

Greater Memphis

Workforce Development Board

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Greater Memphis Workforce Development Board

Executive Committee Meeting Agenda

Wednesday, March 13, 2024, 9:00 a.m.

Virtual (Microsoft Teams)

- I. Call to Order – Meka Egwuekwe
- II. Welcome & Roll Call – Latasha Harris
- III. Financial Report/Status – Fiscal Agent
- IV. New Business -Meka Egwuekwe
 - AJC Relocation
 - Executive Director Search Update
- V. Interim Executive Director Updates- Amber Covington
 - Local/Regional Planning
 - RFP (A/DW, Youth and Business Services)
 - Workforce Board Member Survey
 - Board Staff New Hires
 - State Workforce Board Meeting (Friday, March 22, 2024)
 - GM Local Board Meeting (Wednesday March 27, 2024)
- VI. Board Chair Comments- Meka Egwuekwe
- VII. Adjourn

Greater Memphis Workforce Development Board

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**Greater Memphis Workforce Development Board
Executive Committee Meeting Minutes
Wednesday, March 12, 2024, 9:00 a.m.
Virtual or In-Person
Greater Memphis Chamber
100 Peabody Place, Ste. 1000
Memphis, TN 38103**

I. Meeting called to order at 9:00 a.m., Meka Egwuekwe, Board Chair

II. Welcome & Roll Call: Latasha Harris

Board members present: Meka Egwuekwe, Antoinette Wiseman-Story, Carlos Mendoza, Ted Ferris, Ben Adams, Angela Massey, Ron Wade, Latasha Harris.

Marlin Oliverson joined at 10:04.

Not present: Jackara Jones.

Greater Memphis Chamber staff: Amber Covington, Ted Townsend, Ted Ferris, Tina Richmond

III. Financial Report/Status—Fiscal Agent: Ted Ferris, Senior Vice President and CEO, Greater Memphis Chamber

- We tried to submit on Friday to get a pulldown to clear some bills and begin moving forward. Because there were other pending requests from the week before that were still denied, we weren't able to meet the deadline. They have to be submitted by noon on Friday to get paid in two weeks. So that pushed us back. Chandra had been working with Tina on Monday and Tuesday and they resubmitted. Ted F. will circle back with Tina to find out when we will be able to expedite those funds or if it's going to be two weeks from today.
- There is still no cash flowing besides what's coming out of the Chamber's account to keep the doors open and the utilities on at the AJC.
- Meka asked if Tina is working with Ivan (from State). Are we optimistic that they'll expedite this? Did they give any sort of indication that this is what they're trying to do?

Ted responded that there are so many policies and procedures in place that he does not know that they can. The feedback received from Ivan in an e-mail when he sent the budgets was "sent the transitional budgets and the interim period budget for final approval". Hopefully, that will help get some more money in. Ivan said at that point that they were reviewing them. The answer Ivan gives I that its

structure. Ted will meet with Tina and find out more. He hasn't heard of where they've gone outside of it and expedient payment.

Amber stated she found out a little bit more about the process when she spoke to Ivan yesterday. Tina has submitted the drawdown. Chandra and Ivan reviewed it. It is then submitted to FNA, which is their contracts department. That normally takes one or two days for review. There is then another department, Ivan called the "Big FNA" financial and accounting department, that has to review. This takes another one or two days. Often times it'll take five to seven business days before we actually see a payment hit our bank account. The hope is that they can expedite it, considering that they know the situation here in greater Memphis, but he stated that that's the normal process regarding receiving drawdown payments from the state.

Ted. F also provided additional follow-up. Ted T. had reached out to the Commissioner regarding our situation and requested a meeting and/or an update on transitional funds. He reminded everyone that she had agreed to start-up funds, not transitional funds. However, it would take start-up money to be able to keep these things going and it's not happened. That was the message that Ted T. was delivering to her but had not heard back. Ted was following back up to request an answer either way.

Ron Wade joined the meeting.

Ted proceeded with the report.

