

Greater Memphis Workforce Development Board

SHELBY · LAUDERDALE · TIPTON · FAYETTE

Greater Memphis Workforce Development Board

Executive Committee Agenda

Wednesday, June 26, 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 – Amber Covington
- VI. New Business -Meka Egwuekwe
 - AJC Relocation Update
- VII. Executive Director Updates- Amber Covington
 - Non-Profit Formation Discussion
 - Board Committees
 - RFP Status
 - Performance Updates
 - GM Local Board Meeting (Wednesday July 24, 2024)
- VIII. Board Chair Comments- Meka Egwuekwe
- IX. Adjourn

Greater Memphis

Workforce Development Board

SHELBY · LAUDERDALE · TIPTON · FAYETTE

Greater Memphis Workforce Development Board Executive Committee Meeting Minutes Wednesday, June 26, 2024, 9:00 a.m. Virtual (Microsoft Teams)

I. Meeting call to order by Board Chair, Meka Egwuekwe at 9:01 a.m.

II. Welcome & Roll Call – Latasha Harris

In attendance: Meka Egwuekwe, Antionette Wiseman-Story, Latasha Harris, Ben Adams,
Ron Wade, Carlos Mendoza, Jackara Jones.

Not Present: Angela Massey

Quorum established.

GMWDB staff in attendance: Amber Covington, Rachel Rogers, Bridgette Samba,
Ileanette Rosado-Wilson, Lakeda Williams

Greater Memphis Chamber: Sondra Howell

III. Presentation of Minutes – Latasha Harris

Motion to Approve both April 2024 and May 2024 Executive Committee meeting minutes made by Ben Adams.

Seconded by Antionette Wiseman-Story.

All in favor; no objections.

Motion carries.

A special call meeting was held 30 minutes prior to the general board meeting on May 29, 2024. The board chair will compile those minutes and present for approval at July 2024 Executive Committee meeting.

IV. Financial Report/Status – Fiscal Agent

Financial Report delivered by Amber Covington.

- Submission of all grants to the state (through June 30, 2026) is complete.
- The Tennessee Youth Employment Program (TYEP) funds are non-WIOA funds. This is a state funded initiative. The number of youth enrolled has reached capacity and a waiting list has been established. Employers still have the opportunity to enroll in the program and may also be considered for the WIOA work experience program (WEX).
- Ensuring that all funds are fully expended for each program is necessary to demonstrate full investment in participants as they gain employment and self-sufficiency.

**Motion to Approve May 2024 Financial Report made by Carlos Mendoza.
Seconded by Latasha Harris.
All in favor; no objections.
Motion carries.**

V. Business Services Committee Report –

Amber Covington delivered the Business Services Report. April and May data is reflected in the report.

- Service Provider, Equus, received training to ensure information is being entered correctly into VOS system to ensure accuracy in data reported; they will be asked to provide feedback regarding a rapid response event conducted for Kellanova (Kellogg's plant in Rossville, TN)
- Due to the complexities of government operations and to increased end-of-the year close-outs, reimbursement from the state has been delayed. The GMWDB accounting department is creating a process to ensure funds are received in the same month claims are submitted to the state.

**Motion to Approve May 2024 Business Services Report made by Meka Egwuekwe.
Seconded by Carlos Mendoza.
All in favor, no objections.
Motion carries.**

VI. New Business –

- The board chair announced that general board and executive committee member, Angela Massey, is no longer with the company she worked for and, as such, no longer qualifies to serve in those capacities or as Chair the Business Services committee. A new appointment will be made by the board chair.
- The board was updated on an incident that occurred at the AJC on Thursday, June 20th. Gunfire erupted from a house across the street. The building was immediately placed on lock down and staff took cover. No injuries occurred due to gunshots. The police were immediately called by AJC staff and by Amber to secure the safety of the 40+ staff and customers in the building at the time. Safety protocols are in place. Relocation of the AJC to Crosstown is even more urgent now.
- AJC Relocation Update provided by Amber Covington. Approval has been delayed due to the proposal to co-locate with Workman's Comp. Furthermore, information from the state is still pending regarding which other partners they propose to collocate. Next steps are to continue to work with the broker at Crosstown and determine a plan beyond this initial 30-month sublease.
- Also discussed was the status of the plan for the Jackson Avenue location (proposed to be an Accelerated Skills Center). No updates to report. The immediate plan is to continue with the relocation of the AJC to Crosstown and to continue to pursue the Jackson Avenue project and secure both locations.

VII. Executive Director Updates- Amber Covington

- Non-Profit Formation Discussion:
At the time of the Chamber being designated as the fiscal entity of the GMWDB, the Workforce Development Board, LLC was established as the administrative entity. It is proposed that the board establish nonprofit status. This will qualify the board to pursue more grants, alleviate

taxes, and meet State expectations to diversify funding streams.

A separate meeting will be held after the July 10th Executive Committee meeting to discuss the formation of a non-profit.

- Board Committees:

It is the desire of the GMWDB to create committees to support the work. The Business Services currently exists, and the board would like to add/reestablish a Career Services, Business Services, Finance and a Youth Initiatives Committee (as youth initiatives are of high priority at the federal and state levels). Membership of some of these committees may include other stakeholders who are not required to be on the Board of Directors. These committees will provide insight into these specific areas and add a level of accountability.

- RFP Status-RFP submission period is now closed, and proposals are under review by TPMA.
- Performance Updates tabled until July Executive Committee meeting.
- GM Local Board Meeting (Wednesday July 24, 2024)

Additional business:

The Individual Training Account (ITA) policy was previously approved by the Board of Directors but did not contain the required signature. The board chair will sign the document and the policy will be posted on the GMWDB website.

