NOTICE OF PUBLIC MEETING  
(State Workforce Development Board Meeting)  
December 4 & 5, 2008

The State Workforce Development Board will hold a meeting on Friday, December 5, 2008 at 9:00 am at the Department of Labor and Workforce Development Building located at 220 French Landing, Nashville, TN. The standing committees will meet at 3:00 pm on Thursday, December 4, 2008 on the 4th floor of the 220 French Landing building. Those committees are: Operations, Strategic Planning, Continuous Improvement and Policy.

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, Workforce Development Division, 220 French Landing Drive, Nashville, Tennessee. 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.

The TN Department of Labor and Workforce Development is committed to principals of equal opportunity, equal access, and affirmative action. Auxiliary aids and services are available upon request to individuals with disabilities.
Thursday, December 4, 2008:

Commissioner’s Luncheon for Executive Committee 12:00 PM
(Maxwell House Hotel – Overton Board Room)

Staff Liaisons meet with Committee Chairs 1:30 PM
(220 French Landing Building)

Committee Meetings 3:00 PM
(All committee meetings will be at 220 French Landing on the 4th Floor.)

Operations Committee – Workforce Development Conference Room – 4th Floor
Dept. of Children Services Contract – Lane Simpson
Career Readiness Certificates
Results of Listening Tour – Susan Cowden
Local Perspective – David Shanks, Jan McKeel, Henry Lewis
Dept. of Corrections – Jay Willoughby
Establish Goals for 2009

Strategic Planning Committee – ES Administrative Conference Room – 4th Floor
Date for 2009 Planning Meeting – April 2 & 3
Results of Phase 2
Questions for Phase 3

Continuous Improvement Committee – Adult Education Conference Room – 4th Floor
Incentives & Sanctions Policy (Recommendation to Policy Committee)

Policy – Job Service Conference Room – 4th Floor
Incentives & Sanctions Policy
Member Attendance

Reception 5:00 PM
(Maxwell House Hotel – International Room)
Friday, December 5, 2008:

Continental Breakfast 7:30 AM
(Maxwell House Hotel – Maxwell’s Lounge)

Welcome (220 French Landing, 1st Floor Conference Room) 9:00 AM
Wallace Grills, Chairman
State Workforce Development Board

Introduction of New Members – Andy Berke
James Kerley
Richard Montgomery
Kay Nixon
Deborah Reed

Roll Call/Conflict of Interest Statement

Approval of Minutes (vote required)
May 16, 2008 (Full Board Meeting)
September 25, 2008 (Executive Committee Meeting)

Opening Remarks 9:30 AM
James Neeley, Commissioner
Department of Labor and Workforce Development

Second Annual Jim Alford Award 9:45 AM
Pat Bleecker, Incumbent Worker Program
Workforce Development Updates  
**Susan Cowden, Administrator**  
Goals for 2008/2009

Employer Incentives  
10:15 AM

Work Opportunity Tax Credit Program  
**Roger Littlejohn, State WOTC Coordinator**

Retention Payments through Families First  
**Candace Sneed, Economic & Community Development**

Break  
10:45 AM

Demonstration of Dolce Vita  
Lee Grehan  
11:00 AM

Committee Reports  
11:20 AM

- Operations *(John Greeter)*  
- Strategic Planning *(J.M. Barnes)*  
- Continuous Improvement *(Iliff McMahan)*  
- Policy *(Jerry Anderton)*

Opportunity for Change in Committee Makeup  
Wallace Grills, Chairman  
11:45 AM

Closing Remarks  
Wallace Grills, Chairman  
12:00 PM

**Future Dates:**  
March 12 & 13, 2009  
April 2 & 3, 2009 (Planning Committee)  
May 14 & 15, 2009  
September 24 & 25, 2009 (Executive Committee)  
December 3 & 4, 2009