- The buckets of funding are Adult –(32%) \$2,334,701.20; Dislocated Worker (24%) \$1,737,853.34; Youth (44%) \$3,174,606.9: Total Budget: \$7,249,56.73
- The numbers shouldn't have changed because we haven't paid anything. Have not been able to pull down funds.
- Adult-- Year 1, expires: 6/30/25: Expended: \$276,516.21; Obligated: \$276,516.21; Unobligated: \$2,058,184.99. A lot of money to be obligated there.
- Dislocated Worker--Year , expires 6/30/25: Expended: \$144,661.73; Obligated: \$144,661.73; Unobligated: \$3,692.84. Looks like we've done a great job of obligating all the funds. There's only \$3600 that hasn't been obligated, so once we get money in we will get that dispersed and keep it flowing.
- Again, Dislocated Worker --Year 1, expires 6/30/25: Expended: \$116,788.11; Obligated: 116,788.1; Unobligated: \$1,472,710.16. Big bucket of money that we can obligate.

Amber added that we will see that there are a lot of Unobligated funds. However, within the next month or two we will see a lot of those dollars shift to Obligated and Expended because our service provider, Equus, has the majority of the funds coming through WIOA. They are starting to ramp up and offer full services. Amber is working with them to develop a ramp-up plan to start distributing ITA's, OJT's, supportive services, etc. We will see a rapid spend down before 6/30/2024. Amber will add more at the end of this report.

- Youth Program—Year 1, expires 6/30/25: Expended: \$213,881.09; Obligated; \$213,881.09; Unobligated: \$2,963,721.10. Similar situation as mentioned above.
- Summer Youth Employment Program (SYEP)—Expires 8/31/2024: Expended \$14,003.08; Obligated: \$14,003.08; Unobligated: \$204,681.30
- Senior Community Service Employment Program (SCSEP)—Expended: \$1847.74; Obligated \$1847.74; Unobligated: \$282,865.68. Shelby County wanted GMWDB to assume. Amber clarified that this program is on pause and waiting to hear back from the federal program officer. The state is awaiting additional information for GMWDB to have Catholic Charities

be the service provider for this program, award the contract and resume services. This is a WIOA-related grant, but Workforce Mi-South secured it outside of normal WIOA funds. Meritan was the provider, and we are looking to shift the program back to an actual service provider.

- Reemployment Services & Eligibility Assessment (RESEA)—Expires 9/30/2024: Expended: \$25,237.30; Obligated \$25,237.30; Unobligated \$88,163.70. Total \$113,401.00 grant.
- Apprenticeships: Expires 6/30/24: Expended: \$35,189.60; Obligated; \$35,189.60; Unobligated \$50,419.40 left to utilize.
- Communities In Schools (CIS): The breakdown of Salaries & Benefits (\$46,125); Operations (\$10,710) and Participants (\$13,527). There is no balance left.
- One-Stop-Operators: Ross and Equus. Showing there are no balances, but Amber indicated there are balances since they shifted to GMWDB on January 1, 2024. The funds that we are trying to draw down will be used to pay these providers.
- Since the last Executive Committee meeting, we have made some progress in getting people paid. We just have to work through the processes. Having Tina, Goergetta, and Lakeda on board will help smooth out the process. Once we get initial drawdowns and get caught up, this will be a well-oiled machine.

Amber added:

- Regarding the Apprenticeship program. According to the service provider's most recent invoice, \$35,000+ was expended and those dollars will be switched over to Obligated. The funds for Apprenticeships will run out before June 30. However, the State has allowed us to submit an amendment for an additional \$60,000+. All funds must be expended by 6/30. We anticipate expending all funds for this program.
- The Summer Youth Program will now be called the Tennessee Summer Youth Employment Program which will be a year-round program which we will receive additional dollars for. CIS currently has the summer youth funds and will be putting together a plan to expend dollars and be able to ramp up for year-round program. Equus will also receive summer employment funding. The State youth folks will be visiting tomorrow. Amber will discuss opportunities for distributing funds to other youth-serving organizations here in Greater Memphis to ensure we are making a true impact across the board.
- Adult, DISLOCATED WORKER and Youth: You saw one of those Youth and on one of those Dislocated Worker pages that we are almost fully expended. That was the smaller grant that was transitioned to the Chamber from Workforce Mid-South. Now we're starting to move into the larger Dislocated Worker grant to obligate those funds. All the funds that we have right now for adult dislocated working youth expire in June of 2025. We're currently in the Year 1 awards; All Year 2 awards were extended in the first half of this program year.
- We are looking very closely at those budgets now because we know that need to ensure that we're safeguarding 20% of that budget to move into the next program year because we won't receive our full allocation for the next year on awards until October. We're monitoring that closely because we know the service provider, Equus, will have a strong spend down of funds here very, very soon.