VIII. Board Chair Comments- Meka Egwuekwe

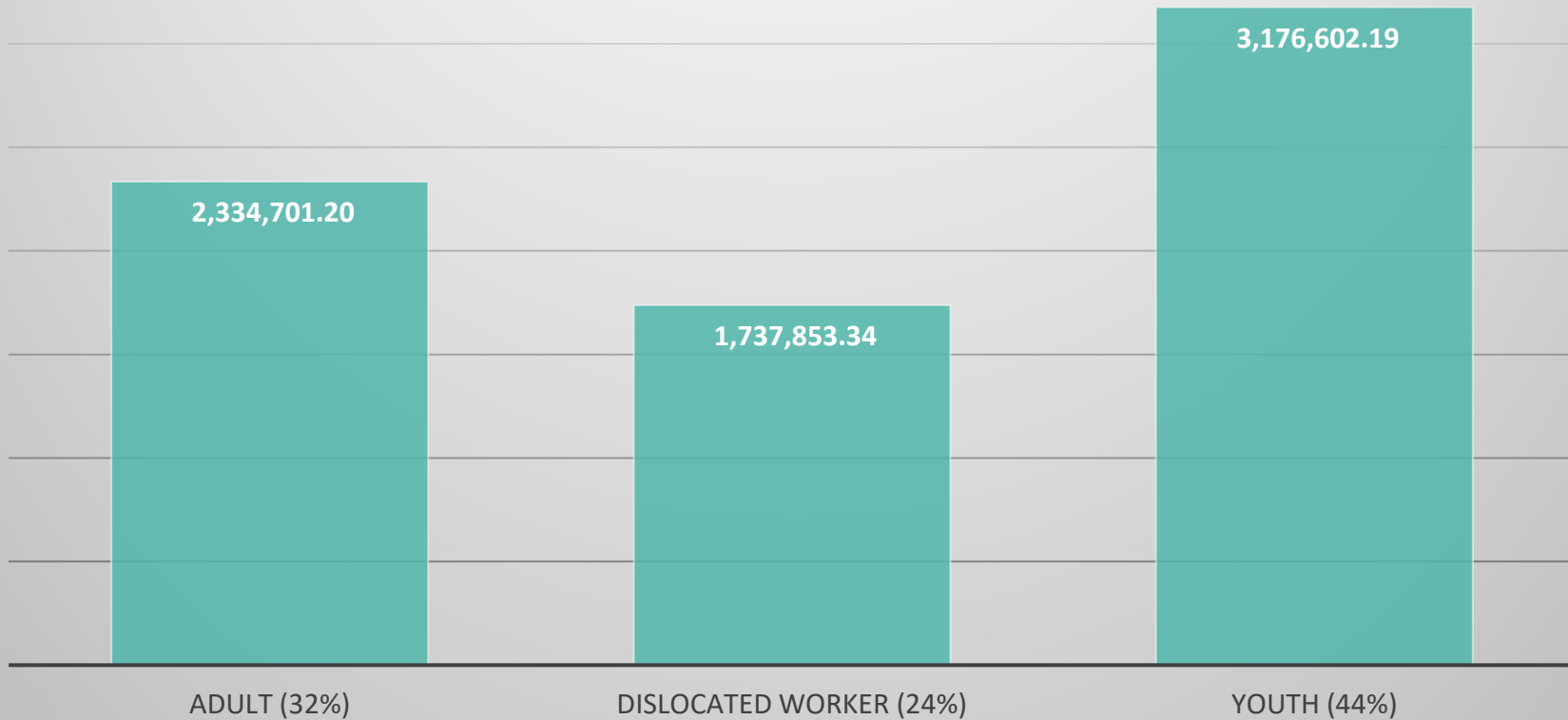
IX. Meeting adjourned at 10:36 a.m.



GREATER MEMPHIS Financial Report May 2024

Funding effective November 17, 2023 thru June 30, 2025

\$7,249,156.73

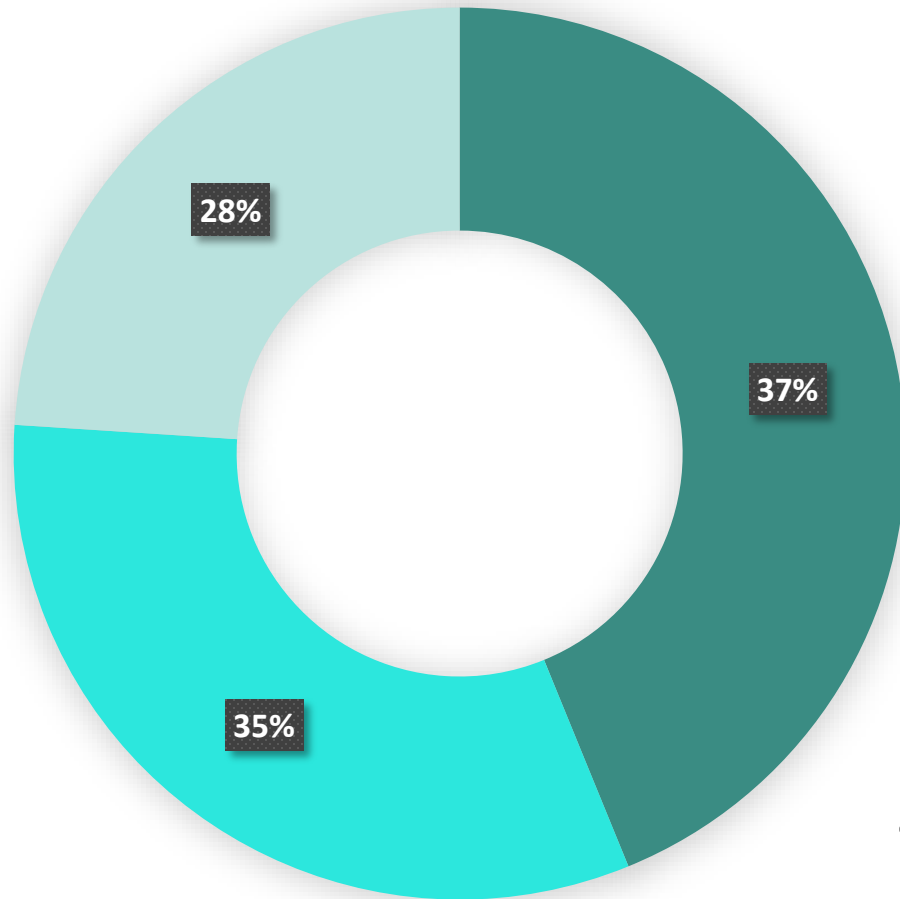


All amounts listed in italics are projected numbers.



