

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

Board Meeting Minutes

October 26, 2017

**Board Members Present:**

Gem Bell	Kristie Bennett	Dawn Bramblett	Vickie Bunch	Craig Butler
Donna Butler (P)	Joe Coleman	Pam Durbin	Tim Ferguson	David Johnson
Debi Kenner (P)	Ricky King (P)	Bob McNutt (P)	Linda Randolph	Stewart Stanfill (P)
Jeff Thomas				

**Board Members Absent:**

Adren Crawford	Ben Ferguson	Allana Hamilton	David Hunt	John Smith
Joe Stephens				

**Board Staff Present:**

Jimmy Bell	April Brown	Lucy Locke	Merita Stone	Jimmy Honen
Madeline Johnson	Betsy Riley	Mike Smith		

**Guests Present:**

Karen Davison	Johnny Polk	Angie Scott	Bobby Smith	Gina Abbott
Sherry Fowler				

**Welcome and Roll Call:**

Chairman Craig Butler welcomed members and guests. Roll call vote indicated a quorum was present.

**Approval of prior meeting minutes:**

A motion to approve the July 27, 2017 meeting minutes was made by David Johnson and seconded by Jeff Thomas. All were in favor and the motion passed.

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

**New Business:**

The Executive Committee recommends that the Board approve a request from TCAT Whiteville to have a Patient Care Technology/Medical Assistant to the ETPL

The Executive Committee recommends that the Board approve the request to approve the extension all programs currently on the ETPL that are scheduled to end in 2017 for up to two more years.

A motion to approve both items listed above was made by David Johnson and seconded by Jeff Thomas. All were in favor and the motion passed.

**Reports:**

WIOA, Financial, American Job Center and the OSO reports were included in each member's packet. Angie gave an overview of the WIOA, AJC and OSO report. Jimmy Honen gave an overview of the financial report. The BST and West TN Regional Planning update will be emailed out to all members. Kristie Bennett introduced Karen Davison and Johnny Polk who gave an over view of the Career Coach and what they do. The Career Coach was available to Board members and guests to tour prior to or after the meeting.

**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 Kristie Bennett. Meeting adjourned 10:55 a.m.

Motioned to Approve by: David Johnson Second by: Ricky King Date: 2-22-18