

NORTHWEST ARKANSAS LOCAL WORKFORCE DEVELOPMENT BOARD
Wednesday, March 3, 2021, 11:00 a.m.
Via Zoom

Agenda

Call to Order – Introduce GuestsJohn Dyess

Staff ReportPatty Methvin

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Updated Workforce Budget2

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- Minutes of December 2, 2020 LWDB meeting
- Eligible Training Provider Programs

Announcements/Other Business

Adjourn

Mark your calendars for these upcoming meeting dates:

- NW Workforce Development Board Meeting Wednesday, June 2, 2021
- NW Workforce Development Board Meeting Wednesday, September 1, 2021
- NW Workforce Development Board Meeting Wednesday, December 1, 2021

Northwest Arkansas Economic Development District

PY 20 Planning Budget-Revised 02/04/2021

ADMIN REVENUE	TOTAL	NEG AR31	TANF	AREA	AREA II	AAPI	TOTAL FORMULA	YOUTH	ADULT	DLW
PY 17 Allocation	-						-			
PY 17 Allocation	6,847.82				6,847.82		-			
PY 19 Allocation	43,557.78	36,181.98					7,375.80	7,375.80		
PY 20 Allocation	-						-			
PY 20 Allocation	71,716.00						71,716.00	54,438.00	8,015.00	9,263.00
PY 21 Allocation	135,363.00		53,901.00				81,462.00		36,996.00	41,466.00
Total Allocation	257,484.60	36,181.98	53,901.00	-	6,847.82	-	160,553.80	61,813.80	48,011.00	50,729.00
Total Available Admin	257,484.60	36,181.98	53,901.00	-	6,847.82	-	160,553.80	61,813.80	48,011.00	50,729.00
ADMIN BUDGET										
Salaries & Wages	67,640.00	14,974.98	10,794.00		5,900.00		35,971.02	13,848.97	10,756.33	11,365.70
Payroll Expenses - Other	1,155.00						1,155.00	444.68	343.38	364.94
Fringe Benefits	9,000.00	5,038.00	2,842.00		947.82		172.18	66.29	51.48	54.40
ITA-Admin Costs	148,051.00	15,672.00	39,863.00				87,514.00	33,693.21	26,169.64	27,631.15
Communication - Telephone	625.00	497.00	100.00				28.00	10.78	8.37	8.85
Computer Software Maint/Revsals	235.00						235.00	90.48	70.27	74.25
Misc Fuel	90.00						90.00	34.63	26.91	28.44
Bank Service Fee	635.00						635.00	244.48	189.89	200.64
Materials & Supplies	110.00		100.00				10.00	3.85	2.99	3.16
Membership/Club/Pro Activity	31.00						31.00	11.94	9.27	9.79
Printing & Reproduction	120.00		100.00				20.00	7.70	5.98	6.32
Rent - Bldg/Storage	132.00						132.00	50.82	39.47	41.71
Travel Training & Education	696.00						696.00	267.96	208.13	219.91
Mileage - Travel	642.00		100.00				542.00	208.67	162.08	171.25
Total Salaries & Overhead	224,162.00	36,181.98	53,901.00	-	6,847.82	-	127,231.20	48,584.48	38,046.42	40,200.30
Everyone July - Sept 2021	33,322.60	-	-	-	-	-	33,322.60	12,829.32	9,964.58	10,528.70
Total Admin Budget	257,484.60	36,181.98	53,901.00	-	6,847.82	-	160,553.80	61,813.80	48,011.00	50,729.00
PROGRAM REVENUE										
PY 16 Allocation	101,054.71					101,054.71	-			
PY 17 Allocation	116,189.19			116,189.19			-	-	-	-
PY 17 Allocation	413,740.36				413,740.36		-			
PY 19 Allocation	569,845.80	331,995.04					237,848.96	237,848.96		
PY 20 Allocation	523,528.25						523,528.25		192,288.33	331,239.92
PY 20 Allocation	645,461.00						645,461.00	489,947.00	71,138.00	83,376.00
PY 21 Allocation	2,519,396.00		1,786,217.00				733,179.00		389,971.00	373,202.00
Total Allocation	4,889,209.31	331,995.04	1,786,217.00	116,189.19	413,740.36	101,054.71	2,140,012.21	727,796.96	624,367.33	787,817.92
Total Available Program	4,889,209.31	331,995.04	1,786,217.00	116,189.19	413,740.36	101,054.71	2,140,012.21	727,796.96	624,367.33	787,817.92
								34%	29%	37%
Program Budget										
Salaries & Wages	624,508.00	7,731.52	103,140.00	43,492.63	83,671.79	2,848.68	383,623.38	130,466.51	111,930.86	141,226.00