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>

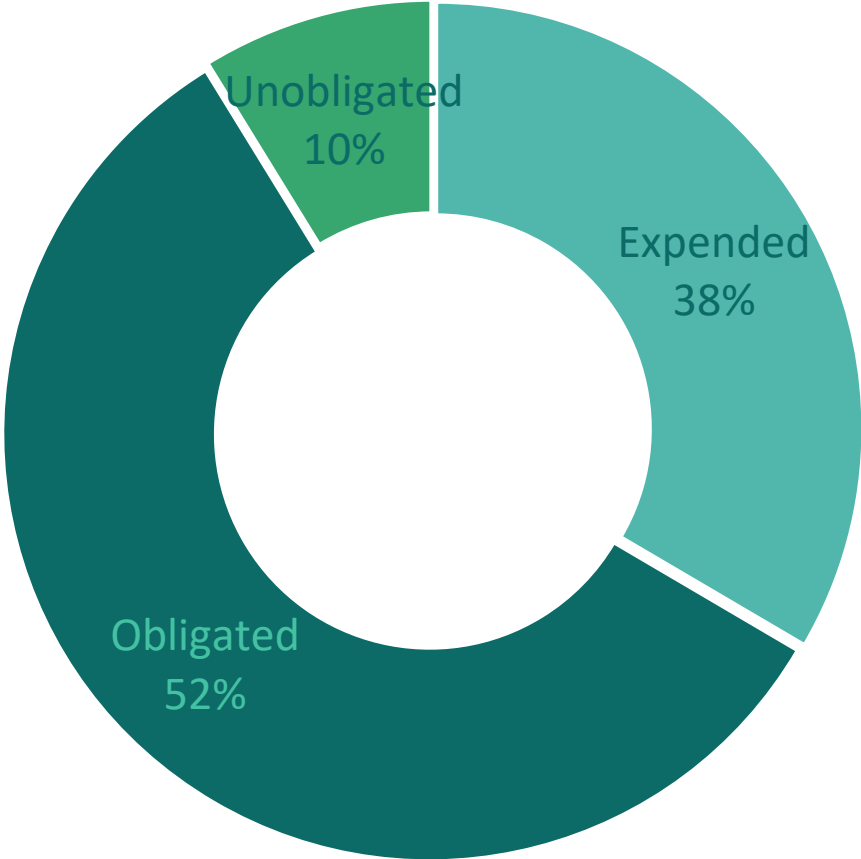
Total Budget: \$7,249,156.73

All amounts listed in italics are projected numbers.



ADULT
Year 1
(Expires 6/30/25)

LWGMF242ADULT24



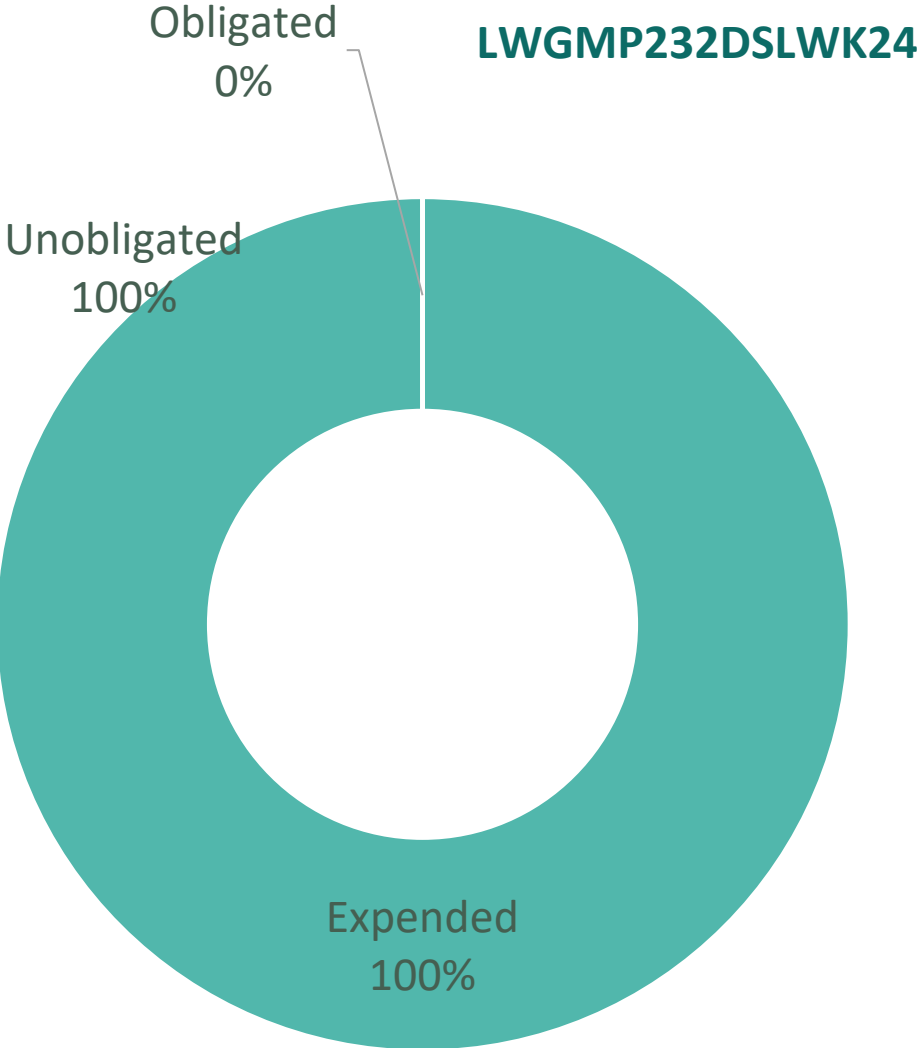
- Expended
\$889,570.29
- Obligated
\$1,211,660.79
- Unobligated
\$233,470.12