- To ensure all understand, Ted added: You'll get your funding ending on June 30th, but there's going to be a gap during July, August, and September, where there's no money being pulled down. The state is loading their budgets, they're loading its cash and getting its pull-downs. So that's where again you got to manage the cash flow from June 30th to let's just say October 1st when that first batch of money comes in. There's always a need for cash to be had to pay for these expenses. You have set aside the extra dollars to make sure you can get through. We are all learning this system.
- Amber added that from July through September, we'll receive 20% of the new allocation, which is a very, very small percentage. So that's another reason to make sure we're moving over another 20% from what we already have into the next program year. For Youth allocation, we will actually receive on April 1st, but we probably will not see the funds until April 15th. That money comes a little earlier than the adult dislocated worker funds. Based upon the funding announcement that came out about a week or so ago, Greater Memphis is projected to receive an increase of 3-4 % WIOA funding for the next program year over the funds we have received in the past year or two. We are going to see an increase in funds coming to our region.
- Ron Wade shared that this is a vote of confidence from the State. It demonstrates the fact that we are turning the page and they want to help in every way that that we can. That's really encouraging. Meka agrees that that's a great vote of confidence on the part of the state to plan for us to have an increase for the next program year.
- Meka had some questions about items on the financial report. Regarding the Senior Community Service Employment Program. Do we need an RFP for Catholic Charities to be the new service provider? Amber stated that we do not because it's outside of our normal ADW and Youth funds.
- MEKA requested that the slides that show zero balances be updated and corrected and available so that the report may be by next board meeting, especially prior to presenting to the state. And, to be clear, concerning EQUUS, does this mean that they've resumed services or that we are anticipating a boom as soon as they're resuming services? Amber will have another conversation with them tomorrow. They keep trying to say that they need to be paid for all of our expenses that we're owed but they have received the majority of the funds now. They can resume services because they received the \$250,000 in the insurance payment regarding the cyber breach. They also received most of the funds they were September through December with the exception of \$106,000. \$106,000 was transferred to the Chamber instead-but should have stayed with Workforce Mid-South. Tina is already working on that drawdown. What they're missing now is roughly \$333,000 from the cyber breach. Shelby County Government already has that in motion, through their financial and risk assessment departments, to get that paid by the end of this month. Amber will have another conversation with them tomorrow and because as has been discussed, we just need to go ahead and start doing a small ramp-up That could be a few providers that we go ahead and start with that are already on the waitlist. Then we continue to ramp that up every week which will also serve as a good training point for their staff. For some months now, a lot of the staff has not been engaged in that particular portion of the process. The hope is that we will start with full-

service delivery again by next week and I did let them know. Based on their contract, it doesn't look like we have to decrease any of their funds. They may actually get an increase due to the increased Apprenticeship funds that are coming and the consolidated business grant funds that are coming from the State for incumbent worker training and on-the-job- training.

- Ron Wade asked a question. At the last time State Board meeting everything was escalated, one of the reasons for the escalation was the dollar value of that breach. It seemed like was over \$500,000, which meant that it was escalated to the federal group. Shelby County was also adding part of that or trying to recover that large amount. Do you know what's happening? Is that recoverable? I know there were so many agencies involved trying to determine who did it. Do you know anything about that, other than it's just going to be a loss of over \$500,000 from the fraud part? Amber's understanding is that it's still under investigation. The FBI and other agencies are involved in trying to figure out where the funding went. \$250,000 has been covered by the insurance. There's another \$87,000 that's frozen in an account but the FBI has not released yet. They have let Shelby County government know once the investigation is over. They'll be able to release that \$87,000 back to the county government. As far as the rest of those funds, (that's \$333,000 minus \$87,000) at this point that is still under investigation. Amber is really not Privy to how that investigation is going and recovering those funds.
- Meka asked for a motion to accept the financial report with the stated changes to include balances with the service providers.

Motion to approve made by Ben Adams, Seconded by Ron Wade.

This has been moved and properly seconded that we accept this motion.