Northwest Arkansas Economic Development District

PY 20 Planning Budget-Revised 02/04/2021

Payroll Expenses - Other	7,793.00						7,793.00	2,630.32	2,273.79	2,868.89
Fringe Benefits	135,144.00	2,967.16	27,592.00	13,843.66	23,149.00	1,633.20	63,916.98	21,737.53	18,649.24	23,530.21
PA-Medic Costs	140.00						140.00	47.61	40.83	51.54
Outreach	125.00						125.00	42.51	36.47	46.02
Postage	4,655.00	100.00				130.00	4,405.00	1,488.10	1,283.26	1,621.64
Communication - Telephones	10,250.00	1,737.00	2,500.00	2,850.00	250.00	500.00	2,413.00	820.64	704.05	888.31
Depreciation Exp	6,775.00						6,775.00	2,304.11	1,976.76	2,494.13
Equipment	1,750.00		1,750.00				-			
IFA Costs	29,716.00						29,716.00	10,106.12	8,670.32	10,939.56
INTEREST EXPENSE	585.00						585.00	198.93	170.69	213.36
Motor Pool	1,581.00						1,581.00	537.68	461.29	582.02
Materials & Supplies	12,310.00	953.00	3,750.00	1,380.50	2,351.00	389.00	3,486.50	1,183.72	1,017.27	1,283.51
Membership/Sub/Pro Activity	6,921.00						6,921.00	2,333.76	2,019.36	2,547.88
Printing & Reproduction	6,850.00	400.00	2,163.00	956.00	100.00	3,110.00	121.00	41.13	35.30	44.54
Professional Services/Consultant	5,000.00						5,000.00	1,700.43	1,438.86	1,840.69
Rent - Bldg/Storage	44,700.00	2,502.35	14,222.00	8,719.00	600.00	2,500.00	16,156.65	3,494.72	4,714.07	5,947.86
Tavel-Training & Education	6,750.00	850.00		3350.41			300.25	102.11	87.60	110.53
Employee Tuition Reimbursement	1,500.00						1,500.00	510.14	437.66	552.21
Mileage- Tavel	14,750.00	1,000.00	1,500.00	3,760.00	6,274.00	2,000.00	216.00	73.46	63.02	79.52
Meeting Cost	1,710.00	-	-	-	-	-	1,730.00	588.36	504.77	636.88
Total Salaries and Overhead	923,533.00	18,261.03	156,617.00	78,352.20	118,393.79	13,402.22	536,504.76	182,439.96	156,337.49	197,507.31
Participant Costs	3,741,330.31	313,734.81	1,629,600.00	37,836.99	293,344.57	85,632.49	1,379,161.45	505,682.84	386,430.74	487,047.87
Carryover July - Sept 2021	224,346.00	-	-	-	-	-	224,346.00	39,634.16	81,429.10	103,262.74
Total Program Budget	4,889,209.31	331,995.84	1,786,217.00	116,189.19	413,740.36	101,054.71	2,140,012.21	727,796.96	624,397.33	787,817.92
Total Budget	5,146,693.91	368,177.82	1,840,118.00	116,189.19	420,588.18	101,054.71	2,300,566.01	789,610.76	672,408.33	838,546.92

Task Force for One-Stop Operator Procurement

Members include Chairman John Dyess, Bo Phillips, Ross Parker, Kelley Sharp, Billie Reed and facilitator Janie Wheeler. The solicitation was developed and available January 25, 2021.

