

Greater Memphis Workforce Development Board

SHELBY · LAUDERDALE · TIPTON · FAYETTE

Greater Memphis Workforce Development Board

Executive Committee Meeting Agenda

Wednesday, April 10, 2024, 9:00 a.m.

Virtual (Microsoft Teams)

- 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 Committee Report – Angela Massey
- VI. New Business -Meka Egwuekwe
 - Board Appointments
 - Executive Director Search Update
- VII. Interim Executive Director Updates- Amber Covington
 - AJC Relocation Update
 - RFP Status
 - Performance Update
 - LWDB Training (Friday, April 12, 2024)
 - State Workforce Board Meeting (Friday, May 17, 2024)
 - GM Local Board Meeting (Wednesday March 29, 2024)
- VIII. Board Chair Comments- Meka Egwuekwe
- IX. Adjourn

Greater Memphis Workforce Development Board

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Executive Committee Meeting Minutes

Wednesday, April 10, 2024, 9:00 a.m.

Virtual (Microsoft Teams)

- I. The meeting was called to order at 9:01 by the Chair, Meka Egwuekwe.
- II. Welcome & Roll Call – Latasha Harris

Latasha was unable to attend. Meka conducted the roll call.

In attendance: Antionette Story, Ron Wade, Carlos Mendoza, Jakara Jones, Ben Adams, Angela Massey, Meka Egwuekwe. Quorum established.

Board Staff: Amber Covington, Rachel Rogers, Ileanette Rosado-Wilson, Ted Ferris, Tina Richmond, Sondra Howell, Chris Stewart

- III. Presentation of Minutes – Meka

Correction to the minutes of March's minutes made to reflect that Jackara Jones was present, and Marlinee Allen Iverson represents the mayor's office. She's not a part of the executive committee.

Motion to Approve (with corrections stated) made by Ben Adams.

Seconded by Ron Wade.

All in favor; no objections.

Motion carries.

- IV. Financial Report/Status –

Fiscal Agent: Ted Ferris, Senior Vice President and CAO, of Greater Memphis delivered the financial report through April 2024.

Additional Updates: Amber Covington

- A proposal will be submitted to the state for the Tennessee Youth Employment Program (TYEP), formally the Summer Youth Program to serve 400 youth. The program is transitioning to a year-round initiative, serving youth ages 14-24. These are non-WIOA funds aimed at training youth for the workforce, supported by the state and governor. For this program, funds will be distributed to nonprofits that will serve as the employer of record, establish relationships with businesses across the four counties to secure placement, negotiate agreements and pay the youth for the work experience.

- An increase from the state is expected of approximately 3-4% for all three major areas (Adult, Dislocated Worker, and Youth).

Motion made to approve the April 2024 Financial Report made Antionette Story.

Seconded by Ben Adams

All in favor. No objections

Motion carries.

V. Business Services Committee Report –

Angela Massey delivered the Business Services Committee report for April 2024. A discrepancy in the report was noted that may just be an error in Excel. Angela Massey will work with Keeva Duckett-Wilson, Equus, to correct the submission and resubmit.

Motion to approve the April 2024 Business Services Report made by Ben Adams.

Seconded by Antionette Story.

All in favor; no objections.

Motion to approve Business Services report carries.

VI. New Business -Meka Egwuekwe:

- Board Appointments:
Sarah Lockridge-Steckle, CEO of the Collective Blueprint, nominated by Meka Egwuekwe and Jessica Cannon-Macklin, representative for Lauderdale County. She is the Director of the UT Martin Ripley campus and brings rural experience and additional post-secondary experience to the board.
Note: This board does not vote on approving or replacing board members. Board members may make nominations by that is a decision made by the County Mayor, Lee Harris. It is anticipated that the mayor may appoint additional board members. There are ratio requirements for different sectors such as county represented, 50% business or more and 20% or more labor representatives. There is no limit to the number of members as long as there is balance in sector representation. The desire is to not exceed 31-33 board members.
- Executive Director Search Update:
Amber recused herself from the discussion as she is expected to apply for the position. Ben C. Adams, Executive Search Committee Chair, provided an update on the development of the job description and recruitment process. The selection committee will meet to discuss applications and follow the established rules. Further discussion revolved around the inherent complexities and pressures of the job, and improved support and retention strategies for the new Executive Director by the board as well as the importance of transparency and communication amongst the board. The goal is that there is a recommendation presented at the full board meeting in May.

VII. Interim Executive Director Updates- Amber Covington

- AJC Relocation Update:
Currently in negotiations with Methodist to secure the space for \$15 per square foot. Ted is assisting with the negotiations. Sarita Alston, One-Stop operator, has formed a relocation committee to determine items that need to be moved, IT requirements, mover company quotes, etc.

- RFP Status:
After conducting a good faith effort, the Thomas P. Miller firm, a nationwide provider for these RFP WIOA services for several LWDB's, has been selected to be the third-party management vendor for the RFP process. The vendor will review, and provide recommendations to the full board to vote on at the July 24th board meeting. These contracts will begin on October 1, 2024.
- Performance Update:
Evaluating Equus' current situation: A discussion is planned to address underperformance and to develop an action plan to meet year-end metrics. Enrollment levels below target raise concerns about budget allocation and adequate levels of investment in participants. Rachel Rogers, Performance & Compliance manager, will provide an update at next executive committee meeting.
- LWDB Board Training (Friday, April 12, 2024)
The State will conduct training to an overview of the responsibilities of local workforce board members as well as practical tools.
- State Workforce Board Meeting in Nashville (Friday, May 17, 2024). Amber will present.
- The next GM Local Board Meeting is scheduled for Wednesday, May 29, 2024 virtually.

VIII. Board Chair Comments- Meka Egwuekwe

- Expressed concern regarding Equus' performance and asked that Amber continue to monitor the situation.
- Attended the State Workforce Board meeting. The Commissioner and board members are encouraged by the progress of the GMWDB.