All in favor. No objections. Motion carries

Meka thanks Amber and Ted for continuing to make the reports clearer and increasingly understandable.

- Item omitted from the agenda was the approval of the last Executive Committee meeting minutes. The minutes are included in the materials.

Angela Massy made a motion to accept minutes,

Seconded by Ben Adams to accept the minutes.

All in favor, No objection. Motion carries

- Meka suggested that in the future matters that are voted upon be highlighted such that it is clear in the minutes to see the decisions what are made. Including, what the motion was. who made it, who seconded it, and that it carried.

IV. NEW BUSINESS: Two items to discuss, The AJC relocation and the Executive Director Search update.

Meka: Before proceeding, for the sake of the integrity of the process, Amber will be asked to leave the call since she will be a candidate (Hosting privileges of this Teams meeting will be temporarily transferred to someone else). When that part of the discussion is done, Meka will text Amber to rejoin the Teams meeting). Ted and Tina will remain on the call on behalf of the Chamber.

- AJC relocation: At last meeting, it was voted on and approved authorizing the process to continue concerning the Crosstown location. The minutes reflect that we were going to visit Crosstown.

Amber shared updates:

- We've toured Crosstown twice. The initial visit was on February 14th and then again later in February. The first time we toured the space, we looked at a 17,000+ square foot space that was going to require tenant improvements and those tenant improvements would require building 3 separate classroom/workshop spaces as well as tenant improvements in the front area to carve out a waiting area and a resource room. Based upon the conversation with the broker and the agent, tenant improvement costs right now are \$110 to \$150.00 per square foot, which would be quite expensive for our purposes
- While there the second time (Ron attended part of the meeting, Jackara was also present) the brokers showed us another space that's on the same floor that Methodist leases. It's completely move-ready. We wouldn't have to do any build-out. It's also larger, 27,000+ plus square feet. Everything is there and from an IT perspective. Our IT manager said it's plug and play with all we IT needed that particular space.
- Ideally, we would want to secure the larger space. It's fully furnished. The price per square foot is still \$18.00 per square foot, and Methodist is willing to negotiate that rate even down a little further. What we know right now as far as that commercial market rate is \$23.00+ square foot. Jackara Jones is working on trying to get the Commissioner to come down and visit and tour as well. When we get that scheduled, all are invited to come out too. Would like for the Commissioner to see the space and envision how we can grow in the space.
- With this larger space, we would also look at housing the board staff as long as there is some type of partition or what they call a firewall. The idea is to be able to be more cost-effective. Although we are housed at the Chamber the board staff continues to grow, and we're going to run out of space. This will require us to have to do another build-out, which may be on the other side of the 10th floor or downstairs in Peabody Place. As we've talked about before, tenant improvement is quite expensive and we want to utilize taxpayer dollars in the best way possible.
- We could bring in more partners into the AJC. In the past, there have been partners that have expressed an interest in being housed in the Angelus location, but there's no space for additional partners to pay into the MOUIFA. This space gives us that opportunity and creates an additional center with more one-stop partners and workforce resources. Waiting to see if we can get the Commissioner to tour the facility, We were hoping it would be this week, but not sure.
- Everything has been submitted to the state for approval, such as our Intent to Relocate and also the checklist required. We're waiting to hear back from the State team for us to continue to move forward. The State has expressed that we need to get out of that Angelus location.

Response:

- Meca thanks anyone who's spending time on the tours. There is no debate about whether or not to move from Angelus. There is universal agreement but wanted to know the terms of this arrangement at Crosstown? Is it a year? Is it longer?
 - Amber, stated it is roughly 33 months. Which would be the term based on the projection. It'd be almost a three-year time period, The broker also mentioned that if we have an interest in going beyond that, we may want to start negotiating those terms to ensure to lock in the lower rate because the rate is going to continue to climb. In this case, the actual lease after the 33 months would be with Crosstown and not a sublease with Methodist. Methodist has looked into locking into that space until 2027. They can't go anywhere but they don't have anyone there. They're losing money every month.
 - Ron added that the Crosstown space is so attractive and critical to increasing traffic flow that it's just really as important to consider a long-term perspective there. Lost audio, but the gist of his point here is that the location is ideal and that even though we are moving in temporarily, we ought to be looking at something longer-term to have a permanent second ACJ location in addition to what we planned for Jackson.
 - Mecca agrees that this is the right way to go. We've suffered by not having more than one AJC location in Shelby County since it is the largest county in the state and the county where most services are being provided. Having just one AJC in Shelby County is a mistake. While we take the first step in the emergency relocation of the AJC to Crosstown, we think long-term and look at what it would look like to be there longer. Continue conversations with Crosstown to see how successful we are in securing at \$18 per square foot.
 - Speaking of the \$18.00 per square foot, you know, just doing the math on that, you know for 17,000 square feet was the first space we talked about, that's appx. \$300k; the 27,000 square feet would be closer to \$480K, annually. right? In the short term, it would still be our only location until Jackson's opens (at least for the next year or so) Can we presume that it's within the budget that's allowed for cost for facilities?
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- Amber had a conversation with Ivan and Tina and that's one of the reasons for the idea of moving the board staff into this location. Historically admin space has been roughly \$16k -\$17 per month. It makes sense for us to combine those costs into one space that's conducive for everyone. Still doing this in a manner that's quite cost-effective then and well within what the budget will allow.
 - This is just an update concerning the AJC relocation. No need to vote because Amber is authorized to continue the conversations and negotiations for the space. Once we get down to the actual lease agreement the board will have to approve.
 - Carlos asked if we could propose \$15 a square foot to Methodist? Doing a quick calculation to see if we could get to the 24,000 square feet for that price at about \$15.00. Ted suggested that we go lower and let's negotiate. It's a competitive market, right? Keep negotiating for the best possible deal.

- Executive Director Search:

Meka asked Amber to drop off the call during the executive director search conversation.

- Ben Adams has been chairing the search committee (appointed by Meka). Ben and Meka have also talked about some augmentations to the board that may already be in the slide deck.
- The committee is comprised of Ben Adams, Jakara Jones with the State of Tennessee, Tracy Robinson with U of M, Robin Seeley with Tipton County government, Sarah Lockridge Steckel with the Collective Blueprint, Bruce Flint, Meka Egwuekwe, and Ben Adams. They have met a couple of times. Ben will talk a little bit about the process and about the job posting. Mecca is going to talk about maybe increasing the board.
- The committee has had 2 meetings to develop the job description and it was sent out yesterday. You've got the full job description. That's very important because it's required under the WIOA rules that our full board approve the job description before we post. Now we're looking for preliminary comments in the intervening week and then we want to bring back a final proposal to this board to the full board on March 27th. We would post the job description at the Jobs4TN site and one or two other places as determined by a group. It will remain open until April 19th. If we get it out on March 29th, that will be 3 full weeks of posting. We will begin candidate screening after two weeks and close it after three weeks unless we don't have any applicants. We know we're going to have one but have no idea whether we're going to have two or 20. We have a consultant, who is an expert on WIOA. She now works at the University of Memphis, and she is guiding us through this process.
- The job will be posted with a 3-week deadline. Then we would start first a series of online meetings to narrow the group down to two; have in-person meetings in mid-May with the goal of bringing to our full board at the May 29th meeting; and make a recommendation for the full board to vote on the selection. That's the timetable that we're under. If things get if we get so many applicants that it's just unwieldy, we would probably call a special meeting for late June to finish this process so that we have a new permanent Executive Director by the July 1 program year
- We sent out a draft for your comments. If you want more time in the next week, please share any comments or questions with me and I'll pass them on to the group. Our group will meet again before we get back to the full boards in a month. Jackara Jones is on our executive committee. She's very fluent in all of this and if I don't have answers about the job description, qualifications, etc. she certainly can help answer. Any questions or comments at this point about what we sent out yesterday?
- Meka stated he did not receive the job description. Antionette stated she had not either. It was included in the slide package-- pages 31 and 32--The last two pages. For those who have not reviewed, please provide feedback by next week.
- You have one thing in brackets which is the salary range. We've got a little more research to do to plug in the salary range. The current salary is \$130,000.
- The structure of the committee: 4 females and one male; no one from the business community except Ben Adams but as a law firm, he does not hire people in this arena. The whole idea behind WIOA, as it was restructured in 2014, is to have a lot more business

representation and engagement. Some people have commented about the lack of balance in the group. Mecca and Ben have discussed this point and came up with three recommendations.