Admin \$233,470.12
Program \$2,101,231.08

Total \$2,334,701.20



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



■ Expended
\$148,354.57

■ Obligated
\$0.00

■ Unobligated
\$0.00

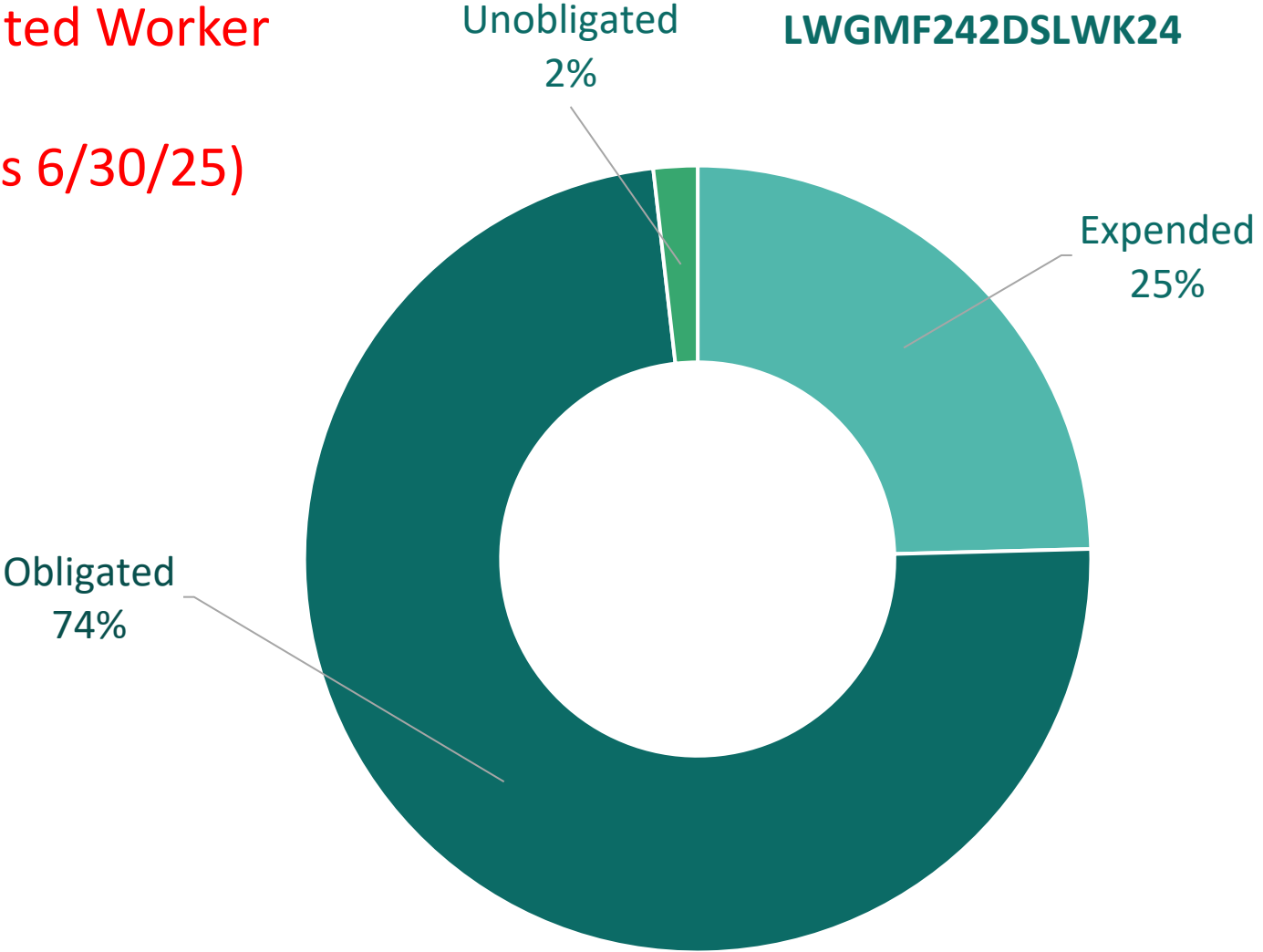
Admin \$48,559.31
Program \$99,795.26

Total \$148,354.57



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

LWGFMF242DSLWK24



Expended
\$390,894.19

Obligated
\$1,169,869.62

Unobligated
\$28,734.96

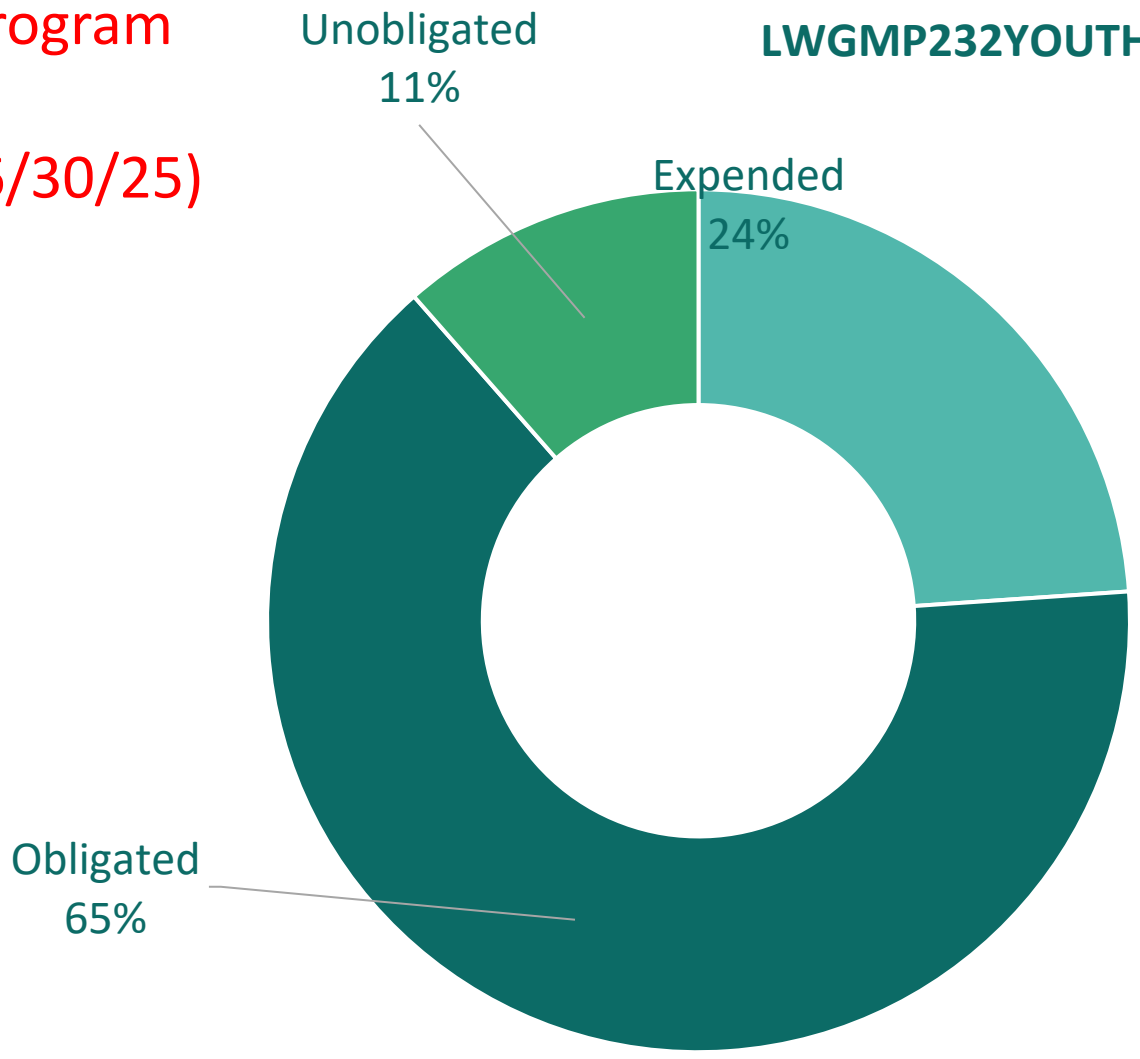
Admin \$158,949.88
Program \$1,430,548.89