IX. Meeting adjourned at 10:10 a.m.



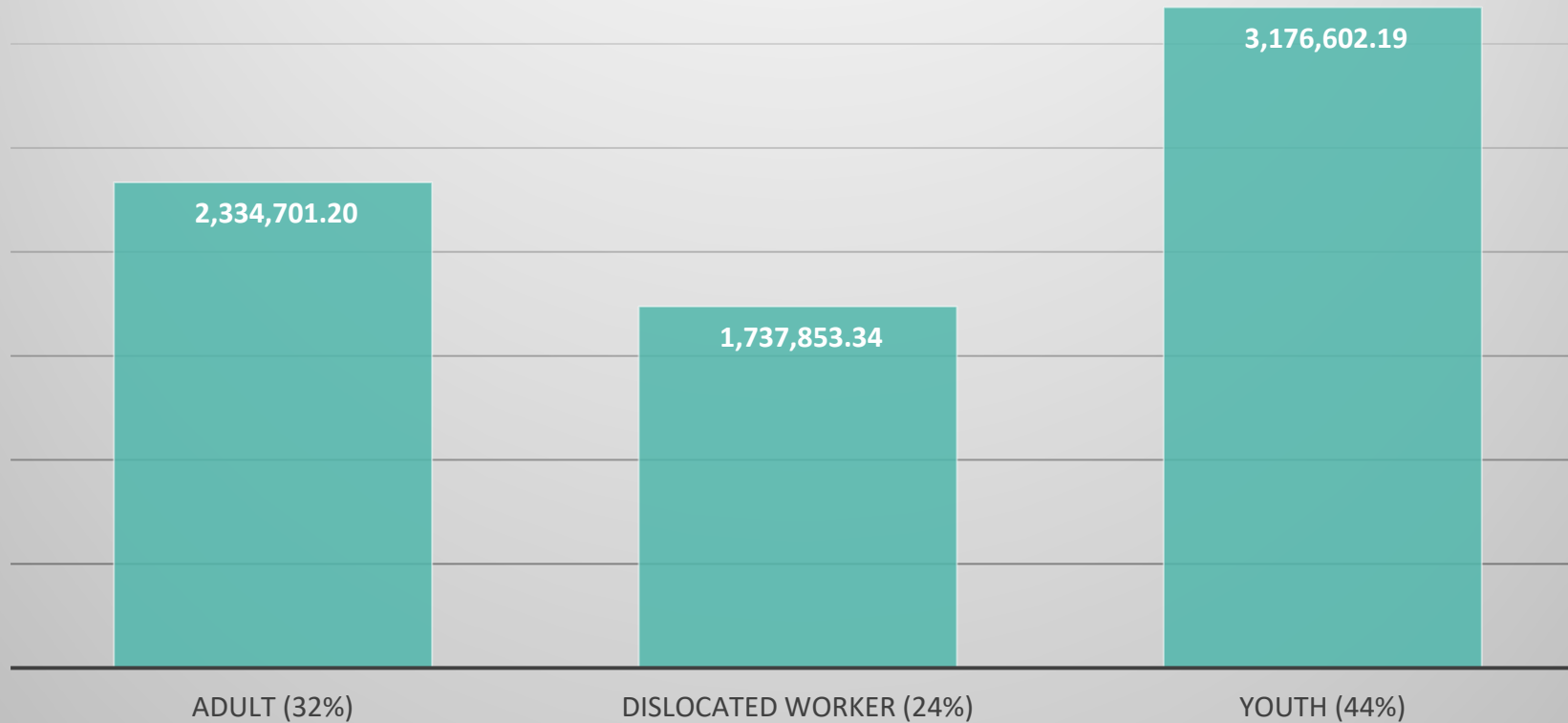
GREATER MEMPHIS

Financial Report

March 2024

Funding effective November 17, 2023 thru June 30, 2025

\$7,249,156.73

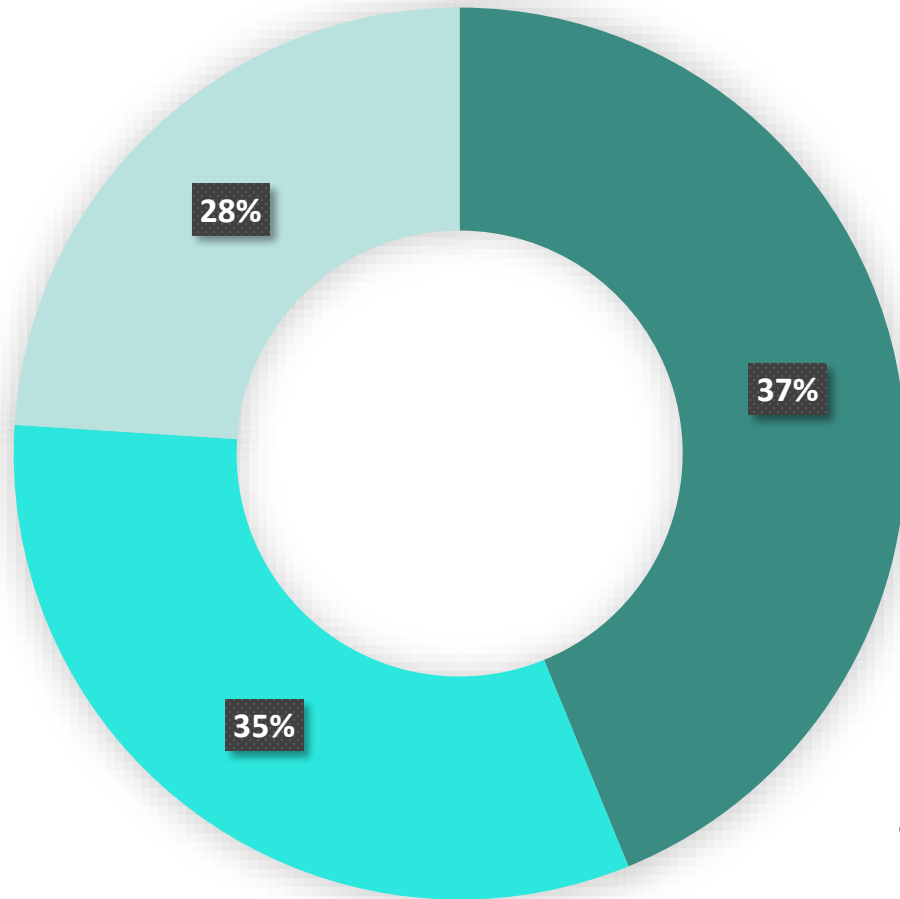


All amounts listed in italics are projected numbers.