- Meka and Ben talked about adding three individuals. Meka has since spoken with each to see whether or not they would be willing to accept the invitation to serve. All three individuals have said yes. Those 3 individuals: Carlos Mendoza, obviously in the business community at Baptist Memorial Hospital; Carlos Manning, a board member who works for the Smucker Company and, Cleo Griffin, VP for Workforce Development with the YMCA. He's not so much in business in the traditional sense but invested and interested in what we're doing with respect to workforce. Meka recommends that we vote to accept these three individuals to join the search committee and make it a more comprehensive committee. This will be 8 individuals on the committee, and some might be concerned about having an odd number versus an even number for tiebreakers. However, when it comes to making a choice as significant as this, it needs to be made by consensus. If things were to break down to where it's a one-vote matter, we would still be in good shape in that regard. A committee of eight members is acceptable and we probably don't want to get much bigger than that. When it comes to convening everyone to meet, 8 is quite a sizable number as it is. With that, are there any thoughts, questions or concerns?
- Ben added that Carlos Mendoza is in the healthcare space and that's a critical area of shortage. He's also in Tipton County, so that adds some more balance to our effort. We tend to neglect the outlying areas and that's important. Carlos Manning is the general manager of a manufacturing plant. That adds a different industry experience and expertise that is helpful. Finally, Cleo Griffin is in workforce development, which is also positive. Motion to approve:

Antonette made the motion to approve. Ron seconded.

There has been a motion and a second for these three additions to the Executive Director search committee. All in favor. No one opposed. Motion carries.

Amber is invited via text to rejoin the meeting and will provide an Executive Director update.

- Interim Executive Director Updates—Amber Covington
 - The local and regional plans were released for public comment this past Friday. All of the board should have received both plans in your inboxes on Friday of last week.
 - Amber hosted a virtual public listening session. Approximately 11 or 12 people attended the listening session, which actually is amazing because it's been said that in the past people normally don't attend these sessions. We had the opportunity to go through some of the high points of the plan and explain what our focus will be for the next 4 years as far as strategy, with modification of the plan every two years.
 - Amber will host an in-person listening session on Monday, March 18, 2024, 5:00-6:30 PM. The location was confirmed late yesterday afternoon. It will be at Southwest Tennessee Community College in Whitehaven. The hope is to get the invite out to you all later today if anyone wants to

attend, but it's going to go out to the public as well, so they'll be aware that we will be there at Southwest.

- The plan itself will be posted until the end of this month, which is March 29th. We're allowed to post for at least 15 business days and at that point there would be 16 business days. The only reason we're not posting it for 30 days is because we have to ensure that we receive all signatures on the plan and submit the final plan back to the state on April 8th. We also have to ensure that we post any public comments that we may have received about the plan in the appendix. That is an update on regional and local planning.
- Request for Proposal (RFP)
 - We have had a lot of conversations about the RFP process for Adult, Dislocated Worker and Youth, and what we need to do going forward. All the contracts for the providers started on January 1st, 2021. Normally those contracts are for three years but the State wanted all of them to be back up for bid this spring, with the hopes of the July 1 start date.
 - Amber spoke with the State about that because we've been going through this transition and we're still trying to build our staff. We've been working on local planning and so many other projects all at the same time. We're looking at actually extending all of the service provider contracts through September 30th of this year instead of ending on June 30th. This gives us time to do a very thorough, comprehensive RFP process to ensure that we are putting the proper pieces in place regarding what we're seeking in our service providers. However, the catch to that is there are a couple of approvals that we would have to receive for us to continue to move forward. The State is fine with it, but the fiscal agent status for the Chamber would have to be extended through at least September 30th so that we don't have to keep renewing contracts. If we extend their contracts through September 30th, we only just have to do an amendment and get approval again from the Greater Memphis Chamber board to be able to seek that fiscal agent status through September 30. Right now, it's an instrument status. If that happens, we will also have to seek approval from our CLEO, Mayor Harris, with a new designation letter to show the extension of the Chamber as fiscal agent. Once we get those pieces in place, we can provide you all with an update, We just want to make sure that we are getting this right going forward because of everything that has happened in the region. Also, trying to get some stability as far as the service providers to get all the services back on track. When we don't want to happen is we get back on track and then there's another major shift that causes more chaos within our ecosystem.
 - Carlos had a question, mostly directed to Ted F. Does he have any input on extending the fiscal intermarries or does he have any comments? Ted replied that this is not unexpected as we've talked internally and with our attorneys. With this financial situation and all the issues that are going on and how it's impacting the Chamber, he doesn't know what the wherewithal for our board will be as far as doing that. He knows that we obviously want this to succeed and go forward so they will never jeopardize the success of the board. There is a concern, as mentioned at the beginning of the meeting. We had asked for startup funds, not transitional funds. We've not received those and it's impacting our cash flow. In talking to our attorney, it's like "If it's not us, then who" so we're not going to drop the ball.

