

North Central Arkansas Workforce Development Board Meeting
December 13, 2017 – 10:00 a.m.
UACCB Independence Hall – Batesville, AR
Minutes

Members Present: Garry Lawrence, Randy Ratliff, Sherry Organ, Ben Baxter, Darrell Moore, Micah Woods, Gayle Cooper, Jamie Rayford, Regina Burkett, Darline Tucker, Pat Dunegan, Jada Ragland, and Pam Williams

Members Absent: Zach Branscum, Kimberly Clayborn, Brian Robinson, and Angela Ryland

Members Represented by Proxy: Tim London, Alvin Hearyman, Shayne Gaither, Steve Roofener, and Keith McClanahan

Others Present: Kay Price, Judy Duncan, Mitzi Hargan, Carrie McIntosh, Byron Southerland, Wendy Howard, Shalon Bogard, Greg Miller, Lynn Poff, Dustin Emerson, Nancy Whitmire, Jan Smith, and Trish Miller

A meeting of the North Central Arkansas Workforce Development Board was called to order at 10:08 a.m. by Board Chair Pam Williams on December 13, 2017. Board Chair Williams announced a correction to the September board minutes. The advertisement for the One-Stop Operator was performed correctly previous to the June meeting. However, the monitors did not have this information and the board could not vote on it. Proof of advertisement was provided to the state and it was approved. Williams called for an approval of the minutes of the previous meeting as corrected. A motion was made by Randy Ratliff and second by Garry Lawrence, the minutes were approved unanimously.

Angela Goodwin discussed the Infrastructure Funding Agreement. She updated the board on the progress and explained it is to be in addition to the completed Memorandum of Understanding already in place between the partners. The agreement is aligned with the One-Stop Operator having responsibility for paying operating costs of the Workforce Centers. It is expected to go into effect January 1, 2018.

Goodwin updated the board on the National Emergency Grants. The NEG 28 funds, which covered the storms from December of 2015, have exhausted. The NEG 29 program, which covers April/May 2017 storm damage, is in full swing. She informed the board of the expiration of June 30, 2018, but an extension is expected to be approved due to the fact the funds were not available until October.

Byron Southerland gave the One Stop Operator Budget Report. As of the end of October, \$12,662.92 had been allocated for One Stop activities, which is 15.9% of the requested funding.

The board then broke into two groups. The Youth Committee moved to another room to discuss the proposed policies that affect the youth program specifically. The remaining board members discussed the other proposed policies.

The Youth Committee discussed the Adult Mentoring Policy, Supportive Services Policy for Youth, Youth Incentive Policy, and Additional Assistance for Youth Policy. Procedures on

the following were discussed: requiring mentoring to be no less than quarterly, transportation obstacles, proof of attendance for continued supportive services, unsubsidized employment incentive, and proof of youth raised in single parent household. These discussions did not lead to a change in the policies. Gayle Cooper motioned to approve the youth policies as written, and Sherry Organ seconded. Approval was unanimous.

After the Youth Committee rejoined the full board, Ms. Goodwin shared questions raised over the youth policies. The board then had an opportunity to ask any remaining questions over all the proposed policies, and none were brought forward. Policies on National Dislocated Worker Grant, Individual Training Account (ITA), Work Experience, and Issuance of Policies were tabled. A minor change to the Confidentiality Policy was suggested to remove the phrase prohibiting recording of phone calls without consent. A request to approve all remaining proposed policies was made by Pam Williams. Regina Burkett made a motion to approve and Pat Dunegan seconded. Approval was unanimous. The approved policies include Adult Mentoring, Co-Enrollment and Co-Funding, Confidentiality (with deletion mentioned above), Eligible Training Provider, Follow-Up, On-the-Job Training (OJT), Priority of Services-Adult, Priority of Service-Barriers, Priority of Service-Vets and Eligible Spouses, Self-Sufficiency, Supportive Service, Youth Additional Assistance, Youth Incentive, and Youth Supportive Services. A motion was made by Ben Baxter to allow the tabled policies to be reviewed and approved by the Executive Committee by email once they have been corrected, and this motion was seconded by Randy Ratliff. Approval was unanimous.

Donetta Bradford gave a report on current participants served on the WIOA program and what services they are receiving.

Jamie Rayford has been working on a website for the board. She brought forward two possible choices for a URL name. NCAWORKS.COM was selected by the board as the best choice. Ben Baxter made a motion to move forward with the website as named and Garry Lawrence seconded. All were in agreement and the motion carried.

With no further business, Randy Ratliff made a motion to adjourn the meeting and Garry Lawrence seconded. The meeting was adjourned at 11:43 a.m.

Pam Williams
Board Chair Pam Williams