Greater Workforce Development

YEAR 1 AWARDS



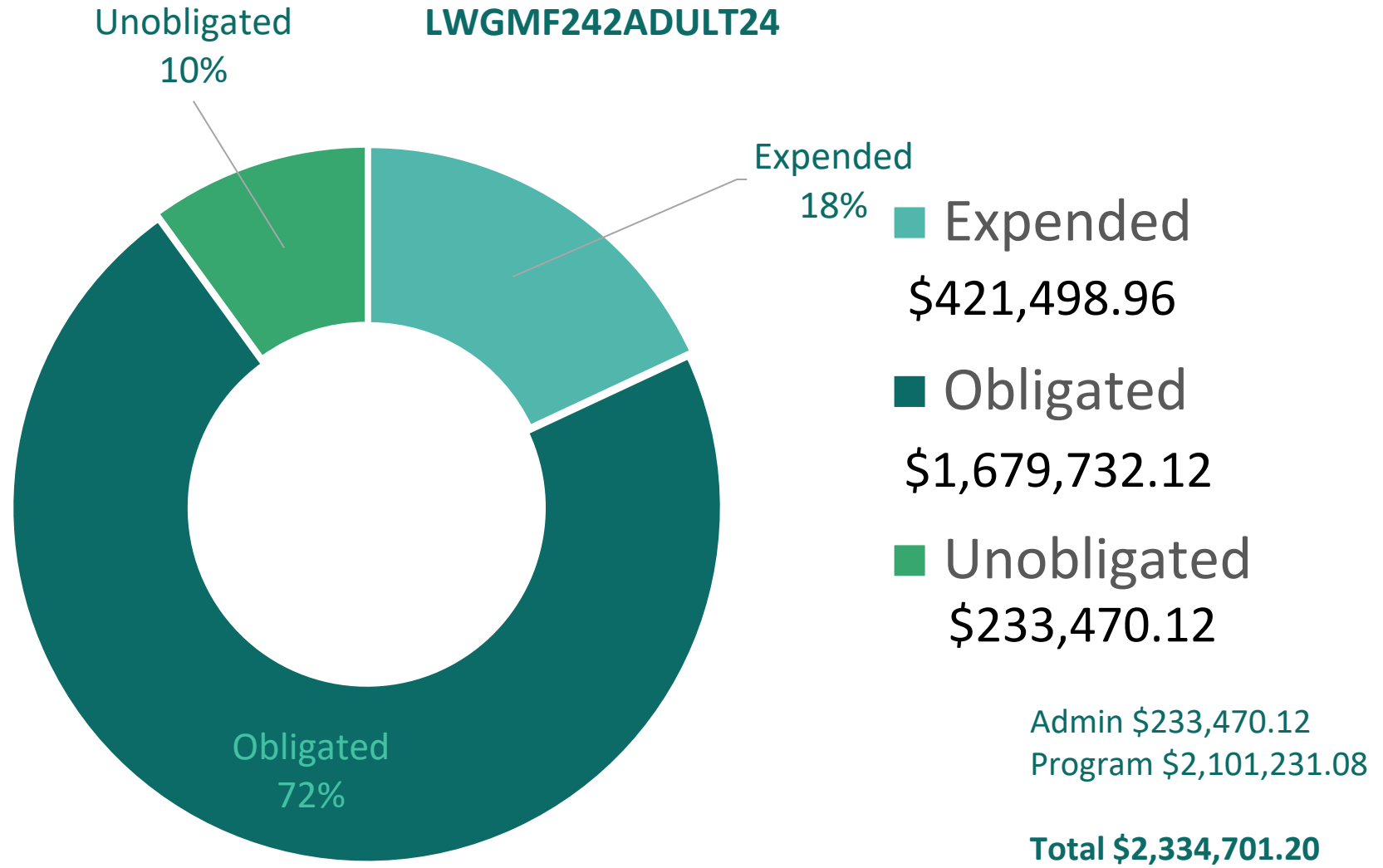
LWGMF242ADULT24	2,334,701.20
LWGMF242DSLWK24	1,589,498.77
LWGMP232DSLWK24	148,354.57
LWGMP232YOUTH24	3,176,602.19
TOTAL YEAR 1 AWARD	<u>7,249,156.73</u>

Total Budget: \$7,249,156.73

All amounts listed in italics are projected numbers.

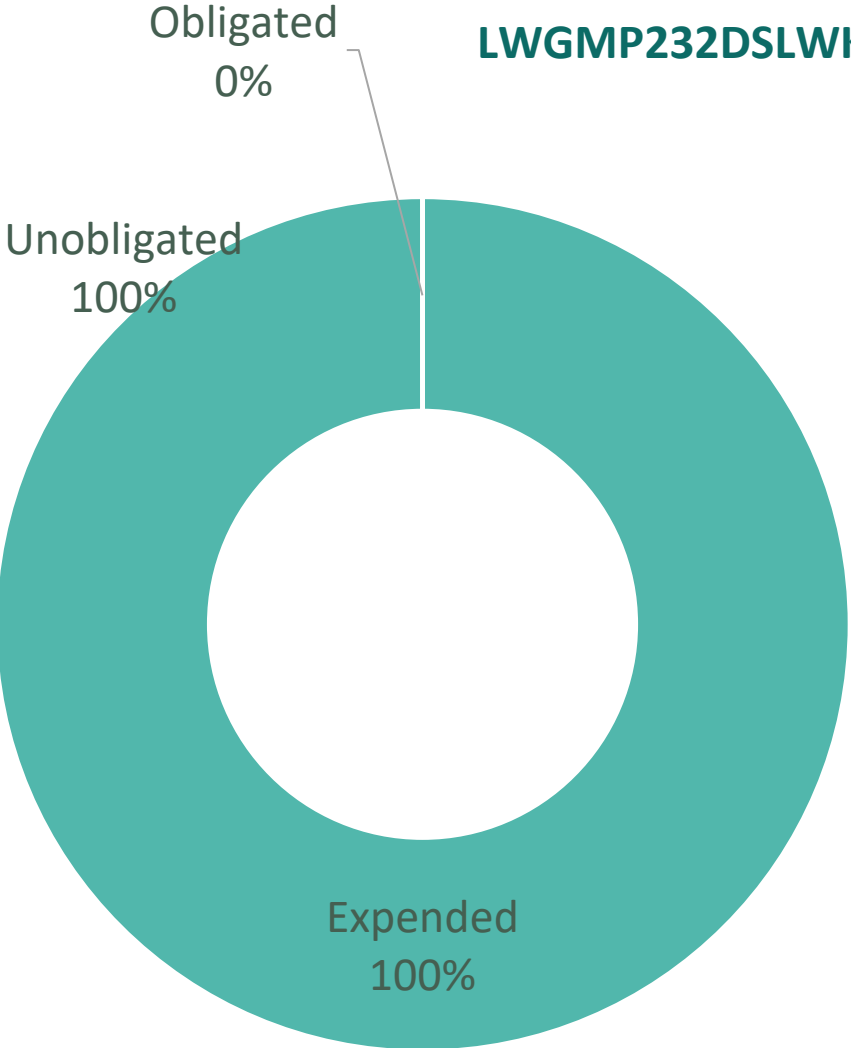


ADULT
Year 1
(Expires 6/30/25)



Dislocated Worker
Year 1
(Expires 6/30/25)

