices in the Grape and Wine Industry in the state of TN
BAM2 (Weakley)	10/8/2020	Informational meeting - interested in Water / Wastewater Treatment Specialist apprenticeship
Alliance Staffing (Gibson Co.)	10/29/2020	Stakeholders (Gibson Co. Sheriff, Alliance Staffing, Orchard House, TN Office of Apprenticeship, Workforce Board) met to develop a Production Technician Apprenticeship application for justice involved individuals
Ellis Mechanical (Henry Co.)	11/2/2020	Informational meeting - interested in Plumbing Apprenticeship
Amteck (Dyer Co.)	12/7/2020	Amteck Electrical Apprenticeship Spring 2021 High School Showcase, Shock and Awe Day, pre-apprenticeship class - planning session
Auston Mealer's Restaurant Equipment Repair (Dyer Co)	12/9/2020 12/15/2020	Created an Apprenticeship Program in jobs4tn and enrolled 13 new apprentices in RAPIDS

Rapid Response

Company	Comments
American Woodmark (Gibson Co)	All Communications Meeting onsite 76 employees affected (3 sessions) - 7/1/2020
Dura Automotive (Gibson Co)	Management Informational Meeting onsite 43 employees affected
Dura Automotive (Gibson Co)	All Communications Meeting onsite 31 of 43 affected attended - 10/6/2020

Economic Development/Labor Market Information July 1, 2020 - December 31, 2020

EMSI reports produced for:	
	Benton County Government (1)
	Frazier Industrial (2)
	Gibson County Economic Development (7)
	Greenfield Products (2)
	MIA Seating (1)
	MVP Group (1)
	Obion County Joint Economic Development Board (1)
	PictSweet (1)

Presentations and Speaking Engagements - July 1, 2020 - December 31, 2020

Milan, TN	7/15/2020	GibCo Human Resources Meeting - Apprenticeship
Regional	7/23/2020	MSHN Health Services - Virtual Job Fair Training
Statewide	11/10/2020	Discover ApprenticeshipTN Conference - Jon Daugherty of Amteck presented and represented NW TN

Business Service Representatives continuously meet with individual employers and employer related organizations to share services
Business Service Representatives are providing job placement support for the youth and transitional work experience program

National Manufacturing Day Events - MFG Day October 2, 2020

Employer Roundtables held via Zoom 9/1/2020, 9/2/2020	ABB, Ceko Door, MacLean, Reinhausen, Ermco, Dot Foods, Excel Boats, MTD, Carhartt, Euro
Educator Roundtables held via Zoom 9/15/2020, 9/16/2020	Crockett Co High School, Gibson Co High School, South Gibson Co High School, Milan High School, Trenton Peabody High School, Humboldt High School, Bradford High School, Dyersburg High School, Dyer Co High School, Lake Co High School, Obion Co Central High School, Union City High School, Martin Westveiw High School, Greenfield School, Gleason High School, Benton Co Career and Technical Center, Big Sandy, Carroll Co Technical Center, Bruceton-Hollow Rock High School, Henry County High School
MFG Day Social Media Campaign	38 Manufacturing Corporately Produced Videos from local manufacturers shared on the American Job Centers of Northwest TN Facebook page in the weeks leading up to MFGDay20 to generate buzz and excitement around Manufacturing in NW TN
MFG Employer Panel Videos with Celebrity Host	Regional (3) MFG Day Panel Discussion Videos produced locally with NW TN Manufacturers participating - shared with all area High Schools and posted to social media - 3,383 students reached directly onsite or through virtual learning platforms.

Work Ready Communities Status - January 2021

County	Status		Board Recommendation	
			Traditional Goal	Optional Goal
Benton	Maintaining			
Carroll	Certified	4 of 5 points awarded	n/a	2 employers
Crockett	Maintaining			
Dyer	Maintaining			
Gibson	Certified	4 of 5 points awarded	n/a	6 employers
Henry	Maintaining			
Lake	Maintaining			
Obion	Certified	3 of 5 points awarded	35 emerging	6 employers
Weakley	Certified	3 of 5 points awarded	30 emerging	6 employers

Henry and Crockett advanced to maintaining status August 2020

Optional Goals for this Period:
Job / Curriculum Profiles
Improved Certificates
Employers moving from recognize to recommend
NCRC for College Credit
Estimator Goal

As a Work Ready Communities meets goals they move to maintaining their certification. Each period of certification provides a county the opportunity to document its continued workforce development efforts through ACT Work Ready Communities maintaining criteria.