- Meka appreciates the question because most of us are aware of just how much of a strain this is on the cash flow of the Chamber and of not getting the funds that it needs. I wouldn't blame the Chamber for not wanting to continue in this way because it's frustrating not to get cash when you need it, but certainly appreciate the spirit of the Chamber and look toward a greater outcome for everyone. Hopefully, things will begin rolling and the Chamber's fiscal position won't be put at any sort of risk and certainly by that point things will be smooth enough such that we can make this stable transition and handle these RFP's with the new contract/calendar. We appreciate the Chamber for stepping up in the way that it has and taken on the inherent risk in this process. This is all for the greater good of the community and the constituents that we serve.
- Marlin asked if there's anything that the county or the CLEO can do to assist in obtaining the funds that you need and in lieu of using the Chamber's resources. Ted F. stated he did not know that answer. He does not know what the county can do as far as reaching out to the State. Ted F. suggests talking with Ted Townsend as he has emailed the Commissioner. He had requested action as of last Monday. He has not received a response as of 8:30 this morning. However, it would be very much appreciated if someone could speak to the state and CLEO to elevate that we are we're in a pickle. Ted F. is working through things as far as credit limit, credit lines, and the like, but again, The Chamber is assuming the interest, etc. if we have to dip into it. At this point, it's not a win-win but we will be for the community. The Chamber won't drop the ball, but it is a strain. Marlin will reach out to the Cleo and state contacts as well.
- Meka stated it had never even occurred to him about the county possibly being of help in this way. Is it a concept that the county for there to perhaps be a loan, maybe an interest-free loan even to help The Chamber? Is that even a possibility with the county? Marlin has agreed will look into that, but it's possible because the CLEO is Mayor Harris and it all falls on him if anything goes wrong. We definitely don't want this to fail and we don't want the Chamber to exhaust its resources and have the board to become upset We do have an interest.
- Ted F. stated that he's been told (and Tina may know) that there was a large amount of money still sitting in the Workforce Mid-South Bank accounts. Where is that money going to go once Workforce Mid-South goes away? Is that going to come to the Chamber? Go back to the state? What do we know about those funds? Tina responded that any funds left in the bank account would only be unrestricted funds. They will probably go to the county. She was thinking that they'll take it and pay you in proper payment but, not sure what they'll do. She has no idea what the amount is, but it should be a very small amount. It shouldn't be a substantial amount of money.
- Amber added that she thinks (and Marlin, correct if wrong) some of those funds may have to go to Equus for GROWWTH payments because the University of Memphis was sending some of the GROWWTH money to that account as well. Marlin stated that Workforce Mid-South received a \$250,000 insurance reimbursement payment for the fraud that occurred because it was a covered incident. In our discussions with the state, they wanted that money to go to Equus. The county is going to have to make up the remaining amount which

is to the tune of \$500,000. So, we're already dipping into the county resources and we're treating that as a risk management issue.