Total \$1,589,498.77



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

LWGMP232YOUTH24



- Expended
\$759,745.65
- Obligated
\$2,052,766.33
- Unobligated
\$364,090.21

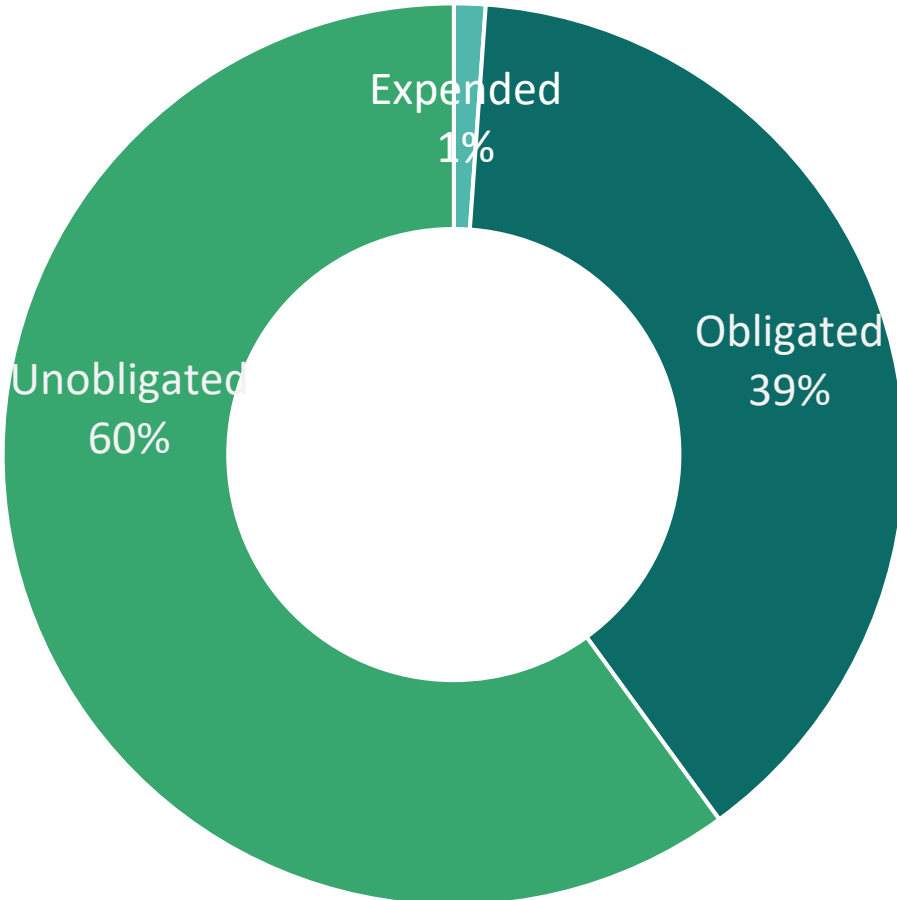
Admin \$364,090.21
Program \$2,812,511.98

Total \$3,176,602.19



Expires 6/30/25

TYEP – Tennessee Youth Employment Program



- Expended
\$16,262.50
- Obligated
\$559,067.75
- Unobligated
\$863,421.63

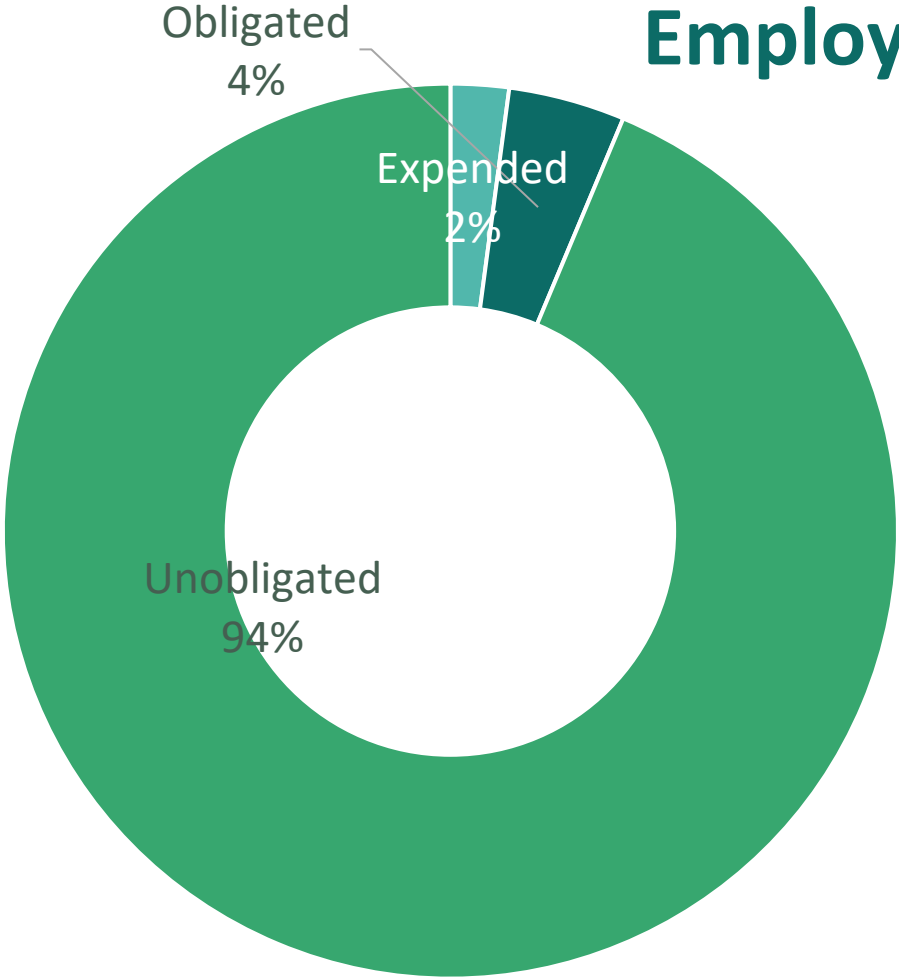
Admin \$215,812.75
Program \$1,222,939.13