LWGMP232DSLWK24



■ Expended
\$148,354.57

■ Obligated
\$0.00

■ Unobligated
\$0.00

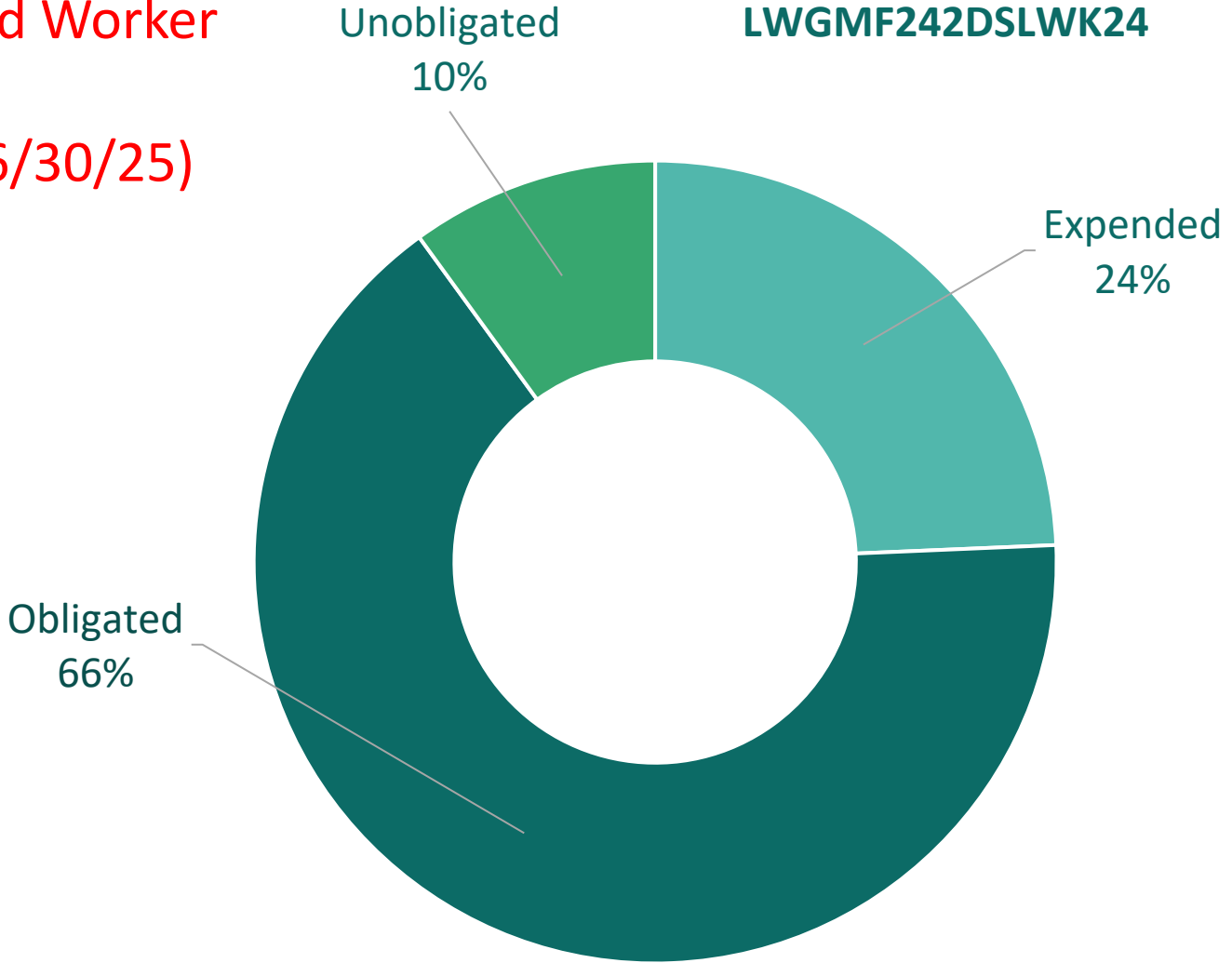
Admin \$48,559.31
Program \$99,795.26

Total \$148,354.57



**Dislocated Worker
Year 1
(Expires 6/30/25)**

LWGMF242DSLWK24



- Expended
\$386,660.97
- Obligated
\$1,043,887.92
- Unobligated
\$158,949.88

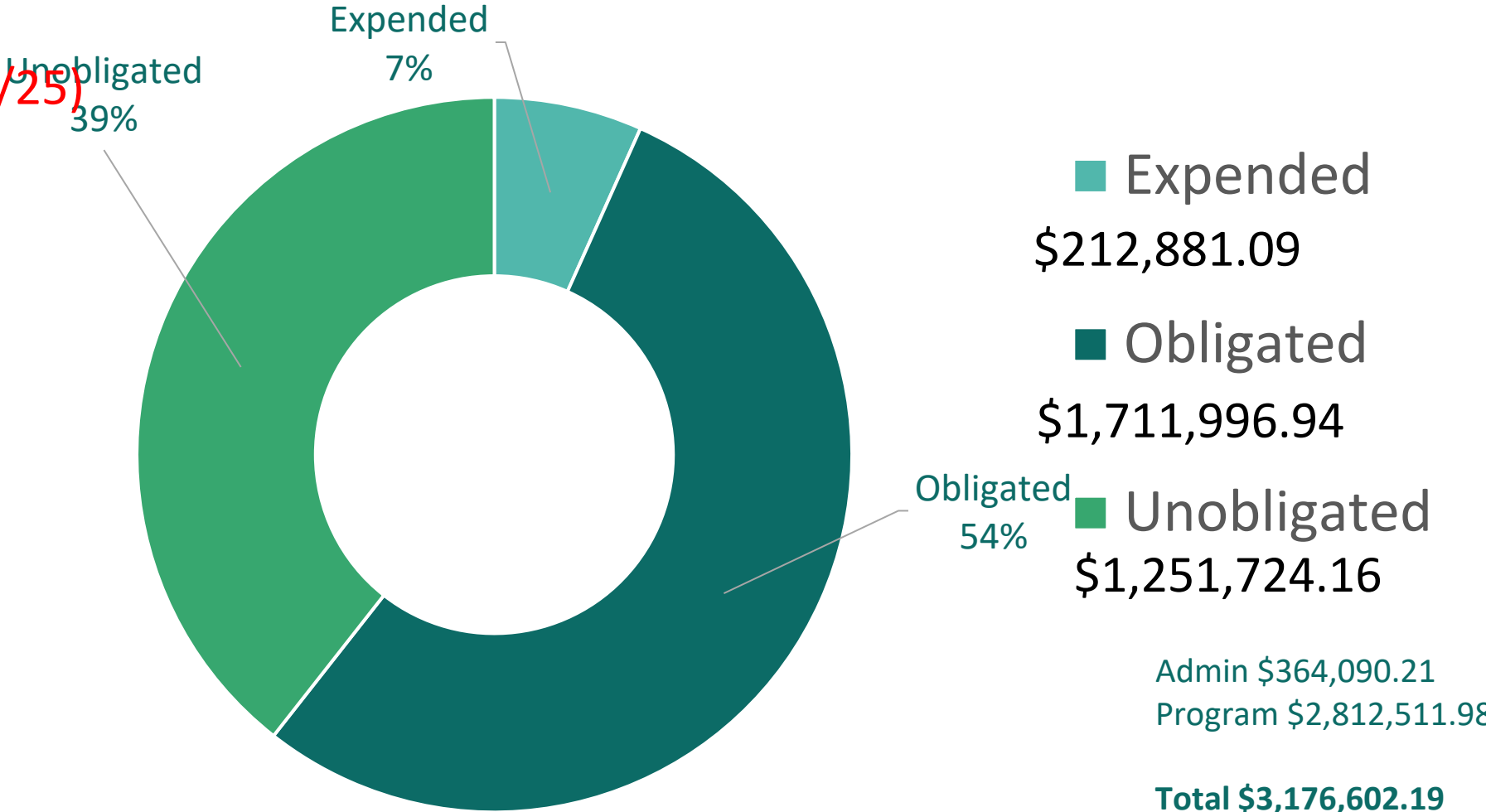
Admin \$158,949.88
Program \$1,430,548.89

