

SPECIAL CALLED MEETING

LOCAL ELECTED OFFICIALS

Minutes

June 27, 2017

Call to Order

A meeting of the WIOA Local Elected Officials was held on Tuesday, June 27, 2017 at the Central Office located at 580 S. Jefferson Ave., Suite B, Cookeville, TN. Randy Porter, Chief Local Elected Official/Chairman, presided.

Roll Call

Members present were J. Michael Cross, Ben Danner, Mike Gannon, Steve Jones, Bobby Kinnaird, Randy Porter, Dale Reagan, and Tim Stribling. Richard Daniel joined the meeting after the roll call.

Reading of the Minutes:

Minutes from the last two meetings were accepted as presented on motion of Tim Stribling and seconded by Ben Danner. All voted in favor and the motion was approved.

Consideration of Approving the Local Workforce Development Board's Recommendation of a One-Stop Operator and Provider of Title I career Services:

Mr. Porter announced that there were four (4) proposals received: East Tennessee Human Resource Agency (ETHRA), Mid Cumberland Human Resource Agency (MCHRA), Rescare, and Upper Cumberland Development District (UCDD). Porter explained that he and LWDB Chairman Harrell Tolbert agreed that WIOA staff would score each proposal, present a "blind" score tab sheet to the Operations Committee, the Operations Committee would then recommend to the LWDB the entity they selected to award a contract for One-Stop Operator and provider of Title I Career Services. The Operations Committee, WIOA staff, and Porter met last Thursday evening to review and discuss the "blind" score tab sheet presented by WIOA staff. Porter explained that no company name was presented at the time so there was no bias toward any one proposer. Staff presented the score sheets with Company A, B, C, and D. Each section within the Request for Proposal was awarded a point value, which was reflected on the score tab sheet. Company B was selected by the Committee to be awarded a contract based on that company scoring the highest number of points and proposing the lowest contract amount. The amount proposed by Company B was still higher than what WIOA staff stated would be available for a contract, so the contract award was contingent on Company B agreeing to negotiate down to \$600,000 or less for the period of 06.30.17 through 06.30.18. If Company B was not willing to negotiate, Company A, as the next highest scorer and next lowest bid amount, would be offered the contract if they were willing to negotiate down to \$600,000 or lower.

Porter stated the LWDB met this morning prior to the LEO meeting. It was not until this morning during the LWDB meeting that Company B was revealed as Mid Cumberland Human Resource Agency. Ron Basham, WIOA Director, stated that MCHRA Executive Director, Jane Hamrick, e-mailed him prior to the LWDB meeting and agreed to negotiate a contract down to \$600,000 as requested. Following are each company's score out of a possible total of 100 and their contract bid amount:

East Tennessee HRA (Company A) – scored 75; bid \$854,832.00

Mid Cumberland HRA (Company B) – scored 97; bid \$667,348 (will negotiate down to \$600,000.00 or less)

ResCare (Company C) – scored 73; bid \$993,611.00

Upper Cumberland DD (Company D) – scored 71; bid \$876,877.00

Porter stated that during the LWDB meeting this morning, the Board voted to recommend to the Local Elected Officials that MCHRA be awarded the contract. He opened the floor for questions or discussion. Mike Gannon stated that he is really impressed with the way the process was done (i.e. Company A, B, C, D...blind score tab sheets) and, seeing as MCHRA was the highest point receiver and is willing to negotiate to the amount the Committee requested, he makes a motion to approve the recommendation of the LWDB and award a contract to MCHRA to be the Area 7 One-Stop Operator and Provider of Title I Career Services. Ben Danner seconded the motion. Richard Daniel asked how MCHRA would handle the current employees that will be affected by this. Porter stated that they agreed within their proposal that all current employees affected by this contract award will be given first right of interview for the positions. Joseph Johnson, Youth CAN Director, was at the meeting representing MCHRA. He announced to the Board that MCHRA's intention was to keep current staff so there is no gap in services for those serving clients. He advised that there may be some "tweaking" of current job descriptions to fit the needs of the Operator and Provider of Title I Career Services and that budgeting would have to be considered, but that all employees will have first right of interview for jobs that are subsequently posted. UCHRA Executive Director Luke Collins requested to speak. He stated that he hopes that MCHRA would consider hiring all the current staff that are affected by this change full-time as quickly as possible. He stated these employees are scared and worried about their job and their future. He said they are family to UCHRA as most have spent decades working here. He stated if it is possible, UCHRA is willing to retain the staff as UCHRA employees during the transition period and MCHRA could reimburse UCHRA for the associated costs for that time. Sean Monday, Team Lead with TDLWD, then addressed the Board and stated that these type of changes are occurring all across the state. He said that guidance he has received from the TDLWD is that a good scenario is for the One-Stop Operator and Provider of Title I Career Services to initially keep the current staff on a temporary basis and then evaluate their performance, look at their credentials, etc. and decide which employees are a good "fit" for their team and the scope of services they will provide. He stated it is being done that way in many Areas across the state.