Total \$1,438,751.88



Expires 6/30/24*

SCSEP – Senior Community Service Employment Program



- Expended
\$5,911.27
- Obligated
\$11,822.54
- Unobligated
\$266,979.61

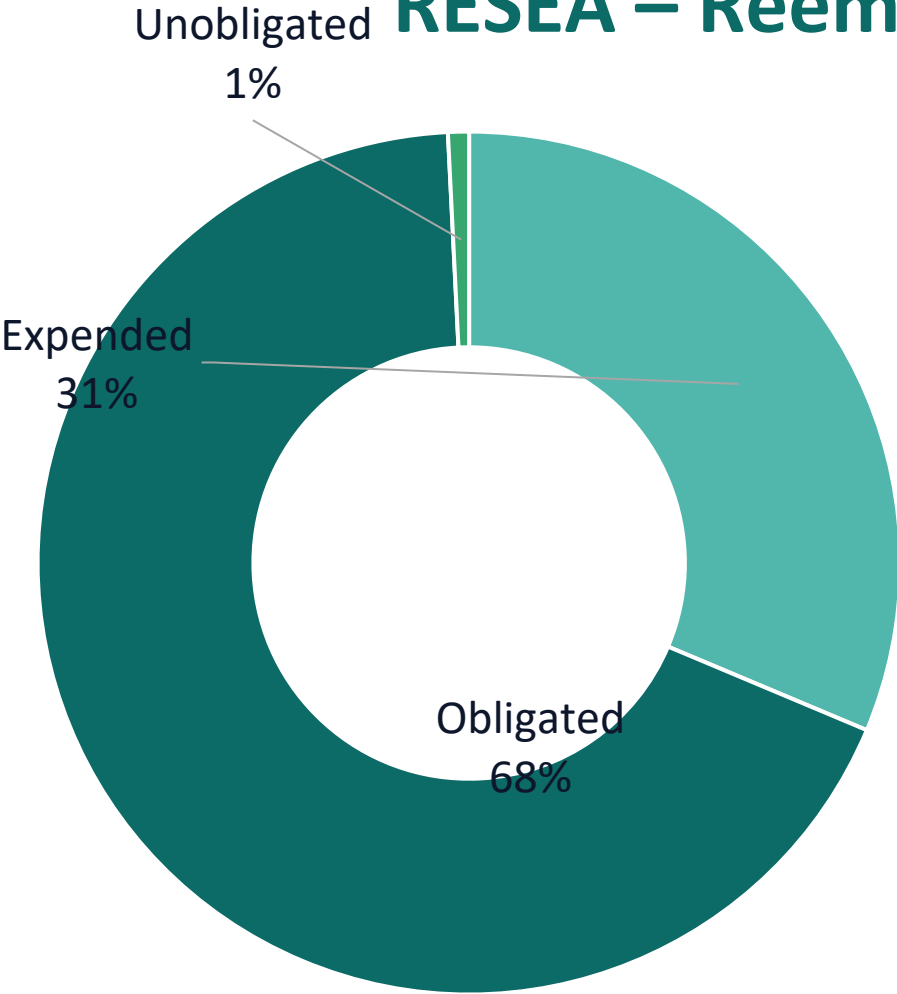
Admin \$19,750.02
Program \$264,963.40

Total \$284,713.42



Expires 9/30/24*

RESEA – Reemployment Services & Eligibility Assessment



- Expended
\$45,562.29
- Obligated
\$67,229.62
- Unobligated
\$609.09

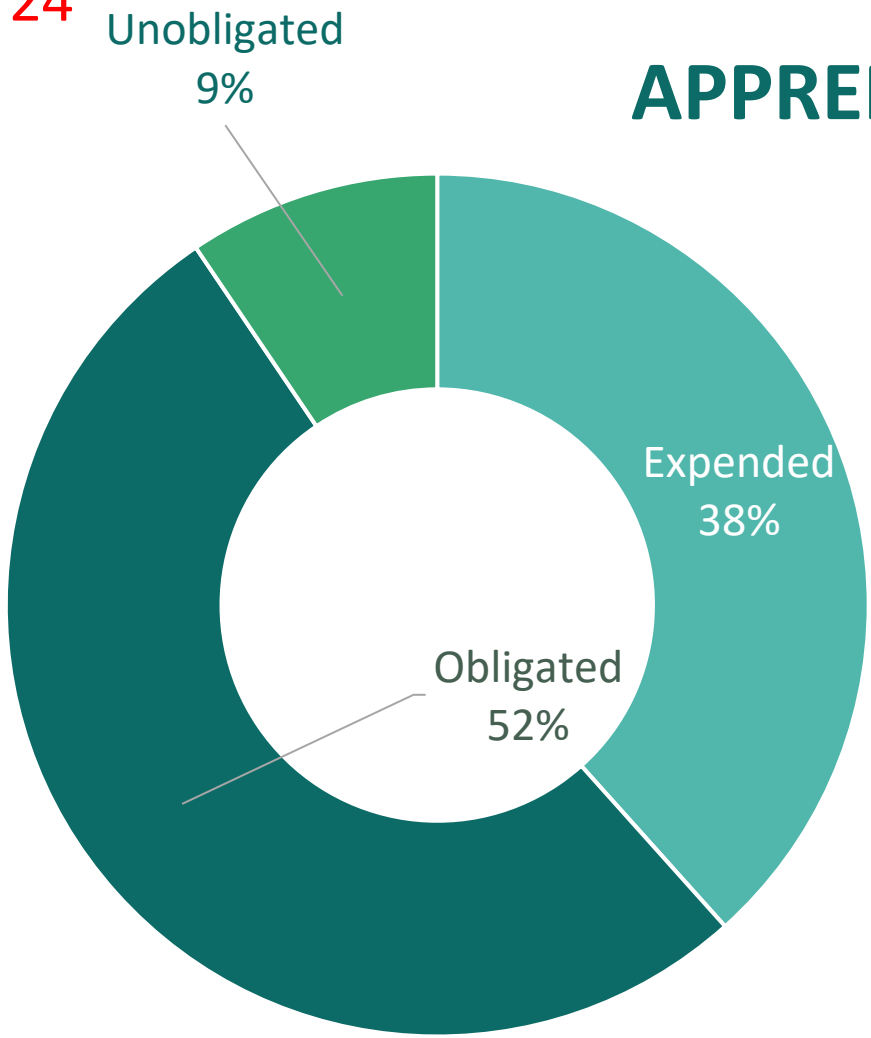
