

# Greater Memphis

## Workforce Development Board

SHELBY · LAUDERDALE · TIPTON · FAYETTE

**Greater Memphis Workforce Development Board  
Board of Directors Meeting Agenda  
Wednesday, March 27, 2024, 10:00 a.m.  
Location: The Greater Memphis Chamber  
100 Peabody Place, Suite 1000  
Memphis, TN 38103**

### Virtual Zoom Meeting Option

Email [Workforce@MemphisChamber.com](mailto:Workforce@MemphisChamber.com) for meeting link and password

- I. Call to Order – Meka Egwuekwe
- II. Welcome & Roll Call – Latasha Harris
- III. Presentation of Minutes – Latasha Harris
- IV. Financial Report/Status – Fiscal Agent
- V. Business Services Report- Angela Massey
- VI. Performance Update – Amber Covington
- VII. New Business -Meka Egwuekwe
  - Executive Director Search
- VIII. Interim Executive Director Updates- Amber Covington
  - AJC Relocation
  - State Workforce Board Meeting Update
  - RFP Process
  - LWDB Training-April 12, 2024-9AM
  - Introduction of New Board Staff
- IX. Equus Presentation- Keva Wilson & Sara Dodeci
- X. Board Chair Comments- Meka Egwuekwe
- XI. Adjourn

# Greater Memphis Workforce Development Board

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## Greater Memphis Workforce Development Board

### General Board Meeting Minutes

Wednesday, March 27, 2024, 10:00 a.m.

Virtual or In-Person

Greater Memphis Chamber

100 Peabody Place, Ste. 1000

Memphis, TN 38103

I. **Call to Order** – Meka Egwuekwe

The meeting was called to order at 10:01 a.m.

II. **Welcome & Roll Call – Latasha Harris**

Board members present: Meka Egwuekwe, (Board Chair), Ben Adams (Vice Chair), Angela Massey, Antoinette Wiseman-Story, Briggette Green, Carlos Mendoza, Frank Olson, Ed Doyle, Heather Sacks, Jackara Jones, Jozelle Booker, Larry Robinson, Ron Wade, Tracy Robinson, Latasha Harris, Corey Hester.

Not Present: Carlos Manning, Gwendolyn Sutton, Kevin Bradshaw, Lonnie Jasper Coomes, Clovis Brown, David Dufour, James Cole, Nelson Keaton, Paul Shaffer

Quorum is established.

GMWDB staff: Amber Covington, Rachel Rogers, Ileanette Rosado-Wilson, Tina Richmond

Greater Memphis Chamber: Ted Ferris

Guests: Sarita Alston, AJC, Keva Duckett-Wilson and Sara Dodeci, Equus

III. **Presentation of Minutes** – Latasha Harris

Board Chair, Meka Egwuekwe, determined that due to discrepancies in the January 24, 2024 general board meeting minutes and the February 23, 2024 special call meeting minutes, approval of minutes will be postponed until the next general board meeting on May 29, 2024.

- IV. **Financial Report/Status – Fiscal Agent— Ted Ferris, Senior Vice President and CAO, Greater Memphis Chamber**

Ted Ferris delivered the Financial Report.  
Amber Covington provided additional comments.

**Motion made to approve the job description by Ben Adams.  
Seconded by Larry Robinson.  
All in favor. No one opposed.  
Motion carries.**

- V. **Business Services Report-** Angela Massey  
Angela Massey delivered the Business Services Report  
Amber Covington provided additional comments.

**Motion made to approve the business services report by Ben Adams.  
Seconded by Larry Robinson.  
All in favor. No one opposed.  
Motion carries.**

- VI. **Performance Update – Amber Covington:**  
Amber Covington delivered the Performance report.

- VII. **New Business -Meka Egwuekwe**  
Executive Director Search  
Amber Covington, Interim Executive Director, has recused herself from discussing the search process as she is expected to apply for the permanent position.

**Motion to approve the job description made by Jozelle Jones.  
Seconded by Meka Egwuekwe.  
All in favor. No one opposed.  
Motion carries.**

- VIII. **Interim Executive Director Updates-** Amber Covington

Amber Covington delivered the interim executive director report which included LWDB Training (April 12, 2024-9 AM), introduction of new board staff, State Workforce Board Meeting and AJC Relocation. A letter has been received from the state approving the move from the Angelus Center, located in Shelby County, to a new location at Crosstown Concourse. Finally, with regards to the RFP process, all service provider contracts will be extended through September 30th to allow time for a third-party vendor to evaluate and develop the RFP process.

- IX. **Equus Presentation**- Keva Wilson & Sara Dodeci:  
Delivered overview of services provided in Greater Memphis service area and financial update.
- X. **Board Chair Comments**- Meka Egwuekwe
- XI. Meeting adjourned at 11:36 a.m.