Maintaining status goals are based on the same demographic data. The Current Status and county size categories are the same. Some of the required percentages are lowered and there are more goal options.

Current Status Categories	
Current workforce	Currently employed: Private or nonprofit Currently employed: local, state, or federal government
Transitioning workforce	Currently unemployed Adult education participant Current or recent active duty military Justice involved individuals
Emerging workforce	High school junior, senior, or recent graduate College student or recent graduate

County size (population)	Current workforce	Transitioning work- force	Emerging workforce	Employers supporting	NCRC cap	Employer cap
Small Up to 29,999	.25%	7.5%	25%	5%	700	70
Medium 30,000 - 99,999	.15%	6%	25%	5%	1,500	120
Large A 100,000 - 399,999	.05%	5%	15%	2.5%	2,300	225
Large B 400,000 - 649,999	.0357%	3.75%	10%	1.25%	3,000	300
Very Large 650,000 - 999,999	.025%	2.5%	5%	1%	3,700	375
Mega Over 1,000,000	.001%	1.25%	2.5%	.065%	4,200	425

Goal options	Goal	Points per goal met	Current Status
Emerging Current Transitioning	Per county size	1 Each	1 point must come from the Current Status categories (may earn up to 3 points) which are based on NCRCs earned
Goal option	Goal	Points per goal met	Employer Goals 1 point must be earned from Employer Goals (May earn up to 3 points)
New Employers Supporting	Per county size	1	Increase new employers supporting by meeting goal set per county size
Upgrade or increase employers supporting	30% of employers recognizing	1	Increase the total number of employers that have shown their support by recognizing the WorkKeys NCRC at the beginning of this Maintaining period to Recommending the WorkKeys NCRC
Job or curriculum profiles	Per county size	1	Small—1, Medium—2, Large A/B—3, Very Large—4 Mega—5
Estimator	Per county size	1	Small—3, Medium—6 , Large A/B—9, Very Large—12, Mega—15
Goal option	Goal	Points per goal met	Additional Goal Options May earn up to 3 points
NCRC for college credit	1	1	Community or technical college will provide college credit for the ACTNCRC, according to American Council on Education guidelines
Testimonial Case Study Podcast Interview	1	1	Provide a testimonial, case study, or participate in a Ready for Work Podcast
Add WorkKeys Curriculum	1	.5	Add ACT WorkKeys Curriculum to your current ACT WorkKeys offering and receive credit.
Provide a presentation	1	.5	Volunteer to provide an ACT Work Ready Community Best Practice presentation at an upcoming ACT event.
Host Regional WRC Boot Camp	1	2	Expand your existing Certified WRC to three or more jurisdictions in your region by hosting an abbreviated ACT Work Ready Communities Regional Academy
Improved certificates	30% of Bronze	1	Improve 30% of last years' bronze certificates to a higher level

PROPOSED KPI TARGETS- WEST TN

Adult and Dislocated Worker New Enrollments

Area	Baseline*	%	1,542 Goal
NW	\$ 1,296,565.26	15.3%	236
SW	\$ 1,192,916.67	14.1%	217
GM	\$ 5,990,555.02	70.6%	1,089
Total	\$ 8,480,036.95	100%	1,542

*PY20/FY21 Formula Funding Allocations for Adult and DW Programs

Youth New Enrollments

Area	Baseline*	%	584 Goal
NW	\$ 698,842.95	15%	89
SW	\$ 642,358.13	14%	82
GM	\$ 3,248,907.24	71%	413
Total	\$ 4,590,108.32	100%	584

*PY 20 Formula Funding Allocations for Youth Program

Wagner Peyser New Enrollments

Area	Baseline*	%	4,687 Goal
NW	833	21%	989
SW	534	14%	634
GM	2,580	65%	3,064
Total	3,947	100%	4,687