Porter then addressed the Board and stated that they have to be real careful in how things are done here today. He told Luke that as UCHRA is now the Fiscal Agent, there is a required firewall between UCHRA and MCHRA and Luke needs to be very careful and not try to work any arrangements or agreements with MCHRA on their staffing, etc. The CLEO/LEO Board have the ultimate oversight and decision of this process and over the OSO Provider of Title I Career Services, not Luke/UCHRA. Luke apologized and stated the employees are important to him. Porter stated they are important to him, too, but he wants to make sure the Board is not doing anything wrong, either.

Mike Gannon then called for question of those in favor of the motion. A roll call vote was taken and all approved. Motion carried.

Consideration of Approving an Inter-local Agreement of Local Elected Officials as required by TDLWD:

Porter stated that this Agreement was e-mailed to all LEO's on 06.23.17. This Agreement outlines the responsibilities of the LEO's and the CLEO and is by and between the Local Elected Official (County Executive/County Mayor) of each county in LWDA 7. The Agreement was drafted based on an outline received and required by the Tennessee Department of Labor and Workforce Development. Some members stated they had not yet reviewed the Agreement. Porter stated that if enough of them have read and agree to the document, they can go ahead and vote to approve it. Or, they could go back and review the document and email Kim Cobble, WIOA Administrative Assistant, and let her know if they agree to sign. He stated that he believes they have to agree to the document since it is a requirement of WIOA and the TDLWD. Cobble stated that she had the policy if anyone wanted to see it. She and Pat Callahan, WIOA Specialist, went through the policy to ensure all required elements are included within the Agreement. Porter stated that he wants them to make sure they understand the Liability of Funds section under Article X of the Agreement. By signing this Agreement, each of them acknowledge that each county is responsible for misappropriated funds and each county's share will be prorated based on population. He reminded them, too, that this has been the agreement between the counties in the past and also, that UCHRA, as the Fiscal Agent, carries liability insurance and is bonded. He has talked with Luke to assure that UCHRA is and will remain bonded and continue to carry liability insurance. He stated that to his knowledge, no counties have had to pay money back in the past, but there was no guarantee going forward that would remain true. He wants to make sure each of them fully understand that. Motion was made by Steve Jones and seconded by Ben Danner to approve the Inter-Local Agreement. A roll call vote was taken and all approved. Motion carried.

Consideration of Approving the LWDA 7 PY 2016 Transitional Local Plan as was approved by the LWDB on May 2, 2017:

Porter stated that since WIOA staff did not have time to send this to the members prior to this meeting, Kim Cobble is going to read the report. The following is the report:

"The Local Workforce Development Board met on Tuesday, May 2, 2017 at 11:00 a.m. at the Upper Cumberland Human Resource Agency in Cookeville. Vice-Chairman Pete Story presided over the meeting.

*In its' first order of business, the Board approved a motion made by Luke Collins and seconded by Bob Young to award a One-Stop Operator Contract to the Upper Cumberland Development District. **UPDATE: Several things have changed since the meeting on 05.02.17 that make it no longer necessary for the Local Elected Officials to ratify this action. The Area Director and the Chief Local Elected Official were notified that the action of the Board to award a contract for One-Stop Operator was void and that the One-Stop Operator functions should be combined with the provider of Title I WIOA Services, therefore requiring a new RFP go out. A new RFP for a One-Stop Operator and provider of Title I WIOA Services has been advertised and is due no later than 2:00 p.m. on June 20, 2017.***

In its' second order of business, the Board approved the LWDA 7 PY 2016 Transitional Local Plan with Compliance Components/Documents as was emailed to them."

Cobble stated that since the LWDB approved the Plan, ratification of approval is needed by the LEO Board. Motion was made by Tim Stribling and seconded by Ben Danner. All voted in favor. Motion carried.

Adjournment:

Mike Gannon made a motion to adjourn and all voted in favor so the meeting adjourned.

 *Pete Story 7/18/17*