Six entities requested the Request for Proposals. Outcome and next steps in the Procurement will be presented and discussed.



Northwest Arkansas Economic Development District

Northwest Arkansas Workforce Development Board Policy

Policy Name	Supportive Services
Policy Effective Date	June 7, 2017
Date Approved by the Board	June 7, 2017
Amendment Date Approved by Executive Committee	May 12, 2020
Date Ratified by the Board	June 3, 2020
Amendment Date Approved by the Board	March 3, 2021

The term "supportive services" means services such as transportation, childcare, dependent care, housing and needs related payments, that are necessary to enable an individual to participate and be successful in activities authorized under WIOA.

Supportive Services may be the key to assisting the hard-to-serve participants enrolled in WIOA programs. There are numerous agencies and programs providing health care, temporary shelter, financial counseling, transportation, childcare and other support, which are well suited to customer needs. WIOA staff will make referrals to other programs prior to providing supportive services with WIOA funds. When no other services are available, they will make a request to a supervisor to provide services. Staff must document that the participant has exhausted all other means of providing the supportive services requested by having the participant complete a "Lack of Supportive Services Resources" statement.

Continued eligibility- at a minimum, each semester staff will revisit a participant's need for continued supportive services and will document that the review has occurred and the results of that review.

Supportive services are designed to provide a participant with the resources necessary to enable their participation in career and training services, are governed by the DOL-only Final Rule at 20 CFR 680 .900 through .970.

Supportive services may be available to any youth, adult or dislocated worker participating in Title I career services or training activities **or transitioning into new employment** who is unable to obtain supportive services through other programs providing such services. Supportive services may NOT be provided to an adult or dislocated worker participant once they exit WIOA program or during follow-up. This does not apply to youth participants. They may still receive supportive services during follow-up if it is deemed necessary and appropriate.

Supportive services may include, but are not limited to:

- Assistance with transportation;
- Assistance with childcare and dependent care.
- Linkages to community services;
- Assistance with housing

Needs-Related Payments (available only to individuals enrolled in training services and must be consistent with 20 CFR 680.930, 680.940, 680.950, 680.960 and 680.970);

- Assistance with educational testing;
- Reasonable accommodations for individuals with disabilities;
- Health care;
- Assistance with uniforms or other appropriate work attire and work-related tools, including such items as eyeglasses and protective eye gear;
- Assistance with books, fees, school supplies, and other necessary items for students enrolled in post-secondary education classes;
- Payments and fees for employment and training-related applications, tests, and certifications; and
- Legal aid services;

Needs Related Payments -

To receive needs-related payments, individuals must be unemployed and must not qualify for (or have ceased to qualify for) unemployment compensation.

A request for needs related payments must be presented to a supervisor for approval. Once the request is received a determination will be made by the supervisor whether the participant is eligible to receive in accordance with federal regulations and guidance.

The law is very specific to Dislocated Workers eligibility and how payments are calculated and those guidelines will be followed.

The amount of weekly payment a participant may receive will be calculated using the following formula: HHS poverty level based on the number in the household divided by 52 weeks will determine the eligible weekly payment amount.

Example: Family size of 2 poverty level is \$16,020 divided by 52 = weekly amount of \$308.08.

Definitions and approved services including initial limits. (Limits can be exceeded with management approval based on a participant's needs).

Combined funding for training and supportive services is limited to \$10,000 per eligible WIOA participant. However, this limit may be increased with approval from the Executive Director of the Northwest Arkansas Economic Development District.

A) Clothing

The costs of items such as clothes and shoes which are necessary for participation in WIOA training activities are allowable.

B) Counseling

The costs of personal counseling services that will enhance a participant's employability are allowable. This may include employment, financial, individual, family, and drug and alcohol abuse counseling. Generally, major personal or emotional problems are outside the scope of WIOA services, therefore referrals to counseling services are critical.