*PY20 Actual

RESEA Co-Enrollments

Area	Baseline*	%	84 Goal
NW	n/a	33.4%	28
SW	n/a	33.3%	28
GM	n/a	33.3%	28
Total	0	100%	84

*Goal split equally

SNAP E&T New Enrollments

Area	Baseline*	%	814 Goal
NW	107	15%	124
SW	217	31%	249
GM	384	54%	441
Total	708	100%	814

*PY20 Actual New Enrollments

TAA Co-Enrollments

Area	100.0% Goal
NW	100.0%
SW	100.0%
GM	100.0%
Total	100.0%

Jobs for Veterans State Grants New Enrollments

Area	Baseline*	%	73 Goal
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NW	1	17%	13
SW	18	23%	18
GM	28	60%	42
Total	47	100%	73

*PY20 Actual Enrollments (+1 for SW & -1 for GM to not decrease SW below baseline)

Re-Entry New Enrollments (all partners)

Area	Baseline*	%	570 Goal
NW	93	18%	104
SW	111	22%	124
GM	308	60%	342
Total	512	100%	570

includes 14 Weakley County Schools

includes 81 Henderson Co. Schools & 9 JSCC

includes 104 HopeWorks

* PY20 Re-Entry New Enrollments (Title I, AE, and WP)

SCSCEP (31 = state goal?)

Provider	Baseline*	%	Quarterly Goal
TNCSA	10	36%	2, 2, 3, 3
SW HRA	4	14%	1, 1, 1, 1
Meritan	14	50%	3, 4, 4, 3
Total	28	100%	28

*SCSEP Providers Proposed Goals (per Formstack)

Adult Education

Provider	Baseline*	%	Quarterly Goal
Weakley Co. Schools	364	11%	70,
Jackson State	292	9%	69,
Henderson Co. Schools	442	14%	96,
Hopeworks	1,948	60%	290,
TCAT Ripley	84	3%	16,
TCAT Covington	120	4%	40,
Total	3,250	100%	3,250

NW

NW & SW (need to agree on quarterly breakdown submitted)

SW & GM (need to agree on quarterly breakdown submitted)

GM

GM

GM

*Providers' contracted targets for PY 21

Integrated English Language & Civics Education

Area	Baseline*	%	328 Goal
NW			
SW			
GM	328	100%	1,
Total	328	100%	328

*Provider's contracted targets for PY 21

REVISED

West TN & NW Proposed Targets for KPIs

Program	2020 West TN Goal	2020 NW Target	2020 NW Actual (estimated)	2021 West TN Goal	2021 NW Proposed Target	2021 NW Negotiated Target	Q1	Q2	Q3	Q4	% of Regional 2021 Goal	Difference
Adult and Dislocated Worker New Enrollments	1,877	380	382	1,542	236	296	51	65	110	70	19%	60
Youth New Enrollments	857	107	54	584	89	78	17	26	21	14	13%	-11
Wagner Peyser New Enrollments	9,410	2,007	868	4,687	989	989	272	205	239	273	21%	0
RESEA Co-Enrollments	170	15	1	84	28	33	4	9	11	9	39%	5
SNAP E&T New Enrollments	570	103	112	814	124	124	36	25	30	33	15%	0
TAA Co-Enrollments	50.0%	50.0%	25.8%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	n/a	0.0%
Jobs for Veterans State Grants New Enrollments	100	25	1	73	13	19	4	5	5	5	26%	6
Re-Entry New Enrollments (all partners)	707	309	97	416	104	104	22	30	30	22	25%	0
SCSEP - TNSCA (Unsubsidized Employment)	n/a	n/a	6	31	10	10	2	2	3	3	32%	0
Adult Ed. - Jackson State Community College	n/a	265	524	3,250	292	278	50	70	90	68	16%	-14
Adult Ed. - Weakley County Schools	n/a	333	481		361	248	44	62	80	62		-113
Integrated English Language / Civics Ed. (Memphis only)	n/a	n/a	0	328	0	0	0	0	0	0	0%	0