Admin \$1500.00
Program \$111,901.00

Total \$113,401.00



Expires 6/30/24*

APPRENTICESHIP



- Expended
\$62,611.09
- Obligated
\$85,130.82
- Unobligated
\$15,425.09

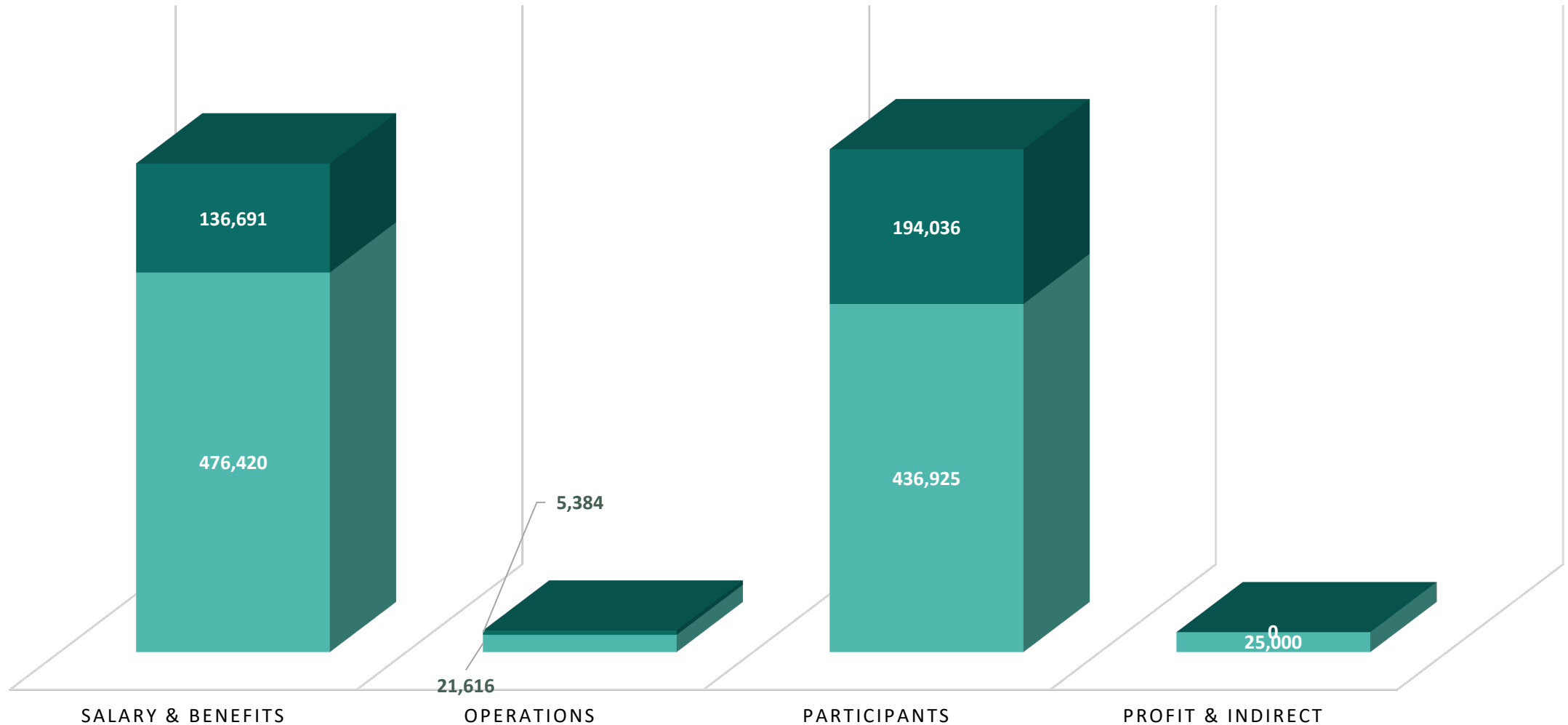
Admin \$16,316
Program \$146,851

Total \$163,167



COMMUNITIES IN SCHOOLS – IN SCHOOL YOUTH MAY 31, 2024

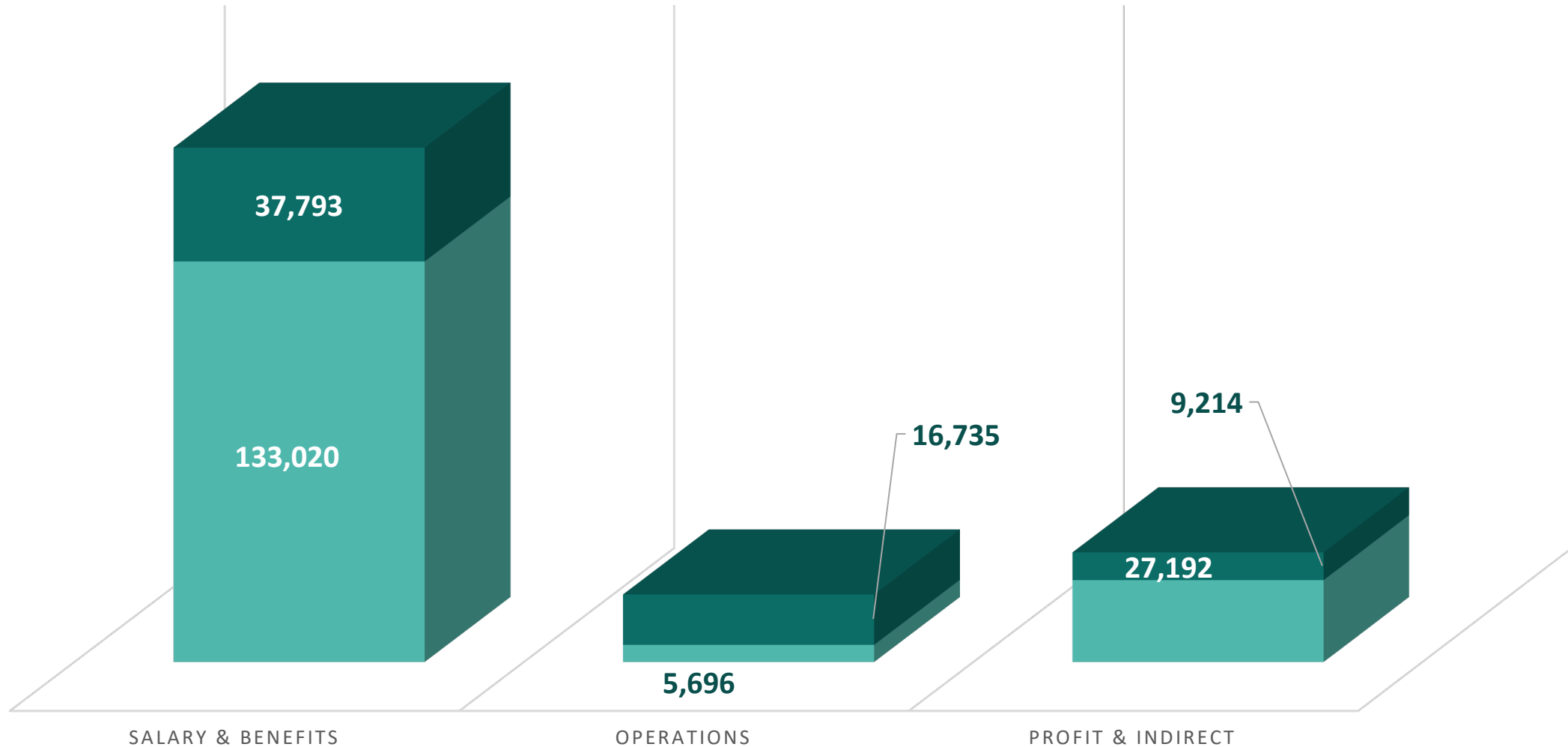
■ EXPENDED ■ BALANCE



Contract \$1,363,246.35 (includes SYEP) Expenditure \$1,018,967.12 or 75% MPCR: 43% WEX: 37%