C) Childcare

Agreements can be made with licensed childcare facilities for participants who do not qualify for childcare assistance through other sources. The maximum amount to be paid by WIOA fund will be in accordance with comparable rates in the area which the participant lives. Total amounts

per participant will be approved by the supervisor.

- Residential

The cost of rent, house payments, internet and utility assistance may be provided in extreme cases where participants are in danger of losing their housing or having utilities disconnected. A secure nighttime residence is essential to the success of our participants. In cases where supportive services are paid instead of paying ITA cost this limit may be increased with Operations Managers approval.

Training programs require some participants to be away from their nighttime residence in order to complete training. An example of this is traveling to another city to complete a rotation required for clinical training for an RN student. This is an allowable supportive service and staff is required to find the most economical means of hotel charges for the participant. It is based on need and the requirement for overnight stay because of distance to training.

- Health

The health category includes such items as vaccinations or physicals required for a participant to enroll in a particular training program. It may also include things such as one-time dental work or eyeglasses if not otherwise available from another source.

Insurance - Health related insurance may be purchased for a participant if it is a requirement for participation in training activities.

- Transportation

The cost of transportation to assist participants to get to and from training activities including job search activities is allowable. Participants will be given a limit based on a locally developed formula. The formula is distance to training x 2 x number of days per week divided by miles per gallon x a set price per gallon of gasoline. We will use gas cards or agreements with service stations as a method of providing assistance. When necessary staff may use the purchase card to provide assistance to a participant with Operations Managers approval. Signed gas receipts will be used to verify what participant received the service. Other methods that are reasonable will be worked out with Operations Managers if needed. The dollar limit for this service will vary based on participant need.

Tires and car repairs may be made with management approval if the participant cannot participate in training without this service. Participants will contribute a portion of such cost when possible. This service requires management approval and the amounts will vary based on participant need.

The process for paying supportive service varies based on the availability of vendors. Wal-Mart cards and purchase cards may be used when needed. OneDrive will be used to track all purchases and signed receipts will be on file.

- Emergency Food - Under extreme circumstances staff may purchase food for a youth participant at a restaurant or grocery store; for example, a youth participant who has no funds to purchase lunch during their work or training day. These limits will be approved case by case basis with management approval.

Needs related payments will be awarded only when the provision of the other supportive services do not provide the assistance a participant needs. WIOA regulations will be followed

when providing this service.

- D) Other services may be provided if allowable within WIOA and regulations with management approval as situations arise.
- a. In situations where a computer, or similar item, may be deemed a necessity for an individual to participate in an approved training program, the following elements must be met:
- i. The training provider must provide a written explanation for the necessity of the equipment.
 - ii. The participant must provide written acknowledgement that he/she must return the equipment if he/she does not complete the course, for whatever reason.
 - iii. Career Advisors will submit documentation to the Operations Manager for approval.

Assistance with educational testing - for example testing fees required for an LPN license.

Reasonable accommodations for individuals with disabilities; for example, an amplified stethoscope may be needed for a participant who is hearing impaired and enrolled in LPN training.

Health care - insurance premiums may be paid after all other health care options have been exhausted and the coverage is a requirement to attend a training program. Examples include preventative and corrective care necessary to enter training; participate in training, to be employed or to retain employment. Drug and alcohol treatment are not included in this body of health care. Glasses, dental corrections, etc., may be required to be employable or to complete training. Treatment not covered by medical insurance or program elements may be provided to a trainee or employee in some cases.

Assistance with uniforms or other appropriate work attire and work-related tools, including such items as eyeglasses and protective eye gear; - must be a requirement for the job or the training program and not just a nice to have item.

Assistance with books, fees, school supplies, and other necessary items for students enrolled in post- secondary education classes; - must be a requirement for the training and not just a nice to have item .

Payments and fees for employment and training-related applications, tests, and certifications; - for example a background check required for entrance into a training program or a CDL text packet required for entrance into a truck driving program.

Legal aid services- for example, payment of a minor offense so a participant may retain or obtain a driver's license.

