

**West Tennessee Workforce Development Board**  
**Local Workforce Development Area-11**  
**www.westtennesseecareers.org**

Board Meeting Minutes

July 27, 2017

**Board Members Present:**

Gem Bell	Kristie Bennett	Dawn Bramblett (P)	Vickie Bunch	Craig Butler
Adren Crawford	Pam Durbin (P)	Tim Ferguson	Allana Hamilton	David Johnson
Ricky King	Bob McNutt	Linda Randolph	John Smith	Mike Smith

**Board Members Absent:**

Donna Butler	Joe Coleman	Ben Ferguson	David Hunt	Debi Kenner
Stewart Stanfill	Joe Stephens	Jeff Thomas		

**Board Staff Present:**

Jimmy Bell	April Brown	Kena Hamm	Lucy Locke	Merita Stone
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**Guests Present:**

Joe Barker	Mark Chandler	Tracy Exum	Gina Hamilton	Lisa Hankins
Holly Wood				

**Welcome and Roll Call:**

Chairman Craig Butler welcomed everyone and introduced two new Board members, Dr. Allana Hamilton, JSCC President and Vickie Bunch, Manager of Workforce Development with the Jackson Chamber of Commerce. Roll call vote indicated a quorum was present.

**Approval of prior meeting minutes:**

A motion to approve the April 27, 2017 meeting minutes was made by John Smith and seconded by David Johnson. All were in favor and the motion passed.

The Chairman reviewed minutes from a special called Executive Committee meeting on June 14, 2017, where the Executive Committee met on behalf of the full Board to conduct business. The Executive Committee scored and reviewed proposals received for a One-Stop Operator through the RFP process. A roll call vote indicated that Southwest Tennessee Development District would become the One-Stop Operator for LWDA-11. There were no questions from the Board.

**Old Business:** No business at this time

**New Business:**

The Executive Committee recommends that the Board approve a request from Freed Hardeman University to add a nursing program to the ETPL. A motion to approve the nursing program from Freed Hardeman to the ETPL was made by Mike Smith and seconded by Tim Ferguson. All were in favor and the motion passed.

**Reports:**

WIOA, Financial and the American Job Center reports were included in each member's packet. Joe Barker and Lisa Hankins gave an update on the transition into the One-Stop Operator role and future WIOA goals. Holly Wood gave an update on the Business Services Team activities. Mark Chandler gave a West Tennessee Regional update.

**Other:** Removal of Board members with 3 consecutive absences.  
There are no members with 3 consecutive absences at this time.

A motion to adjourn was made by David Johnson and seconded by Bob McNutt. Meeting adjourned 11:05 a.m.

Motioned to approve minutes as written by: David Johnson Second by: Jeff Thomas Date: 10-26-17