ROSS- ONE STOP OPERATOR MAY 31, 2024

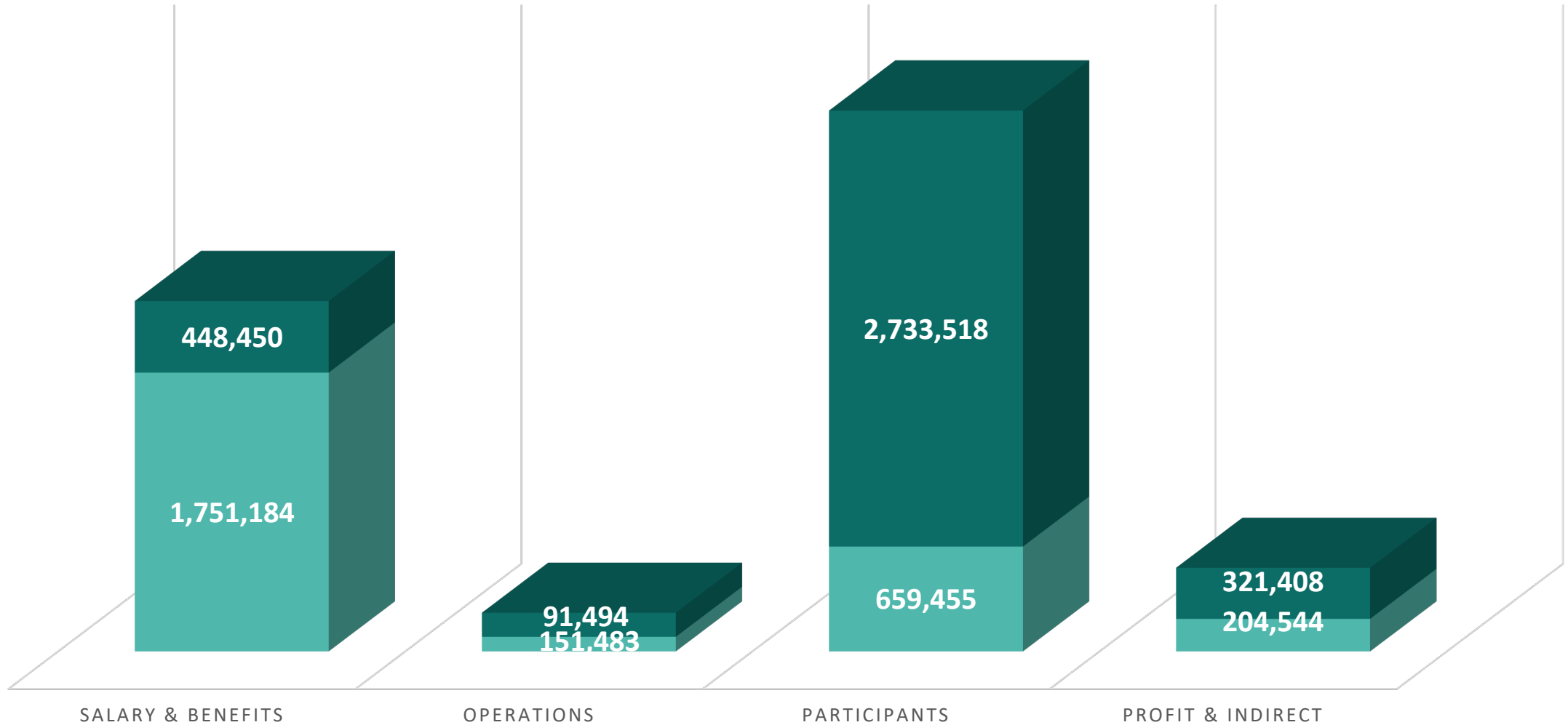
■ EXPENDED ■ BALANCE



Contract \$229,649.28 Expenditure \$148,515.74 or 64.6%

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

■ Expended ■ BALANCE



Contract \$6,361,536.00 Expenditure \$2,706,677.28 or 43% MPCR: 24% WEX: 29%

THANK YOU!



Greater Memphis Workforce Board
 Business Services Report
 Program Year 2023 (July 1, 2023-June 30, 2024)

4th Quarter (April 2024 - June 2024)

RECRUITING EFFORT/SHIRING EVENT \$	April	May	June	Q4
Employer Engagements	347	412		759
Employer Services (Job Orders, Recruitment, Rapid Response, LMI, etc.)	2,007	1,400		3407
Hiring Events/Job Fairs	8	7		15
# of Participating Employers: Bryce Corp, SRVS, Ranstad, FedEx Ground, Loving Arms, First Student, Worldwide PKG, EVERIANA, 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, Federal Correctional Institution Memphis,Porter-Leath, The Arc Midsouth, Touch of Angels, Support Solutions, McLane, Angels at My Door, Igility, Functional Independence Homecare, Inc., Sound of Triumph Homecare Agency	50	13		63
Average Wages	\$17.50	\$17.50		\$17.50
Jobs Posted on Jobs4TN (Staff)	26	15		41
WARN Letters (2	2 (Graphic Packaging and Maximus)		2
Rapid Response Events	0	1(Kellanova)		0
# of Dislocated Workers (attendees at Rapid Response Events)	0	99		99

ECONOMIC DEVELOPMENT PROJECT \$	April	May	June	Q4
Economic Development One-Stop's (WMS/ECDI/Chambers/MLGW/TVAHTL Adv.)	1	0		1
Workforce/Economic Development Meetings/Presentations/Events	3	0		3
Incentive Proposals for Expansion/Relocation (Grants/Recruitment Assistance)	0	0		0
Average Wages of Incentive/OUT IWT Grant Proposals	N/A	N/A		#DIV/0!
# of Potential Jobs	N/A	N/A		0

TOTAL Business Grants FY2023-2024	TOTAL GRANT \$ FY 23-24	# OF JOB \$ / AVERAGE WAGE \$	OBLIGATION \$	REIMBURSEMENT
On the Job Training	7	10 Jobs/ \$16.42	\$127,951.11	\$83,780.24
Incumbent Worker Training	0	N/A	N/A	\$0.00
TOTAL \$			\$127,951.11	\$83,780.24

Sum of Payment Amount
WIOA Adult
\$74,055.24
Brighter Horizon Residential OJT
\$592.80
Economic Opportunities LLC OJT
\$29,993.60
Faist Light Metals Tennessee LLC OJT
\$8,145.78
Oteka Technologies OJT
\$25,325.20
Top Cat Masonry Contractor LLC OJT
\$11,997.88
WIOA Dislocated Worker
\$9,725.00
Oteka Technologies OJT
\$9,725.00
Grand Total
\$83,780.24