- Meka was surprised that it would still be \$500K. The cyber incident was in the \$583k to \$587K range and that \$250K was covered by the insurance already. She recognized she may be wrong. Marlin offered to get the exact dollar amount because they just routed the item for payment to finance. She was subtracting \$250K (from a \$750K figure she may have heard) of the insurance payment and then whatever's left over the county is on the hook for. Amber's understanding is that it was \$583K so the \$250K should have come out of that \$583k. That is roughly \$330K the county would pay Equus and then also \$87,000 that's frozen in account by the FBI. Maralin has spoken to that FBI agent and was told that what they is that for everyone who is a victim of this particular fraud (which in this case is multiple people) all excess money is held in one account. They then submit a request for reimbursement and it's reimbursed on a pro-rata basis based on the number of victims. Therefore, we'll probably see that, if ever see that money, in about 5 years. They have not even completed their investigation. So, unfortunately, we may have lost that money. Finally, according to Amber's calculations, roughly \$333K is what would be paid back to Equus.
- Marlin stated that just highlights the role that the county and the CLEO must play in this. That's what she is going to look into so that these resources are not taken from the Chamber. Meka hopes that there is an option to provide some relief to the Chamber to avoid putting the Chamber in a critical situation.
- Workforce Board Member Survey
 - A survey was sent out a while back. Most everyone on this call has completed it, but if not, please complete it as soon as possible. Also, if we don't have your headshot please send that to Amber ASAP. Kevin Henderson, IT manager (for WIOA services) is working on website updates. We want to ensure that we highlight our Executive Committee on the website. Again, we will resend the survey (we have probably about half of the board responses back) but this is an opportunity for the community to really get to know who our workforce board is.
- Board Staff New Hires
 - On March 25th, we are bringing in two new board staff hires; Rachel Rogers, Manager of Performance and Compliance. Excited to bring Rachel on staff. She actually works with the State of Tennessee. She has worked in program integrity for several years, and has been part of the AJC Network and other capacities for years as well. We're very excited about the experience that she's going to bring to our team.
 - We also welcome, Ileanette Rosado- Wilson. Special Projects Coordinator. Excited about her being able to help with some of the strategic initiatives that are in our local plan. She'll also be a familiar face at all of our board meetings and helping to record our board meeting minutes and compiling materials, etc. She is bilingual and this will give us a chance to really engage more with our Hispanic and Latino communities. She is part of a couple of multicultural councils here in the Greater Memphis area.

- As Ted mentioned earlier, we've had Lakeda Williams and Georgetta Forest join us recently on the fiscal side. They will really be able to help us get things moving on that side of the house. We're so grateful for Tina. Tina is doing an amazing job in her role as Director of Finance to ensure that we are getting on track as a fiscal team under WIOA.
- We also hope to have someone joining our team very soon to support Kevin, our IT manager. This staff person will help from a help desk capacity for the AJC's. We are growing in great ways to fill some of those gaps that we're seeing right now.
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- State Workforce Board Meeting
 - This meeting will be held on March 22nd, which is next Friday, 10:00 AM in Nashville. Amber will begin working the latter part of this week on a PowerPoint presentation. They're looking for Greater Memphis to talk about our progress and where we are as far as this transition. If there are any ideas that you think we should present in regard to greater Memphis, please share that information to Amber.
 - That's another reason for the headshots; to show the State that we have an Executive Committee and we have a compliant board now. I know those were some of the challenges previously.
- GM Local Board Meeting
 - On Wednesday, March 27, 2024, at 10:00 AM is our full Greater Memphis Board Meeting. That meeting will be held in person and virtual.

VI. Bord Chair Comments—Meka Egwuekwe

- Meka intends to be present in Nashville for the State Workforce Board meeting with Amber and will be working together on that presentation. He'll be there to support in whatever we think makes the most sense. He wants to show the board's support tangibly, that the board is taking this, not only seriously, but seeing it as an opportunity to take this to the next level and for even better outcomes for constituents. If any others are interested in attending the State Board meeting all are welcome. Obviously, Ron will be there since he is on the State Board.
- As Board Chair Meka wants to assure all of those present that the GMWDB is putting our best foot forward during this transition and is enthusiastic to give what we expect to be a positive update.
- Looking forward to our own board meeting on the 27th, where we will update the greater board on how that State Board meeting went as well as the AJC location and other matters that we've talked discussed today.
- Angela will be in Nashville at the same time next week for another meeting and would love to attend to support.
- Additional comments:
 - For transparency purposes, Ted F. was informed that Ripley Electric was turned off. It was because they didn't have the money to pay. The Chamber will get it turned back on today by utilizing a credit card.

- Meka stated that this highlights and illustrates the urgency of the moment. We definitely need all the help we can get, especially from the State in terms of allowing us to make those drawdowns such that the Chamber is not in this position where you have to use credit cards to pay light bills or worse.

VII. Meeting adjourned at 10:27 a.m.