John Dyess, Board Chair

Date

One Stop Operator Report July 1, 2020 through December 31, 2020

Title 1

Core 4 NWAEDD

(Services Include – In-School Youth, Out-of-School Youth, Adults and Dislocated Workers)

Location	2nd Quarter Participants		Year to Date Participants	
	PY 19	PY 20	PY 19	PY 20
Fayetteville	46	43	53	49
Harrison	66	56	74	74
Mtn. Home	34	29	39	43
Rogers	47	47	61	69
Total	193	175	227	235

Title 2

CORE 4 Adult Education Northwest District

(Services Include - English Language Learners, U.S. Civics preparation, Adult Basic and Secondary Education, Workplace Education, Family Literacy, Integrated Education and Training)

Location	2nd Quarter Reportable Individuals		2nd Quarter Participants		Year to Date Reportable Individuals		Year to Date Participants	
	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20
Arkansas State University at Mountain Home	82	53	52	64	107	63	64	96
Fayetteville Public Schools	181	160	118	135	214	173	141	135
North Arkansas College	222	158	171	107	300	201	199	125
Northwest Arkansas Community College	614	608	146	387	1,410	805	740	423
Northwest Technical Institute	591	429	758	291	695	533	1,078	318
Ozark Literacy Council	156	43	62	3	251	87	65	3
Total	1,846	1,451	1,307	987	2,977	1,862	2,287	1,100

Title 3

Core 4 Department of Workforce Services

(Services Include - Job Service, TANF Clients, Unemployment Insurance)

Location	2nd Quarter Customers		Year to Date Customers	
	PY 19	PY 20	PY 19	PY 20
Fayetteville	3,010	5,298	6,510	10,133
Harrison	1,808	3,145	3,887	7,399
Mtn. Home	1,284	1,356	2,467	2,957
Rogers/Siloam Springs	3,207	6,236	6,735	11,888
Total	9,309	16,035	19,599	32,377

Title 4

Core 4 Arkansas Rehabilitation Services Northwest

DISTRICT 1 – (Services Include - Case Review, Career & Technical Training and Education, transition from school to work or postsecondary education, on-the-job training, ancillary support services, and employee performance issues because of a disability in the workplace)

LOCATION	2nd Quarter Applicants		2nd Quarter # Closed		Year to Date Applicants		Year to Date # Closed		Current Active Clients Served	
	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20
Fayetteville	170	80	94	70	316	162	238	142	1,598	1,242
Harrison	20	12	16	9	58	38	39	17	280	143
Total	190	92	110	79	374	200	277	159	1,878	1,385

Title 4

Core 4 Services for the Blind

DISTRICT 1 – (Services Include - Case Review, Career & Technical Training and Education, transition from school to work or postsecondary, on-the-job training, ancillary support services, employee performance issues because of a disability in the workplace)

LOCATION	2nd Quarter Referrals		Year to Date Total Referrals		Year to Date Total Served	
	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20
Benton County	8	16	12	31	52	19
Baxter, Boone, Carroll, Madison, Marion, Newton, and Searcy Counties	6	13	16	21	28	36
Washington County	7	18	15	34	59	62
Total	21	47	43	86	139	117

Arkansas Unemployment History

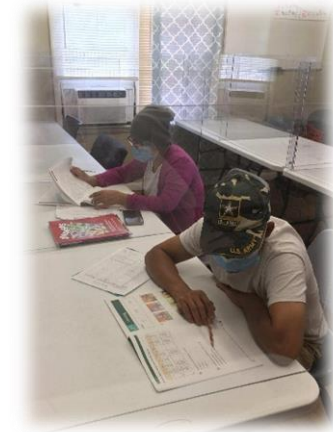
Date	National Unemployment Rate	Arkansas Unemployment Rate	Arkansas Unemployed
December 2020	6.7%	4.2%	57,224
November 2020	6.7%	6.3%	83,863
October 2020	6.9%	6.2%	83,039
September 2020	7.8%	7.2%	97,320
August 2020	8.4%	7.4%	99,517
July 2020	10.2%	7.1%	92,976
June 2020	11.1%	8.1%	106,405
May 2020	13.3%	9.6%	129,260
April 2020	14.8%	10.8%	140,898
March 2020	4.4%	5.0%	69,728
February 2020	3.5%	3.5%	47,802