West TN & NW Proposed Targets for KPIs

Program	2020 West TN Goal	2020 NW Target	2020 NW Actual	2021 West TN Goal	2021 NW Target	Q1	Q2	Q3	Q4	% of Regional 2021 Goal
Adult and Dislocated Worker New Enrollments	1,877	380	367	1,542	236	42	53	90	51	15%
Youth New Enrollments	857	107	61	584	89	17	26	29	17	15%
Wagner Peyser New Enrollments	9,410	2,007	866	4,687	989	247	247	248	247	21%
RESEA Co-Enrollments	170	15	2	84	28	3	8	9	8	33%
SNAP E&T New Enrollments	570	103	112	814	124	31	31	31	31	15%
TAA Co-Enrollments	50.0%	50.0%	25.8%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	n/a
Jobs for Veterans State Grants New Enrollments	100	25	1	73	13	3	3	3	4	18%
Re-Entry New Enrollments (all partners)	707	309	97	570	104	22	30	30	22	18%
SCSEP -TNSCA (Unsubsidized Employment)	n/a	n/a	n/a	31	10	2	2	3	3	32%
Adult Ed. - Jackson State Community College	n/a	265	467	3,250	292	69	57	83	83	20%
Adult Ed. - Weakley County Schools	n/a	333	481		361	69	68	112	112	
Integrated English Language / Civics Ed. (Memphis only)	n/a	n/a	n/a	328	0	0	0	0	0	0%

- (k) Assistance with books, fees, school supplies, and other necessary items for students enrolled in secondary or postsecondary education classes; and
- (l) Payments and fees for employment and training-related applications, tests, and certifications.

The allowable support services as described below will be made available in the following manners:

Referral and Coordination

The One-Stop Operator and Service Provider(s) shall ensure procedures are in place to coordinate support services through linkages to community services and through partner referral to avoid duplication and ensure Title I funds are last-dollar and are only used to provide supportive services when the services / funds are not available elsewhere.

Payments on Behalf of / to Participants

The following support services will be paid on behalf of the participant, directly to the service provider, unless otherwise noted. As noted below, in certain cases (e.g. Child or Dependent Care or Housing, Legal, and Medical Services) payments must be made directly to the participant as a reimbursement. If the participant has a support service need but cannot afford to make the payment to be reimbursed, the Career Service Provider may submit a request to the One-Stop Operator who will submit it for approval by the Northwest TN Workforce Board Executive Director for payments to be made directly to the participant as an advance. Participants must complete a written request and sign an agreement stating that the funds will only be used for the identified purpose and that receipts of purchases / services obtained must be provided by the participant and maintained by staff. The agreement must also acknowledge that failure to provide appropriate receipts / documentation will result in all funding being suspended for the participant until such documentation is provided. The agreement must be maintained by staff and the purpose of the payment and the approval must be documented in case notes. Duration, unless otherwise noted, is limited to approved terms of participation in programs with activities authorized in WIOA Section 134(c)(1)(A)(ii) or WIOA Section 134(c)(1)(A)(iii); or have exited and need post-program support services as follow-up (i.e. support services for occupational skill training would be limited to up to two years). Amounts are limited to actual cost, subject to a combined \$1,500 maximum, unless other limitations are set out in this policy. Documentation of support service costs, issued by the training provider and / or vendor, must be maintained in the participant's case file.

Supplies, Uniforms, Accommodations, and Testing

*****Payments for these supportive services should be made to the vendor, preferably, or to the participant as a reimbursement, unless otherwise approved.***

- assistance with uniforms or other appropriate work attire and work-related tools, including such items as eye glasses and protective eye gear needed to be successful in occupational skills training, on-the-job training, transitional jobs, pre-vocational services, or work experience activities;
- assistance with books, fees, school supplies, and other necessary items, such as drug screens and background checks, for students enrolled in secondary or postsecondary education classes, subject to the maximum ITA amount for required postsecondary books, fees, and supplies, and up to the \$1,500 combined maximum for other basic supplies that are not mandatory but may be necessary such as **laptops, tablets**, calculators, backpacks, printing / copying fees, and parking passes;
 - **Laptops, tablets, or other similar items identified as a needed tool/supply for a participant to successfully take part in WIOA activities, may be purchased one time at a cost of no more than \$400.**
- assistance with educational testing;
- payments and fees for employment and training-related applications, tests and certifications.