

# Greater Memphis Workforce Development Board

SHELBY · LAUDERDALE · TIPTON · FAYETTE

## Greater Memphis Workforce Development Board Special Meeting Minutes Friday, August 23, 2024, 8:30 a.m. Virtual Zoom Meeting

Email [irosado-wilson@memphischamber.com](mailto:irosado-wilson@memphischamber.com) for meeting link.

- I. Meeting called to order at 8:33 a.m. – Meka Egwuekwe
- II. Welcome & Roll Call – Latasha Harris  
Present: Meka Egwuekwe, Ben Adams, Carlos Mendoza, Latasha Harris, Bridgette Green, Carlos Manning, Corey Hester, David Dufour, Heather Sacks, Jackara Jones, Jamilica Burke, Ron Wade, Sarah-Lockridge Steckel, Tracey Robinson, Dr. Gwen Sutton, Joann Massey.  
  
Absent: Ed Doyle, Frank Olson, Jessica Cannon-Macklin, James Cole, Jozelle Booker, Kevin Bradshaw, Larry Robinson  
**Quorum Established**  
  
Thomas P. Miller & Associates (TPMA): Stephanie Bradley  
GMWDB staff: Amber Covington, Ileanette Rosado-Wilson, Rachel Rogers, Victoria Adair  
  
Members of the public were present at the meeting.
- III. New Business -Meka Egwuekwe
  - RFP Recommendations and Discussion (Vote)  
The GMWDB opened the Request for Proposals (RFP'S) submission period for Adult, Dislocated Worker, Youth Services and On-Stop Operator in May 2024. Thomas P. Miller & Associates (TPMA) was contracted to oversee the evaluations, scoring and provide a final recommendations report. This process concluded with reference checks and interviews with finalists; Equus Workforce Solutions and Career Team, Agape Child & Family Services and Communities in Schools.
  - Stephanie Bradley, TPMA presented reference check information performed on candidates and finalists' interviews and, shared highlights of standout qualities and strengths in providing services.
  - The Executive Committee met on two occasions and will make their recommendations to the full board based on the scores of the proposals submitted by candidates and interviews and references.

- Since January 2021, ROSS has served as the One-Stop Operator, overseeing the operations of the American Job Center system to ensure a community embedded collaborative system as well as management of facilities. A reference check was not conducted as there were no other submissions. However, a recent programmatic audit and feedback from the State indicate impressive performance. The Executive Committee recommends renewal of contract with ROSS to continue to serve as One-Stop operator.

**Motion for the full board to accept the recommendation by the Executive Committee that ROSS be awarded the One-Stop-Operator contract made by David Dufour.**

**Seconded by Ben Adams.**

**All in favor; No objections.**

**Motion carries.**

- Based on the scoring and interview and, successful footprint in rural counties throughout the state and country, the Executive Committee recommends that the contract for Adult, Dislocated Worker contract be awarded to Career Team.

**Motion for the full board to accept the recommendation by the Executive Committee that Career Team be awarded the Adult, Dislocated Worker contract made by Latasha Harris.**

**Seconded by Ben Adams.**

**All in favor; No objections.**

**Motion carries.**

- Based on the historical outcomes and strong local presence of these service providers, the Executive Committee recommends that Communities in Schools be awarded the In-School Youth contract for Shelby County and Agape be awarded the Out-of-School Youth for Shelby County. To demonstrate intentionality and commitment to ensuring enhanced services in the rural counties, it is further recommended Career Team be awarded the In-School Youth and Out-of-School Youth contract for the Fayette, Lauderdale, and Tipton counties. The allocation of contracts funds will be distributed based on funding split ratios for each county.

**Motion for the full board to accept the recommendation by the Executive Committee that Communities in Schools be awarded the In-School Youth contract for Shelby County; Agape be awarded the Out-of-School Youth for the Shelby County; and Career Team be awarded the In-School Youth and Out-of-School Youth contract for Fayette, Lauderdale, and Tipton counties made by Joann Massey.**

**Seconded by Jackara Jones.**

**All in favor; No objections.**

**Motion carries.**

IV. Board Chair Comments- Meka Egwuekwe

A brief discussion occurred about the desire of some board members for a summary or synopsis, for context, of what led to recommendations for the purposes of future decision-making. Board Chair acknowledged the feedback and committed to providing more comprehensive information for future contract recommendations and RFPs.

V. Meeting adjourned at 9:12 a.m.