

North Central Workforce Development Board Meeting
June 8, 2016 – 10:30 a.m.
Josie's Restaurant
Minutes

Members Present:

Ben Baxter, Zach Branscum, Regina Burkett, Kimberly Clayborn, Pat Dunegan, Shayne Gaither, Kendrick Ketchum, Garry Lawrence, Tim London, Darrell Moore, Randy Ratliff, Keith Slaten, Darline Tucker, Nancy Whitmire, Pam Williams and Micah Woods

Members Represented by Proxy:

Les Eaves and Steve Roofener

Others Present:

Arnold Harris, Coordinator with Career and Technical Education (CTE) Council, Kay Price, Local Manager, DWS, Judy Duncan, AOC, DWS, Arnell Willis and Tanya Plunkett, ADWS, Lisa Earls and Denise Wilson, AR Rehab, Joey Walter, AR Dept. of Career Education and Angela Goodwin, Lynn Haas, and Van Thomas, WRPDD

A meeting of the North Central Arkansas Workforce Development Board was called to order at 10:30 a.m. by Chairman Randy Ratliff on June 8, 2016. Chairman Ratliff gave a report on the board training sponsored by the Arkansas Dept. of Workforce Services and U.S. Dept. of Labor on April 27 in Little Rock. He stated that the training covered three main topics including local plan development, strategic versus tactical action and high impact workforce boards. Our North Central area was very well represented with 15 out of 25 board members attending.

Chairman Ratliff then called for approval of the minutes of the previous meeting which had been distributed earlier by mail. On a motion by Garry Lawrence and second by Pam Williams, the minutes of the meeting were approved unanimously.

Lynn Haas distributed a handout on the Program Year 2016 funding allocations from the DOL. She stated that formula funds including Adult, Youth and Dislocated Worker are allocated each year and cover a two-year period. The Youth funds generally come in May and Adult and DLW in July and October. Our adult allocation this year is about \$718,000, an increase of \$76,000; the DLW allocation is \$467,000, a decrease of \$235,000; and the youth funds received in May was \$725,000, an increase of \$66,000.

Ms. Haas presented the proposed WIOA budget for PY 2016 that was mailed out in the packet for the board's review and input. She stated that according to the regulations, the board is responsible for developing the budget, and the Chief Elected Officials is the body that approves the budget. There were no revisions by the board. The projected operating budget is for approximately \$3 million and will be presented to the CEO's for approval at their meeting this month.

Ms. Haas and Van Thomas discussed the requirement of developing a one-stop operator procurement plan. The plan must be submitted to the Department of Workforce Services by June 30, 2016 of this year to procure a one-stop operator and implement it by July 1, 2017. They explained that under WIOA, there is a possibility that agencies will no longer be able to be the one-stop operator as well as the Service Provider/Administrative and Fiscal Entity. This will not be known until the final regulations are issued. Currently, White River Planning and Development District is all inclusive, therefore, is not allowed to have any part in the development of the Request for Proposal/Qualifications and issuance of it.

After discussion, it was the consensus of the board that the One-Stop Committee would work to develop the RFP and send to other board members for their review and recommendation. Based on a draft issuance from the state, the plan should include the following: Who will prepare the RFP/RFQ; what organization will issue it; what role will the board play; what committees will be involved and what is the timeline to have it in place by 6/30/17. Board approval was not required at this time in order to submit the procurement plan.

Nancy Whitmire presented the results of the employer survey conducted recently. She stated that the purpose of the survey was to determine which "soft skills" local employers are needing, determine if the employers would give preference to prospective employees that had completed a pre-employment program through Adult Education Centers, determine which credentials were required and/or recognized by employers, determine the employers' training needs for the next 12-18 months, and open a line of communication between employers and the NCWDB. Based on the excellent response rate of 45% (46 out of 102), consistent attendance ranked at the top, followed by teamwork, customer service, troubleshooting, critical thinking, computer skills and reading work related instructions. Some of the basic/core skills ranked low in importance such as business writing, math, and interviewing resumes. There is a potential now for creating a pre-employment program through Adult Ed.

Ms. Haas distributed the proposed additional assistance policy for youth. Each local area is required to establish such a policy to define the additional assistance barriers that participants have to enter or complete an educational program or to secure and hold employment. Under the regulations, there are three requirements of the policy: it must be reasonable, quantifiable and based on evidence that the specific characteristics of the youth identified in the policy objectively require additional assistance. She reported that the Youth Committee met this morning to review the policy and recommended that the board approve the policy as presented. On a motion by Garry Lawrence and second by Pam Williams, the policy was approved unanimously.

Ms. Haas presented a Memorandum of Understanding/Resource Sharing Agreement (MOU/RSA) for the board's approval that had WRPDD as the provider. Our plans were to update the MOU according to the final regulations, but those have not been received and an official document needs to be in place until then. She stated that the MOU spells out how the partners at the various workforce centers work together as partners to deliver services and how the resources will be utilized to better serve the customers. The RSA breaks down the amount each partner at the workforce centers in Newport, Batesville and Searcy will contribute for the

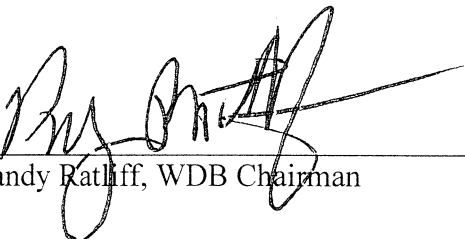
common costs such as utilities, rent, and phone lines and is based on square footage. We work with DWS to determine those costs each year. Ms. Haas went over the costs per center. On a motion by Tim London and second by Zach Branscum, the MOU/RSA was approved unanimously.

In other business, Chairman Ratliff stated that he had appointed the following persons as Chair and Vice Chair of each committee: Youth – Steve Hall, Chair, and Angela Ryland, Vice Chair; Disabilities – Kimberly Clayborn, Chair, and Paul Lee, Vice Chair; and One-Stop – Nancy Whitmire, Chair, and Pam Williams, Vice Chair.

Arnell Willis with DWS talked about a meeting with DOL in Dallas that he and DWS Director Bassett attended. He stated that each area needs to utilize the Registered Apprenticeship Program and serve more hard-to-serve participants. He added that grant opportunities for registered apprenticeships will be available in the future with 25 positions for each area.

Chairman Ratliff announced that the dates for the September and December meetings are both Wednesday, the 14th.

There being no further business, the meeting adjourned on a motion by Garry Lawrence and second by Pam Williams.



Randy Ratliff, WDB Chairman