

**North Central Arkansas
Workforce Development Board
September 11, 2019
Minutes**

The North Central Arkansas Workforce Development Board convened on September 11, 2019, beginning at 10:30 a.m. The meeting was conducted at University of Arkansas Community College at Batesville, 2005 White Drive, Batesville, Arkansas. Chair Pam Williams presided with the following members present: Ben Baxter, Regina Burkett, Kimberly Clayborn, Gayle Cooper, Shayne Gaither, Raye Ann Hager, Alvin Hearyman, Garry Lawrence, Sherry Organ, and Jamie Rayford. Jada Ragland and Angela Ryland were present through telephone.

Others Present: Elizabeth Smith, Andrea Lee, Amber Neal, Mitzi Hargan, Byron Southerland, Greg Miller, Ronda Ivy, Tamika Speed, Lynn Poff, Antonio Garcia, Amanda Chapman, Tonya Crawford, Jamie Hill, Jan Smith, Carrie McIntosh, Wendy Howard, Bree DeShazo, Angela Davis, Edward Myers, and Robin Tate

Board Chair Pam Williams called the meeting to order at 10:30 a.m. upon seeing a quorum.

Chair Pam Williams asked if there were any corrections or revisions to the June 12, 2019 board meeting minutes. Hearing none, a motion to accept the June 12, 2019 board meeting minutes was made by Alvin Hearyman and seconded by Ben Baxter. The motion carried unanimously with none opposed.

On August 8, a phone conference was held to discuss and approve changes to the NCA WDB Procurement Policy. The changes included additional information regarding sealed bids, competitive proposals, request for qualifications, and selection of one-stop operators. The phone conference minutes were presented to the full board for review and approval. Chair Williams asked if there were any questions or comments. Hearing none, Garry Lawrence made a motion to approve the phone conference minutes approving the updated Procurement Policy. Alvin Hearyman seconded. The minutes were approved unanimously with none opposed.

Byron Southerland then gave a financial report. He informed the board of a move of over \$200,000 in funds from Dislocated Worker to Adult, due to higher enrollments and expenses of the Adult program than the Dislocated Worker program and he explained that the funds could be better utilized in the Adult program. He also explained that since all the funding of the National Dislocated Worker Grant (formerly known as National Emergency Grant) AR-29 program was not expended, the remaining funds of \$35,165.34 had been reallocated back to the state.

Chair Williams recognized Regina Burkett to discuss the One Stop Operator Procurement. Ms. Burkett presented information regarding the procurement of the One Stop Operator. She explained that the only complete submission was from White River Planning and Development District, Inc. Regina Burkett and Garry Lawrence recused themselves from voting due to the fact they are also on the White River Planning and Development District Board. Chair Williams asked for any questions or comments before voting on the selection of the One Stop Operator. Hearing none, Jamie Rayford made a motion to approve White River Planning Development District to remain the One Stop Operator. Alvin Hearyman seconded and all were in favor. The motion passed unanimously with none opposed.

Ms. Elizabeth Smith discussed the procurement of a youth training provider. She explained that three organizations had responded to the advertisement. The organizations were scored and Myers-Davis

had the best scores in the matrix. Chair Williams asked for any questions or comments before voting. There was discussion on how the organization will assist North Central WIOA with the youth program participants. Having no further discussion, Chair Williams asked for a motion on the procurement of Myers-Davis. Angela Ryland made a motion to approve the youth training provider Myers-Davis. Ben Baxter seconded and the motion passed unanimously with none opposed.

Ms. Smith welcomed Raye Ann Hager to present what is going on at the center in Batesville. Ms. Hager described what a participant may experience at a center and how they are helped. She handed out some flyers that included several resources and partner services a client could benefit from.

Ms. Williams then called Angela Goodwin to discuss and seek approval on two policies. Ms. Goodwin presented the Incumbent Worker Training policy. Ms. Goodwin described what an incumbent worker is and how the assistance can help not only the participants but organizations they work for as well. Chair Williams asked for a motion to approve the Incumbent Worker Policy. Garry Lawrence made a motion to approve the policy and Regina Burkett seconded. The policy was approved unanimously.

The updated procurement policy that was approved during the previous phone conference was then presented. Chair Williams asked for a motion to approve the procurement policy. Alvin Hearyman made a motion to approve and Angela Ryland seconded. The motion passed unanimously.

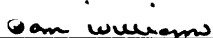
Ms. Goodwin presented the Arkansas Consumer Report System printout which contains the approved programs in the North Central area. She explained how the programs have to be updated by the schools annually before they expire and described how she notifies the school representatives when the expiration date is nearing. Chair Williams requested a motion to approve the current list of approved programs. Garry Lawrence made a motion to approve the list and Ben Baxter seconded. The motion passed unanimously.

Ms. Goodwin discussed the interest of allowing cosmetology back into the North Central Board's list of eligible programs, which the NCA WDB had voted to disallow in June of 2016. There was discussion of why this was removed previously. It was decided that a follow-up report to discuss any issues going forward with cosmetology participants be presented at future meetings. Chair Williams requested a motion to allow cosmetology on the North Central WIOA approved programs list. Ben Baxter motioned to allow cosmetology and Alvin Hearyman seconded. The motion passed unanimously to approve cosmetology as an allowable program.

Elizabeth Smith gave an update on the One-Stop Centers explaining the new procedures for the centers through a handout that was previously given.

Ms. Goodwin then presented information on program participation. She informed the board that since July 1, 2019, North Central WIOA has served 208 Adults, 24 DLW, 35 ISY, and 59 OSY. \$724,953.65 has been spent on Individual Training Accounts, \$62,941.31 on housing assistance, \$11,568 on child care, \$9,635.23 on fuel, and \$171,874.29 on other supportive services.

With no further business, Ben Baxter made a motion to adjourn the meeting. Garry Lawrence seconded and the meeting was adjourned.



Pam Williams, Board Chair

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