Total \$1,589,498.77



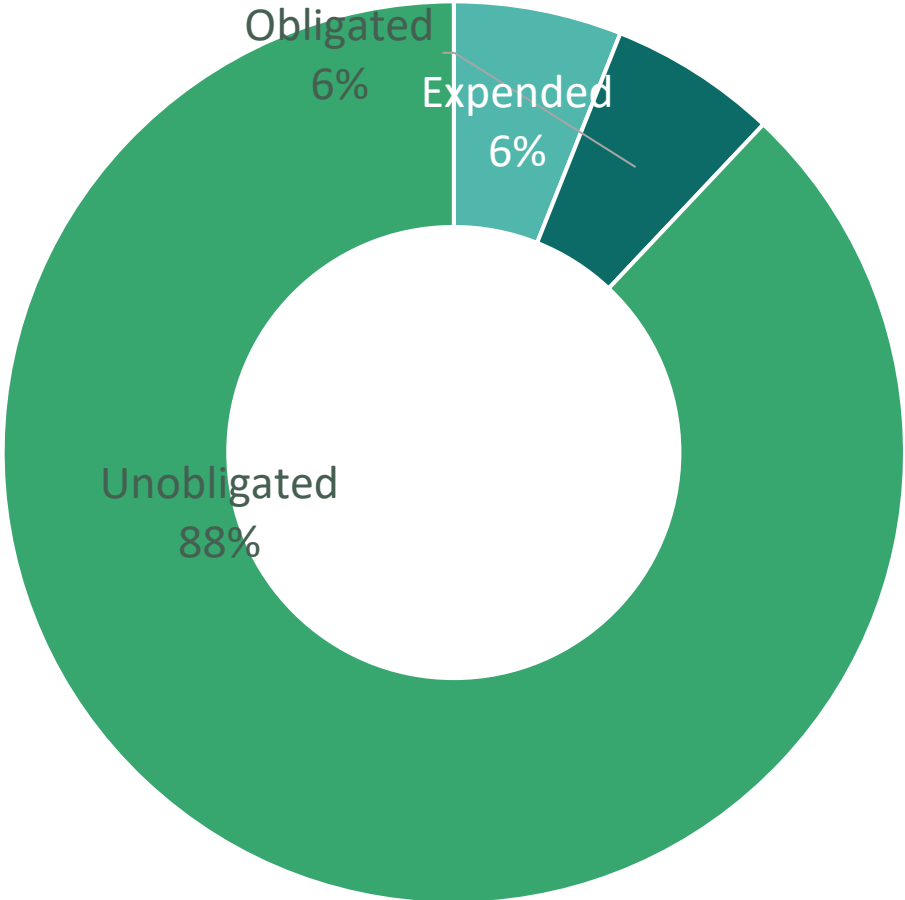
**YOUTH Program
Year 1
(Expires 6/30/25)**

