

**NOTICE OF PUBLIC MEETING**  
**State Workforce Development Board**  
**May 17 & 18, 2012**

The State Workforce Development Board will hold its quarterly meeting in Nashville on May 17 & 18, 2012. The four standing committees will meet at 220 French Landing, Nashville, TN at 3:00 PM on Thursday, May 18, 2012. The full board will meet on Friday, May 18, 2012 at 9:00 AM at the Millennium Maxwell Hotel at 2025 Rosa Parks Boulevard, Nashville, TN 37228 in the Grand Ballroom.

The State Workforce Development Board is comprised of 36 members to provide effective leadership and guidance to Tennessee's Workforce Development System. The vision of the Workforce Board is to increase the competitive position of Tennessee businesses and attract new businesses through the development of a highly skilled workforce.

Individuals with disabilities who wish to participate in these proceedings should contact the Tennessee Department of Labor and Workforce Development to discuss any auxiliary aids or services needed to facilitate such participation. Such contact may be in person, by writing, telephone, or other means and should be made no less than ten days prior to the scheduled meeting date to allow time to provide such aid or service. Contact the Department of Labor and Workforce Development at telephone number 615-741-0354. Hearing impaired callers may use TTY 615-532-2879 or 1-800-848-0298. TDD (Voice) 1-800-848-0299.



**WORKFORCE DEVELOPMENT BOARD MEETING AGENDA**  
**Department of Labor & Workforce Development**  
**220 French Landing Drive**  
**Nashville, TN 37243**  
**May 17 & 18, 2012**

**Thursday, May 17, 2012**

Commissioner's Luncheon for Executive Committee 12:30 PM  
 (Millennium Maxwell House Hotel – Polk Board Room)

Staff Liaisons meet with Committee Chairs 2:00 PM  
 (220 French Landing Building)

Committee Meetings (**220 French Landing Conference Rooms**) 3:00 PM

Operations – **Workforce Development Conference Room (4<sup>th</sup> Floor)**  
 University of Memphis 2012 -2013 Contract and Budget proposal  
 AFL/CIO 2012 – 2013 Fee for Services Contract

Strategic Planning – **Conference Room 2A (2<sup>nd</sup> Floor)**  
 LWIA 4 Presentation  
 Financial Report Technical Assistance

Continuous Improvement – **Titan Conference Room (1<sup>st</sup> Floor)**  
 Incentives and Sanction Policy  
 Incentive Award

Policy – **Job Service Conference Room (4<sup>th</sup> Floor)**  
 Approved WIA & SESCEP Policies  
 Incentives and Sanction Policy  
 Workforce Development Updates  
 Methods of Administration – Element 3

Reception 5:00 PM  
 (Maxwell House Hotel – **Embassy Room**)



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**220 French Landing**  
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**Friday, May 18, 2012**

|  |          |
|--|----------|
| Continental Breakfast<br>(Maxwell House Hotel – <b>Praline’s Restaurant</b> )  | 7:30 AM  |
| Welcome<br><b>Wallace Grills, Chairman</b><br>State Workforce Development Board<br>(Maxwell House Hotel – Grand Ballroom)  | 9:00 AM  |
| Opening Remarks<br><b>Commissioner Karla Davis</b><br>Department of Labor & Workforce Development  | 9:10 AM  |
| Introduction of New Board Members<br>Roll Call/Conflict of Interest Statement  | 9:25 AM  |
| Approval of Minutes ( <i>vote required</i> )<br>March 9, 2012  |          |
| Workforce Development Updates<br><b>Susie Bourque, Asst. Administrator Workforce Development</b><br>Department of Labor and Workforce Development                  | 9:40 AM  |
| State Legislation Update<br><b>Karen Walker, Legislative Liaison</b><br><b>Omari Winbush, Legislative Liaison</b><br>Department of Labor and Workforce Development | 10:00 AM |
| Break  | 10:30 AM |

Customer Satisfaction Survey Update 10:45 AM  
**Lee Grehan, Associate Director**  
University of Memphis – Sparks Bureau of Business & Economic Research (SBBER)

Financial Report Update & Technical Assistance 11:00 AM  
**James Roberson, WIA Fiscal Liaison**  
Department of Labor & Workforce Development

Committee Reports 11:15 AM

Operations (**John Greeter**)

Strategic Planning (**James Barnes**)  
LWIA Local Plans (*vote required*)

Policy (**Guy Derryberry**)

Continuous Improvement (**Yolanda Shields**)

Incentive Award (*vote required*) 11:30 AM  
**Dan Holton, Grants Analyst/Continuous Improvement Staff Liaison**  
Department of Labor & Workforce Development

Partner Success Story  
**Melinda Williams, Asst. Administrator Marketing and Outreach Programs**  
Department of Labor & Workforce Development

Closing Remarks 11:45 AM  
**Wallace Grills, Chairman**

**Future Dates:**

September 20 & 21, 2012 (Executive Committee)  
December 6 & 7, 2012