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 – 2nd Floor

Operations
Overton – 2nd Floor

Policy Committee
Polk – 2nd Floor

Strategic Planning Committee
Titan – 9th 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
Approval of Minutes (vote required)
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
Kevin Malone, TITLE
USDOL

8:40 am
WORKFORCE DEVELOPMENT BOARD MEETING AGENDA
Nashville, TN
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Tab 4  LWIA Plan Approval (*vote required*)
       James Barnes, Chairman, Strategic Planning Committee
       State Workforce Development Board
       9:00 am

Tab 5  Incentive Award Announcement/Approvals (*vote required*)
       Dan Holton, Program Manager
       9:20 am

Tab 6  Contract Proposals (*vote required*)
       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

Tab 8  Incumbent Worker Update
       Jim Alford, Program Manager
       Department of Labor and Workforce Development
       10:00 am

Tab 9  Disability Navigator Report
       Joy Margrave, Disability Navigator Lead
       LWIA 3
       10:15 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
WORKFORCE DEVELOPMENT BOARD MEETING AGENDA
Nashville, TN
Maxwell House Hotel
Thursday, May 17 & Friday, May 18, 2007

Committee Reports

Continuous Improvement Committee
Iliff McMahan, Committee Chair

Operations Committee
John Greeter, Committee Chair

Policy Committee
Jerry Anderton, Committee Chair

Strategic Planning Committee
Jim Barnes, Committee Chair

Review of Board Vacancies
Closing Remarks
Wallace Grills, Chairman
State Workforce Development Board

Adjourn

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

Element 1: Designation of State and Sub-State Level EO Officers
Kevin Malone/Jewel Crawford

Break 10:45 a.m. – 11:00 a.m.

Presentation 11:00 a.m. – Noon

Element 2: Notice and Communication
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.

Element 4: Universal Access
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  8:30 a.m. – 10:15 a.m.
Element 5: Disability
Denise Sudell/Joy Margrave

Break  10:15 a.m. – 10:30 a.m.

Presentation  10:30 a.m. – 12:00 p.m.
Element 5: Disability (cont’d)
Denise Sudell

Lunch (Grand Ballroom East)  12:00 p.m. – 1:00 p.m.

Presentation  1:15 p.m. – 2:15 p.m.
Element 6: Data Collection and Maintenance
Pir Ahmad/Dan Holton, Joey Czarneski, Narendra Amin

Presentation  2:00 p.m. – 3:00 p.m.
Element 7: Monitoring for Compliance
Kevin Malone/Anita White/Paul Stewart

Break  3:00 p.m. – 3:15 p.m.

Presentation and Group Activity  3:15 p.m. – 4:00 p.m.
Element 8: Complaint Processing Procedures
Pir Ahmad/Tenecia Mitchell

Presentation  4:00 p.m. – 4:45 p.m.
Element 9: Corrective Actions and Sanctions
Kevin Malone

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."