LWGMP232YOUTH24



Expires 8/31/24*

SYEP – Summer Youth Employment Program



■ Expended	\$14,003.18
■ Obligated	\$14,003.18
■ Unobligated	\$204,681.38

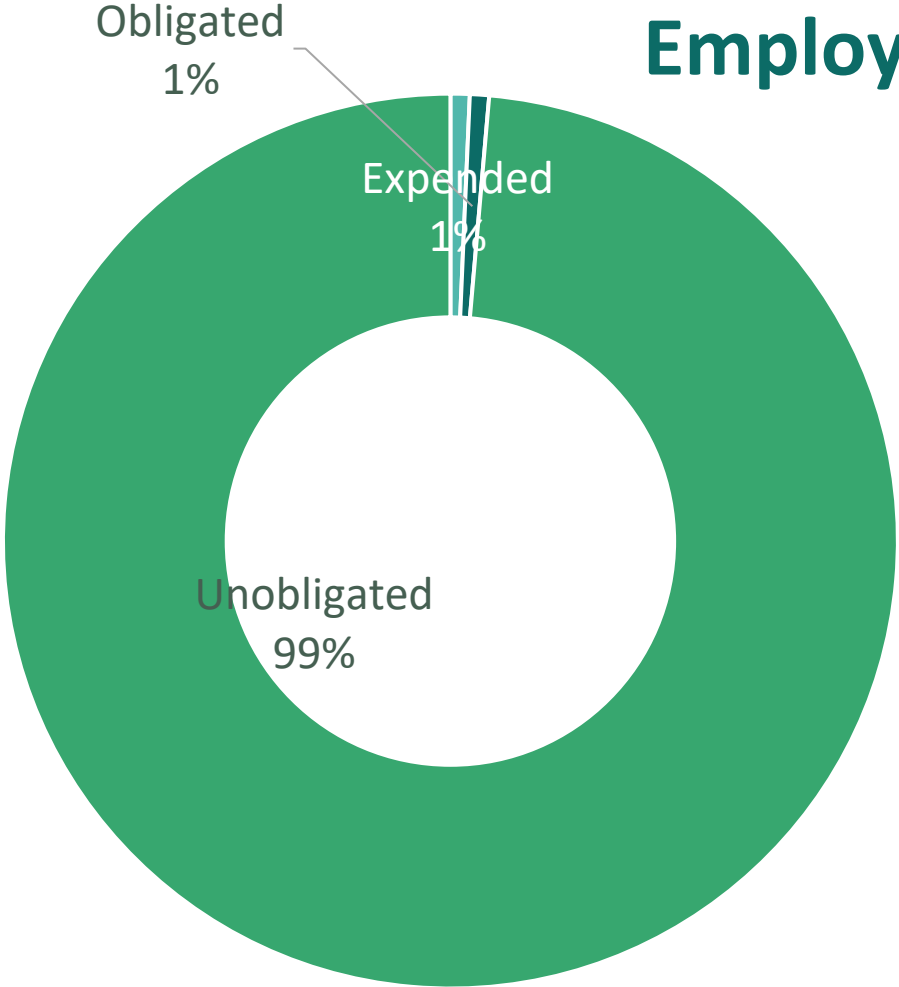
Admin \$18,733.91
Program \$199,950.65

Total \$218,684.56



Expires 6/30/24*

SCSEP – Senior Community Service Employment Program



- Expended
\$1,847.74
- Obligated
\$1,847.74
- Unobligated
\$263,115.66

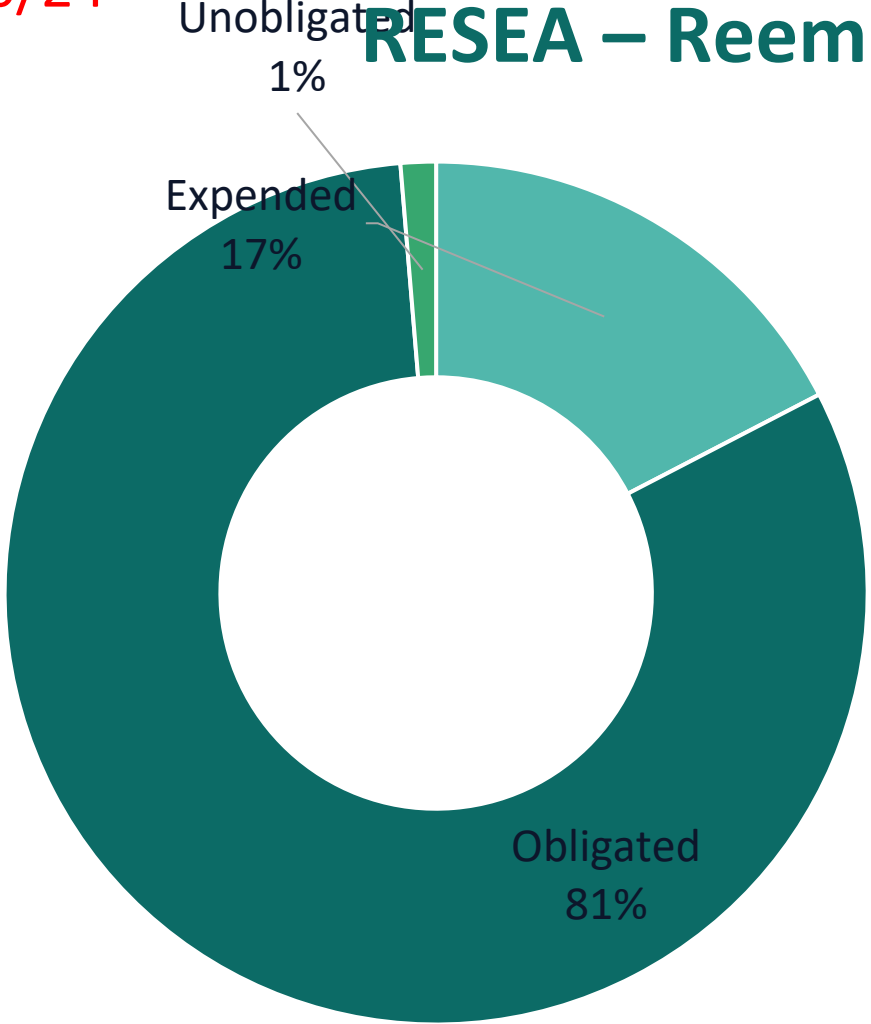
Admin \$19,750.02
Program \$264,963.40

Total \$284,713.42



Expires 9/30/24*

RESEA – Reemployment Services & Eligibility Assessment



