

NOTICE OF PUBLIC MEETING
(State Workforce Development Board Meeting)
May 18, 2007

The State Workforce Development Board will hold a meeting on Friday, May 18, 2007 at 8:30 a.m. This meeting will be held at the Millennium Maxwell House Hotel, Nashville, Tennessee. Committee meetings will be at 3:00 pm on Thursday, May 17, 2007 at the same location.

The State Workforce Development Board is comprised of 36 members to provide effective leadership and guidance to Tennessee's Workforce Development System. The Visions of the State Workforce Development 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, Labor Standards Division, Parkway Towers, Suite 1606, 404 James Robertson Parkway, Nashville, TN 37243-0657, Telephone (615) 741-2858. Hearing impaired callers may use TDD 1-800-255-5872.



WORKFORCE DEVELOPMENT BOARD MEETING AGENDA
Nashville, TN
Maxwell House Hotel
Thursday, May 17 & Friday, May 18, 2007

Thursday, May 17, 2007 – Committee Meetings		3:00 pm – 4:30 pm
	Continuous Improvement Committee	Johnson – 2 nd Floor
	Operations	Overton – 2 nd Floor
	Policy Committee	Polk – 2 nd Floor
	Strategic Planning Committee	Titan – 9 th Floor
Reception		5:00 pm
Friday, May 18, 2007 – State Workforce Development Board Meeting		
	Continental Breakfast	7:30 am
	Welcome	8:30 am
Tab 1	Roll Call/Conflict of Interest Statement	
	Approval of Minutes (<i>vote required</i>)	
	Wallace Grills, Chairman	
	State Workforce Development Board	
	Opening Remarks	
	James Neeley, Commissioner	
	Department of Labor and Workforce Development	
Tab 2	Allocations	
Tab 3	Career Readiness Certificates	
	Susan Cowden, Administrator	
	Department of Labor and Workforce Development	
	EEO	8:40 am
	Kevin Malone, TITLE	
	USDOL	



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| Tab 4 | LWIA Plan Approval (<i>vote required</i>)
James Barnes, Chairman, Strategic Planning Committee
State Workforce Development Board | 9:00 am |
| Tab 5 | Incentive Award Announcement/Approvals (<i>vote required</i>)
Dan Holton, Program Manager | 9:20 am |
| Tab 6 | Contract Proposals (<i>vote require</i>)
Susan Cowden, Administrator
Department of Labor and Workforce Development | 9:30 am |
| Tab 7 | Share Network Update
Tenecia Mitchell, Program Manager
Department of Labor and Workforce Development | 9:45 am |
| | BREAK | 10:00 am |
| Tab 8 | Incumbent Worker Update
Jim Alford, Program Manager
Department of Labor and Workforce Development | 10:15 am |
| Tab 9 | Disability Navigator Report
Joy Margrave, Disability Navigator Lead
LWIA 3 | 10:30 am |
| Tab 10 | University of Memphis (DOLCE VITA)
Lee Grehan, Research Associate Professor/Assistant Director
Sparks Bureau of Business and Economic Research/Center for
Manpower Studies | 10:45 am |



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Committee Reports 11:15 am

Continuous Improvement Committee
Iiff McMahan, Committee Chair

Operations Committee
John Greeter, Committee Chair

Tab 11 Policy Committee
Jerry Anderton, Committee Chair

Strategic Planning Committee
Jim Barnes, Committee Chair

Review of Board Vacancies 11:45 am
Closing Remarks
Wallace Grills, Chairman
State Workforce Development Board

Adjourn Noon

Proposed future dates:
December 6 – 7 (Location to be announced)

State of Tennessee
U.S. Department of Labor Civil Rights Center
Methods of Administration Training



Agenda – Day 1
Wednesday, May 16, 2007

Registration/Breakfast	7:30 a.m. – 8:30 a.m.
Welcome & Introductions (Grand Ballroom East)	8:30 a.m. – 9:00 a.m.
Commissioner James Neeley Susan Cowden, Administrator of Workforce Development Annabelle Lockhart, USDOL	
Welcoming Address – Annabelle T. Lockhart, Director U.S. Civil Rights Center	
Conference Overview & Introduction of Participants	9:00 a.m. – 9:45 a.m.
Kevin Malone, Special Assistant, Office of Compliance Assistance and Planning - USDOL	
Denise Sudell, Senior Policy Advisor - USDOL	
Pir Ahmad, Equal Opportunity Specialist, Office of Compliance Assistance and Planning - USDOL	
Presentation & Group Activity	9:45 a.m. – 10:45 a.m.
<u>Element 1: Designation of State and Sub-State Level EO Officers</u> Kevin Malone/Jewel Crawford	
Break	10:45 a.m. – 11:00 a.m.
Presentation	11:00 a.m. – Noon
<u>Element 2: Notice and Communication</u> Pir Ahmad/Eddie Scott	
Lunch (Crown Ballroom)	12:00 p.m. – 1:30 p.m.
Luncheon Speaker – Shalini Rose, Esq. Acting Executive Director/General Counsel Tennessee Human Rights Commission	
Presentation and Group Activity	1:30 p.m. – 2:30 p.m.
Element 3: Assurances Kevin Malone	
Break	2:30 p.m. – 2:45 p.m.
Presentation	2:45 p.m. – 3:45 p.m.
<u>Element 4: Universal Access</u> Pir Ahmad	
Wrap-Up/Evaluation	3:45 p.m. – 4:30 p.m.

State of Tennessee
U.S. Department of Labor Civil Rights Center
Methods of Administration Training

Agenda – Day 2
Thursday, May 17, 2007

Registration/Breakfast	7:30 a.m. – 8:30 a.m.
Presentation and Group Activity <u>Element 5:Disability</u> Denise Sudell/Joy Margrave	8:30 a.m. – 10:15 a.m.
Break	10:15 a.m. – 10:30 a.m.
Presentation <u>Element 5: Disability (cont'd)</u> Denise Sudell	10:30 a.m. – 12:00 p.m.
Lunch (Grand Ballroom East)	12:00 p.m. – 1:00 p.m.
Presentation <u>Element 6: Data Collection and Maintenance</u> Pir Ahmad/ Dan Holton, Joey Czarneski , Narendra Amin	1:15 p.m. – 2:15 p.m.
Presentation <u>Element 7: Monitoring for Compliance</u> Kevin Malone/Anita White/Paul Stewart	2:00 p.m. – 3:00 p.m.
Break	3:00 p.m. – 3:15 p.m.
Presentation and Group Activity <u>Element 8: Complaint Processing Procedures</u> Pir Ahmad/Tenecia Mitchell	3:15 p.m. – 4:00 p.m.
Presentation <u>Element 9: Corrective Actions and Sanctions</u> Kevin Malone	4:00 p.m. – 4:45 p.m.
Conference Summary/Evaluation	4:45 p.m. – 5:00 p.m.
Reception (Crowne Ballroom)	5:00 p.m.

"The Tennessee Department of Labor and Workforce Development is an equal opportunity employer/program and equal access; auxiliary aids and services are available upon request to individuals with disabilities."

"El Departamento de Trabajo y Desarrollo de la Fuerza Laboral de Tennessee es un empleador/programa de oportunidades iguales, y cuenta con ayudas y servicios auxiliares a solicitud para las personas con discapacidad."