Spring 2021 Virtual Career Fairs

Arkansas State University at Mountain Home March 10

North Arkansas College March 8-12

North Arkansas College Adult Education Program



North Arkansas College Adult Education began a partnership with Upward Academy and the Tyson Plant in Berryville and Green Forest about 4 years ago. The progress for students in this plant has been slow yet successful. In an effort to support the program and encourage Tyson Team Members to take advantage of the Adult Education programs offered (GED, ESL, Citizenship), Upward Academy has promoted a new Integrated Education and Training (IET) program through our partnership. This Upward Academy program encourages Tyson Team Members to improve their Reading, Writing, Math, and English Skills while at the same time preparing for promotion

within the plant. The integrated curriculum, provided by Adult Education in both plants, allows the adult learner to increase their knowledge in Technology Literacy, Financial Literacy, and Employability Skills. These classes include training in computer use and skills, a variety of financial literacy topics (banking, credit, home buying, etc), and employability training in resume and cover letter writing, and interview skills. The hope for Tyson Team Members is they will invest in their future and commit to a minimum 4 months of training with Adult Education in order to achieve their GED, increase their English skills, or obtain brush up skills to prepare for college, while at the same time creating a pathway to promotion within the plant.



Success Story – Shujuan Bankson, Adult Participant by Sharon Wilkinson



Shujuan Bankson graduated with honors from Northwest Arkansas Community College (NWACC) with an Associates of Applied Science Computer Aided Design Architecture Design on August 14, 2020. She did not make it this far without removing a few barriers out of her way. She knew education could improve her life, and she had a strong desire to obtain a good education for herself. One factor that held her back was the financial means to go to college. Without the money she needed, higher education seemed like it was out of her reach. Shujuan decided that was not going to stop her. She worked hard trying to save up the money herself working several different jobs but was still struggling to accrue the kind of savings she would need to earn her degree. Shujuan explained that she had a revelation one day when reading an article. The article explained that we all need a little help sometimes, and it is this act of helping and caring for one another that created civilization. Shujuan shared, *“I was so touched and suddenly made up my mind that I will ask for help and I*

will help others. Why? Because civilization starts when people help each other.” This was a pivotal moment for her. The realization to seek help opened many opportunities for her future.

The next step was applying for financial aid and enrolling in classes at NWACC in 2018. One of her teachers then introduced her to the Arkansas Workforce Scholarship. From there, began her relationship with Sharon Wilkinson, Career Advisor for NWAEDD. Shujuan described the experience she received from her Career Advisor. *“She was friendly and talked slowly to make sure I am following her. I was so relieved from the shame, nervousness, and self-conscious. She was very patient with me and showed me one step by one step of how to fill out the paperwork, and she followed up to remind me to get the paperwork done. With Sharon’s help I got the scholarship.”* The feeling of gratitude was mutual. Sharon Wilkinson commented, “It was an honor to serve Mrs. Bankson and help her reach her education and employment goal.”

Shujuna’s story is very motivational and shows us not to not see money as a barrier to keep us from accomplishing our goals. She provided the following advice for others, *“I want to let my friends know, not to let money limit your dream, there are a lot of great people in great organizations want to help you. All you need to do is, reach out for help, follow your dream, work hard, and care for others.”* She currently works at CEI Engineering Associates Inc. as their Public Works Tech. Shujuan expressed her gratitude to Northwest Arkansas Economic Development District (NWAEDD) for allowing her the opportunity to participate in the WIOA program. The Career Advisors at NWAEDD are always ready to help! If you have questions or may be interested, please contact one of our Workforce Centers.