- Expended \$19,722.60
- Obligated \$92,178.40
- Unobligated \$1,500.00

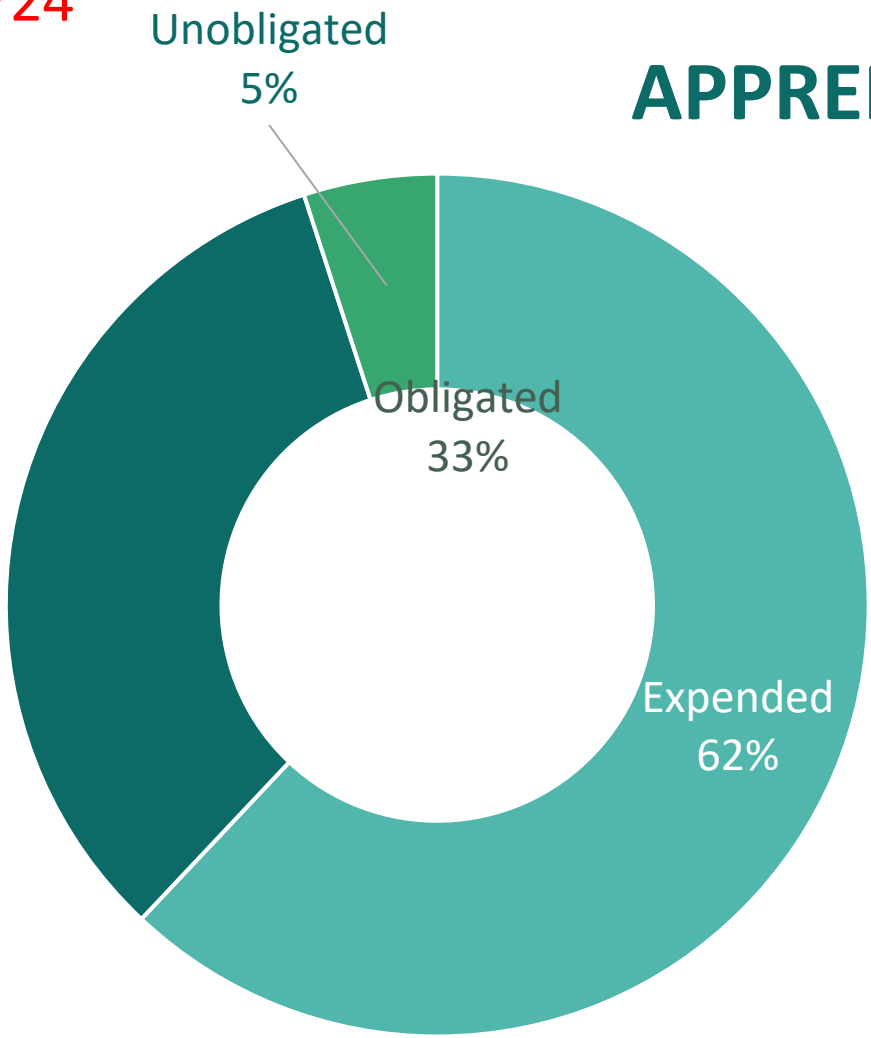
Admin \$1500.00
Program \$111,901.00

Total \$113,401.00



Expires 6/30/24*

APPRENTICESHIP



- Expended
\$53,101.05
- Obligated
\$28,227.95
- Unobligated
\$4,280.00

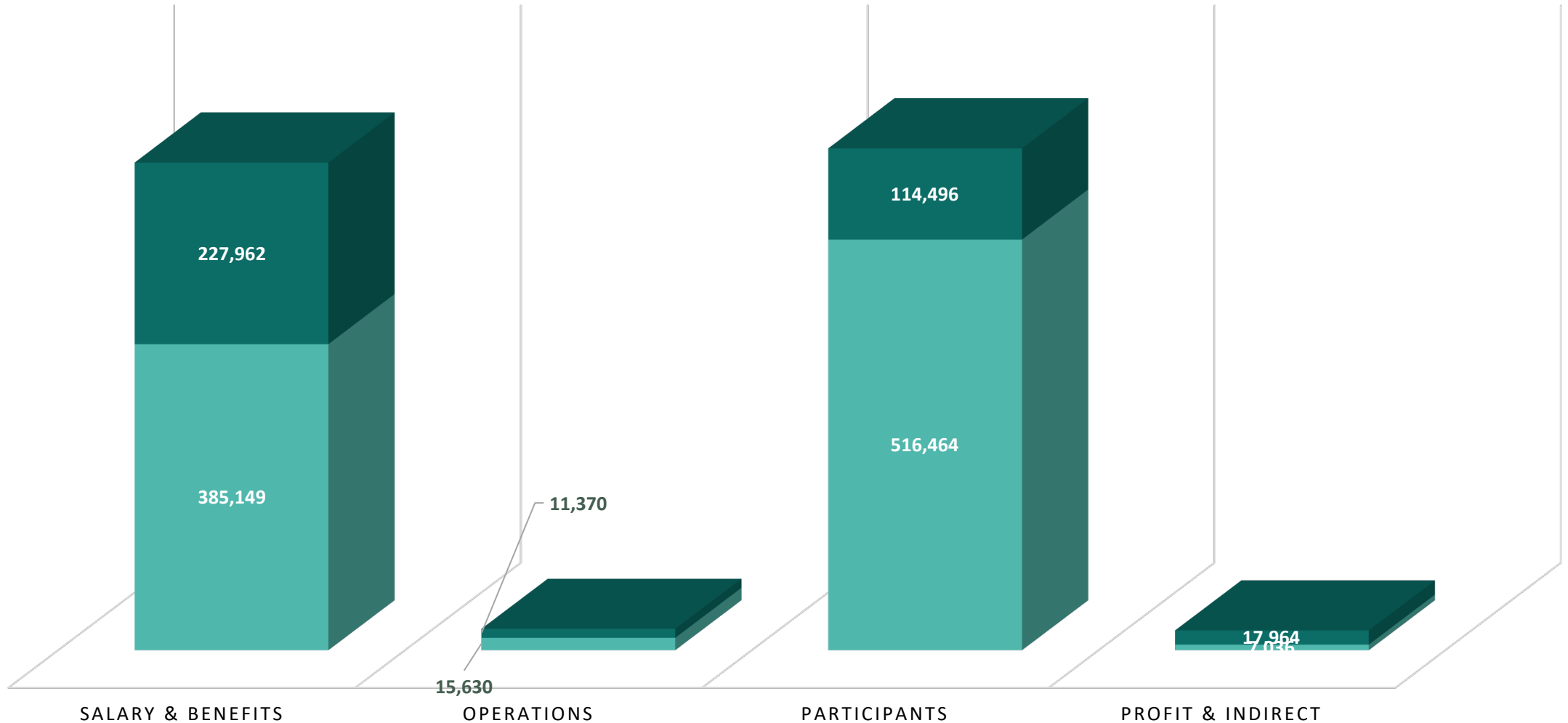
Admin \$4,280.00
Program \$81,329

Total \$85,609



COMMUNITIES IN SCHOOLS – IN SCHOOL YOUTH MARCH 31, 2024

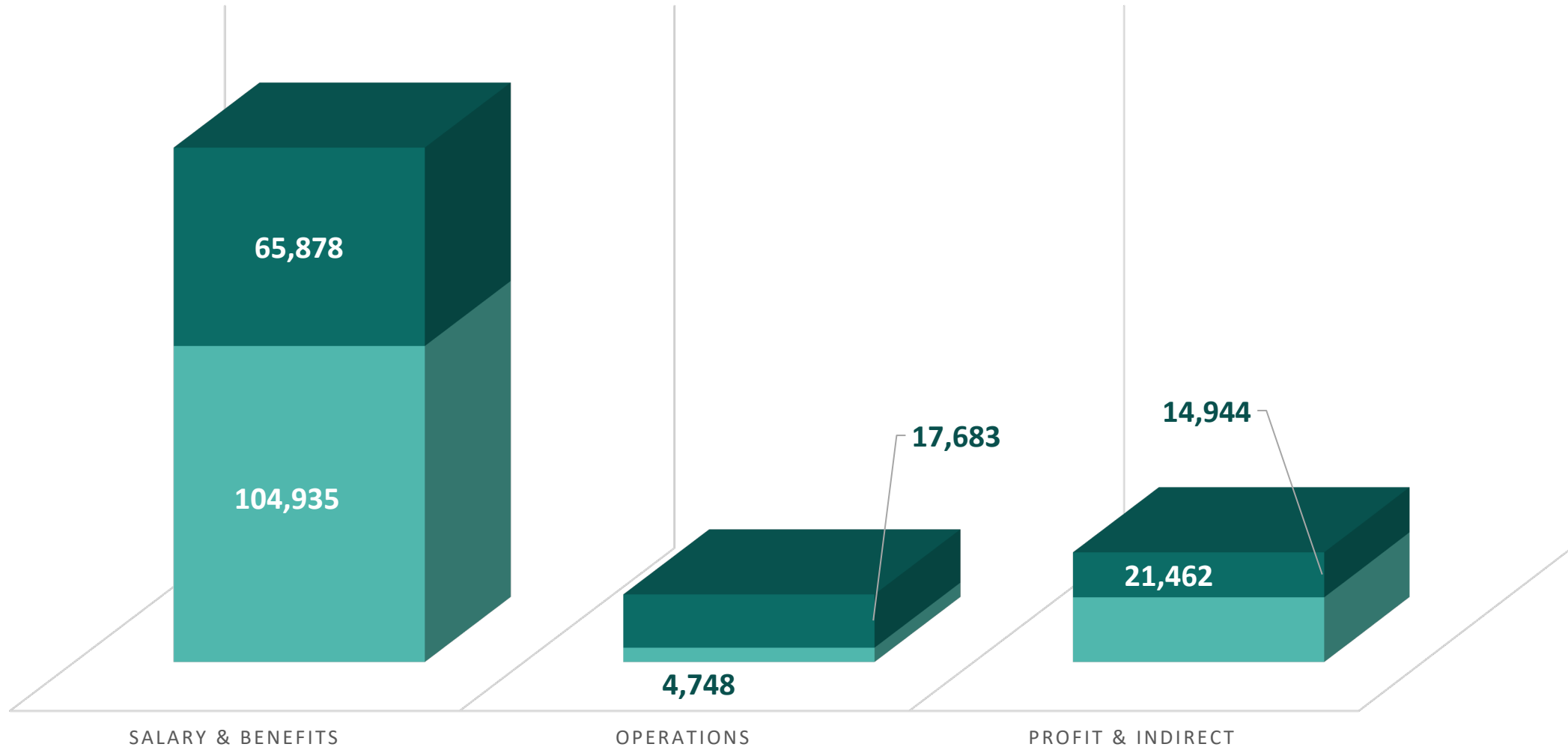
■ EXPENDED ■ BALANCE



Contract \$1,363,246.35 (includes SYEP) Expenditure \$924,279.06 or 68% MPCR: 56%

