

**DRAFT MINUTES OF THE April 6, 2016, A BOARD MEETING**

The Smoky Mountains Area Workforce Board met on Wednesday, April 6, 2016, at 9:00 a.m. in the Foundation Room at Walters State Community College in Morristown, TN. Attendance was as follows:

**PRESENT**

Ms. Ann Bowen  
Mr. Andrew Duncan  
Ms. Elaine Ely  
Mr. Michael Fishman  
Ms. Sheri Frost  
Mr. Darrell Helton  
Mr. Jonathan Jones  
Ms. Susan Luker  
Dr. Wade McCamey  
Mr. Jerry Patton  
Mr. David Popiel  
Mr. Noah Roark

**REPRESENTED BY PROXY**

Ms. Darlene Ely (Ann Bowen)  
Mr. Chris Griffey (Jason Andrews)  
Ms. Carole Harwood (David Popiel)  
Mr. Rick Keck (Andrew Duncan)  
Mr. Jerry Sexton (Barbara Isaacs)

**ABSENT**

Mr. Will Bunch  
Ms. Traci Ellenberg  
Ms. Sheila Harris  
Ms. Daronda Patterson  
Ms. Amy Rader

Mayors: Mayor Bill Brittain, Hamblen County; Mayor David Crum, Greene County; and Mayor Crystal Ottinger, Cocke County.

Staff: Ms. Mary Beth Brady, Dr. Nancy Brown, Ms. Barbara Byard, Ms. Kellee Collins, Ms. Debbie Johnson, Ms. Krystal Johnston, Ms. Connie Lichlyter, Dr. B.J. Lowe, Ms. Mary Moffatt, Mr. Victor Oakley, Ms. Melissa Reynolds, Mr. Don Shadow, Ms. Donna Stansberry, Ms. Leslie Sutton, Ms. Terry Trivette, Mr. Bobby Williams, and Ms. Debra Williams.

Guests: Mr. Chris Edmonds, Mr. Randall Fish, Ms. Glenna Howington, Dr. Rosemary Jackson, Ms. Cheryl Lewis, and MS. Teresa Smith.

Mr. David Popiel, Chair, called the meeting to order at 9:00 a.m. Mr. Popiel welcomed board members and guests. Dr. Nancy Brown, Dean of Workforce Development, called the roll, and a quorum was declared.

Mr. Popiel directed the board members' attention to consent agenda items.

**BOARD CONSENT AGENDA ITEMS**

- A. Minutes of the January 27, 2016, WIOA Meeting

- B. Career Center Activity Report
- C. Incumbent Worker Training Report
- D. On-the-Job Training Report
- E. Rapid Response Report
- F. Re-Employment and Eligibility Assessment (RESEA) Report

Mr. Andy Duncan made a motion, seconded by Mr. Jerry Patton, to approve the consent agenda. The motion carried.

Ms. Barbara Byard reviewed the fiscal report and budget. She stated that the county mayors and the executive committee had approved the budget and expenditures. Adult and youth spending is on target, but the dislocated worker contract will likely leave unexpended funds remaining. She added that there will soon be a Supplemental Nutrition Assistance Program (SNAP) contract in place. Ms. Susan Luker made a motion, seconded by Ms. Ann Bowen, to approve the fiscal report. The motion carried.

#### OLD BUSINESS

None

#### NEW BUSINESS

Dr. Nancy Brown explained that, as of 7/1/2016, performance will be calculated by WIOA rules rather than WIA rules, and at the June 22<sup>nd</sup> WIB meeting, the Board will discuss this further. There will be no big change in actual performance now, but adult and dislocated workers have always been counted together but the number of adults seems to have jumped significantly. That is because the state is including all that we serve including incumbent workers. That population is showing up for the first time. Goals under WIO will be lower, but because of the way they were calculated, it may not make a significant difference how we perform on these goals.

Dr. Brown next discussed regional workforce analysis for areas 1-4 is underway and is now being funded by the state. Dr. Garrett Harper from the Research Division of the Nashville Chamber will be interviewing employers and others who have knowledge of workforce development during the next month. Results of this analysis will probably be ready by the June board meeting.

Ms. Donna Stansberry discussed career center programs and staffing. She said that the newest program was the SNAP program. Career center staff work with certain SNAP participants, known as Able-Bodied Adults Without Dependent Children (ABAWDS), who are referred to the career center and who are interested in training. Career Specialists have been assigned to

affiliate offices in Greeneville and Tazewell due to youth services including intake, eligibility and case management now being delivered in career centers.

On behalf of the Training and Workforce Development Committee, Ms. Sherri Frost reported that the committee reviewed an application for the Advanced Class A Commercial Driver's License (CDL) Externship program application from the Smokey Mountain Trucking Institute and found it to be unsuitable for the ETPL as presented, and recommended that the program should not be approved. Ms. Frost presented the recommendation in the form of a motion, seconded by Dr. Wade McCamey, to deny approval. The motion carried.

Dr. B.J. Lowe made a motion on behalf of the Youth Committee, to approve the WIOA Career First Stipend and Incentive Policy. The motion was seconded by Mr. Michael Fishman, and the motion passed. As an informational item, Dr. Lowe also shared the state's criterion of youth who "require additional assistance to enter or complete an educational program, or to secure and hold employment".

Dr. Brown offered details of the LWDB 2 Annual Report. She said that the Federal Regulations are expected in late June, and they will determine how the separate entities in WIOA, including the workforce board, career center operator, and career services, will work together. Mr. Noah Roark made a motion, seconded by Mr. Andy Duncan, to approve the report.

Attorney Mary Moffatt of the Morristown office of Wimberly Lawson Wright Daves and Jones, PLLC, offered training to the Board on recently proposed overtime changes to the Fair Labor Standards Act. In 2014, the President signed a Presidential Memorandum directing the Department to update the regulations defining which white collar workers are protected by the FLSA's minimum wage and overtime standards. The president felt that \$23,660 was too low for exemption from overtime pay. Ms. Moffatt advised employers to review the law prior to any audit and to have a written job description for employees affected by the changes.

#### GENERAL ANNOUNCEMENTS

Mr. Popiel announced the retirement of both WSCC President Dr. Wade McCamey and of the Dean of Workforce Development Dr. Nancy Brown. He offered his regrets wished them the best. He reminded members that the next WIB meeting is scheduled for June 22, 2016.

#### ADJOURNMENT

There being no further business, Ms. Sherri Frost made a motion, seconded by Mr. Jerry Patton, to adjourn the meeting at 10:15 a.m. The motion carried.