**Expenditure Report
1/1/2020 to 12/31/2020**

	Budget	Expenditures	Balance	%
Personnel Services/Salary	\$20,016.00	\$17,871.90	\$2,144.10	89%
Fringe Benefits	3,400.00	6,479.13	(3,079.13)	191%
Travel	1,400.00	302.28	1,097.72	22%
Training & Education	280.00		280.00	0%
Telephone/Internet/Fax/Postage	414.00	459.58	(48.58)	111%
Printing/Reproduction	140.00		140.00	0%
Materials & Supplies	140.00	41.02	98.98	29%
Membership/Subscriptions/Professional Services	100.00	12.51	87.4966	13%
Maintenance/Repairs	1,000.00		1,000.00	0%
Total	\$26,890.00	\$25,166.42	\$1,723.58	94%

NORTHWEST ARKANSAS LOCAL WORKFORCE DEVELOPMENT BOARD

Minutes of Meeting December 2, 2020

A meeting of the Northwest Arkansas Workforce Development Board (LWDB) was held Wednesday, December 2, 2020, via Zoom.

Board members present on the Zoom meeting were:

MR. BEN ALDAMA, NWACC ADULT ED.

MR. EDDIE BARTLETT, BARTLETT FAMILY DENTISTRY

MR. DAVID BELL, DAVID BELL, LLC.

MS. SARAH BROZYNSKI, BAXTER REGIONAL MEDICAL CENTER

MS. CHERYL DAVENPORT, ADVANCED MARINE PERFORMANCE

MR. JOHN DYESS, ALTRONIC RESEARCH, INC.

MR. KEVIN ESTES, DHS SERVICES FOR THE BLIND

MR. WALTER HINOJOSA, NWA LABOR COUNCIL

MS. AMY JONES, ARKANSAS REHABILITATION SERVICES

MS. JANA KINDALL, AR DIVISION OF WORKFORCE SERVICES

MR. ROSS PARKER, PARKER FARMS AND RENTALS

MR. BO PHILLIPS, COX-RAPID SCALE, HARRISON

MS. BILLIE REED, REED CONSULTING

MR. KELLEY SHARP, UNIVERSITY OF ARKANSAS FAYETTEVILLE

MR. RICKY TOMPKINS, NWACC

Board members absent and excused were:

MR. CLINT MORRIS, LOCAL 155 PLUMBERS AND PIPEFITTERS

MS. ERIN POE, TEC STAFFING

Others present were:

Ms. Susan Sangren, NWAEDD

Ms. Patty Methvin, NWAEDD

Ms. Karen Henry, NWAEDD

Mr. Joe Willis, NWAEDD

Mr. Jeremy Ragland, NWAEDD

Ms. Chelsey Weaver, NWAEDD

Mr. James Moss, NWAEDD

Ms. Beverly Taylor, NWAEDD

Ms. April Turner, NWAEDD

Ms. Rebecca McWilliams, NWAEDD

Ms. Julie Smith, NWAEDD

Mr. Taff Grice, NWAEDD

Ms. Ashley Giles, NWAEDD

Ms. Joyce Akidi, ADWS

Dr. Megan Bolinder, NWACC

Ms. Cherie Conner, Adult Education North Arkansas College

Mr. Robbie Cornelius, Fayetteville Adult Education

Dr. Rick Massengale, North Arkansas College

Mr. Nicholas Ryburn, Adult Education

Ms. Melissa Bray, North Arkansas College

Mr. Tom Ginn, Arkansas Economic Development Commission

The meeting was called to order at 11:00 a.m. by CHAIR JOHN DYESS. CHAIR DYESS addressed the need for the Zoom call meeting due to the on-going concern from COVID-19. Roll call of the members present on the call was conducted by MS. PATTY METHVIN. MS. METHVIN confirmed to CHAIR DYESS that a quorum was present on the call.

MS. METHVIN gave the quarterly staff report. MS. METHVIN welcomed new NWAEDD staff members. She and the three new staff members will be attending the National Association of Workforce Development Professionals (NAWDP) virtual Youth Symposium.

MS. METHVIN informed the Board that NWAEDD had received the 2019 monitoring response from Arkansas Division of Workforce Services (ADWS) in August and sent back a response to ADWS in September. In addition, all 2020 monitoring documentation was due to ADWS in October. That documentation was uploaded to the AWS Sharepoint sight which included accounting and fiscal documents, participant files, policies and procedures and more.