ROSS- ONE STOP OPERATOR MARCH 31, 2024

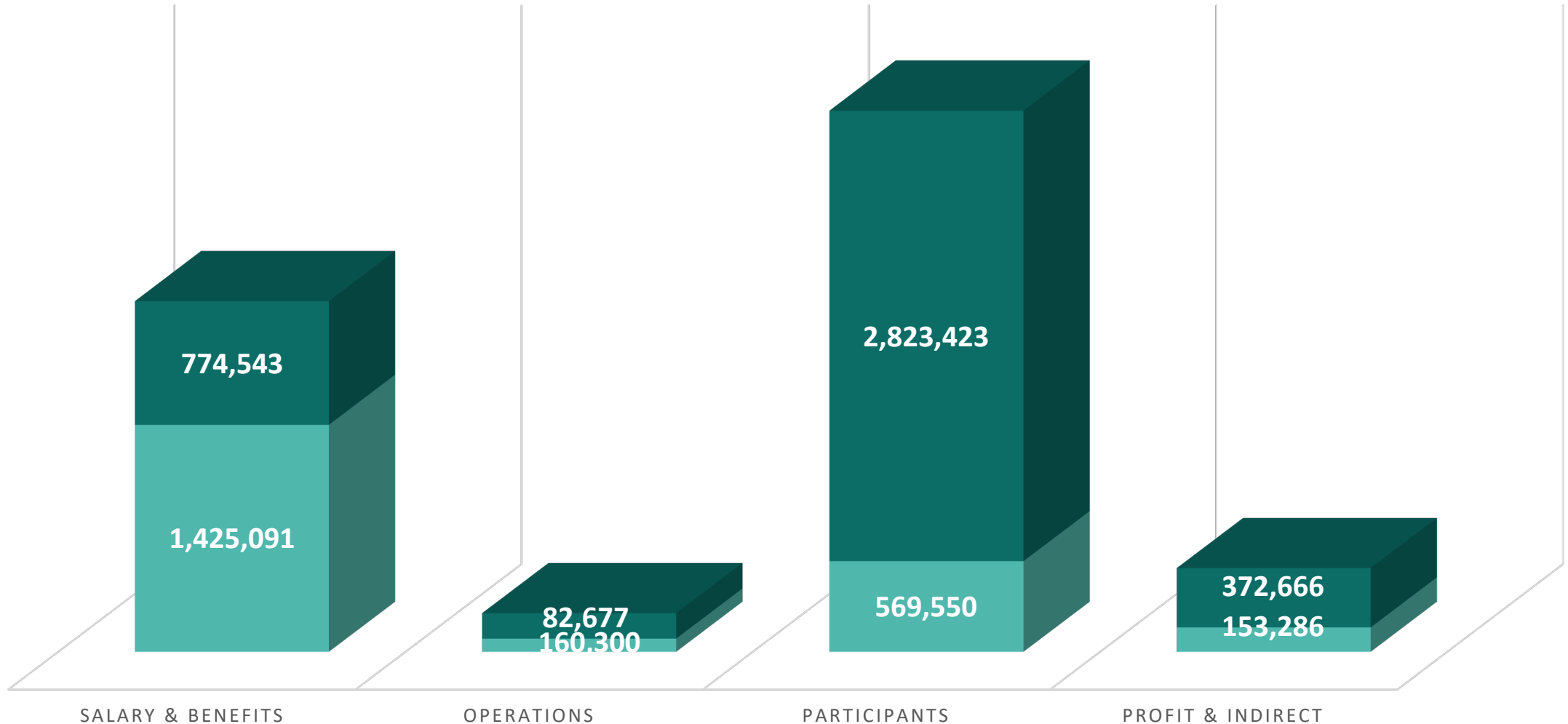
■ EXPENDED ■ BALANCE



Contract \$229,649.28 Expenditure \$131,144.19

EQUUS – TITLE I & OUT OF SCHOOL YOUTH MARCH 31, 2024

■ Expended ■ BALANCE



Contract \$6,361,536.00 Expenditure \$2,230,604.78 or 35% MPCR: 26%

THANK YOU!



	A	B	C	D	E
1	Greater Memphis Workforce Board				
2	Business Services Report				
3	April 2024				
4	4th Quarter 2023 (July 2023 - June 2024)				
5	RECRUITING EFFORTS/HIRING EVENTS	April	May	June	Q4
6	Employer Engagements	236			236
7	Employer Services (Job Orders, Recruitment, Rapid Response, LMI, etc.)	574			574
8	Hiring Events/Job Fairs	6			6
9	# of Participating Employers: Bryce Corp, SRVS, Ranstad, Fedex Ground, Loving Arms, First Student Acadian Ambulance Service Memphis Zoo, America Works FED-EX, Riviana Foods Tn Department of Corrections Milwaukee Tools, Pardon Bank WREG-3/Nextel, Career Girl, Job Corps Loving Arms LLC, Care & Assist, City of Memphis, Volunteers of America	50			50
10	Federal Correctional Institution Memphis				
11	Average Wages	\$17.50			\$17.50
12	Jobs Posted on Jobs4TN (Staff)	5			5
13	WARN Letters	0			0
14	Rapid Response Events	1			0
15	# of Dislocated Workers	0			0
16	ECONOMIC DEVELOPMENT PROJECTS	April	May	June	Q4
17	Economic Development One-Stop's (WMS/ECD/Chambers/MLGW/TVA/HTL Adv.)	1			1
18	Workforce/Economic Development Meetings/Presentations/Events	3			3
19	Incentive Proposals for Expansion/Relocation (Grants/Recruitment Assistance)	0			0
20	Average Wages of Incentive/OJT IWT Grant Proposals	N/A			#DIV/0!
21	# of Potential Jobs	N/A			0
22	TOTAL Business Grants FY2023-2024	TOTAL GRANTS FY 23-24	# OF JOBS / AVERAGE WAGES	OBLIGATIONS	REIMBURSEMENT
23	On the Job Training	10	8 Jobs/ \$16.11	\$127,951.11	\$69,324.64
24	Incumbent Worker Training		N/A	N/A	\$0.00
25	TOTALS			\$127,951.11	\$69,324.64
26	Sum of Payment Amount				
27	WIOA Adult				
28					
29		\$59,599.64			
30	Brighter Horizon Residential				
31		\$592.80			
32	Economic Opportunities LLC IWT/OJT				
33		\$15,538.00			
34	Faist Light Metals Tennessee LLC IWT/OJT				
35		\$6,145.76			
36	Oteka Technologies IWT/OJT				
37		\$25,325.20			
38	Top Cat Masonry Contractor LLC OJT/IWT				
39		\$11,997.88			
40	WIOA Dislocated Worker				
41		\$9,725.00			
42	Oteka Technologies IWT/OJT				
43		\$9,725.00			
44	Grand Total				
45		\$69,324.64			
46					
47					