MS. METHVIN informed the Board that ADWS requested that the local areas help manage TANF (Temporary Assistance for Needy Families) funds for people who receive less than \$100 per week on unemployment. Eligible participants would receive an addition \$300 per week for 8 weeks. The estimated number of eligible participants for Northwest was 700.

MS. METHVIN shared with the Board that ADWS had also asked the local areas to help update the Eligible Training Provider information in Arkansas Job Link. This required a lot of staff time to accomplish this task.

Ms. METHVIN bragged on the WIOA staff for all of their work on these special projects.

Agenda Item #1:

CHAIR DYESS appointed the following Board members to the One Stop Operator (OSO) Procurement Task Force:

John Dyess
Bo Phillips
Kelley Sharp
Ross Parker
Billie Reed

Ms. METHVIN informed the Board that the OSO Procurement Task Force will have the responsibility of procuring a One Stop Operator for Northwest. This includes, but is not limited to, seeking out and hiring a consultant, creating a Request for Proposal (RFP), advertising the RFP, scoring the RFPs, and making a recommendation to the board.

Agenda Item #2

MS. METHVIN informed the Board that the Chief Elected Official's agreement authorizes the Northwest Arkansas Economic Development District, Inc. to act as grant subrecipient and fiscal agent on their behalf. MR. KELLEY SHARP made the motion to authorize NWAEDD to act as the Title 1 program provider for the Northwest Arkansas area, in addition to other grants as appropriate. MR. DAVID BELL seconded the motion. A roll call vote was taken by MS. METHVIN. The motion passed.

Agenda Item #3

MS. METHVIN presented the Program Year 2020 Full WIOA budget. MR. ROSS PARKER

made a motion to approve the budget. MR. EDDIE BARTLETT seconded the motion. A roll call vote was taken by MS. METHVIN. The motion passed.

Agenda Item #4

MS. METHVIN presented the 2019 Annual Report to the Board. MR. BO PHILLIPS made a motion to approve the 2019 Annual Report. MR. BARTLETT seconded the motion. A roll call vote was taken by MS. METHVIN. The motion passed.

Agenda Item #5

MS. METHVIN shared with the Board the Northwest Work Experience Adult and Dislocated Worker Policy. This document had been approved as a procedure. ADWS is requiring that it be approved as a policy. MR. BARTLETT made a motion to approve the policy. MR. PHILLIPS seconded the motion. A roll call vote was taken by MS. METHVIN. The motion passed.

Agenda Item #6

MS. SUSAN SANGREN presented the One Stop Operator report. MR. PARKER moved to approve the report. MR. RICKEY TOMPKINS seconded the motion. A roll call vote was taken by MS. METHVIN. The motion passed.

Agenda Item #7

MR. PHILLIPS made a motion to approve the Consent agenda which consisted of the September 2, 2020 minutes and the list of approved Eligible Training Providers. MR. BARTLETT seconded the motion. A roll call vote was taken by MS. METHVIN. The motion passed.

MS. METHVIN shared with the Board that ADWS is asking all CEO's, Workforce Board members and One Stop Operators to fill out a survey to help created the agenda for a required Governance training to be help in the Spring of 2021. ADWS is asking that the survey be completed by December 4th.

MR. WALTER HINOJOSA moved to adjourn the meeting. MR. PHILLIPS seconded the motion. The motion passed and the meeting adjourned at 11:57 a.m.

John Dyess, Chair

Program Name	CIPCode	Training Level	Application Date	Certification Date
Northwest				
North Arkansas College (South Campus and North Campus) - Harrison				
Turf Management	01.0607	Associate Degree	1/12/2021 12:03:25 PM	1/12/2021 to 1/11/2022
Digital Media	11.0101	Associate Degree	1/11/2021 3:58:25 PM	1/11/2021 to 1/10/2022
Northwest Arkansas Community College - Bentonville				
CNA/PCA	51.3902	Certificate of Proficiency	12/14/2020 5:06:49 PM	12/14/2020 to 12/13/2021