

**NORTHWEST ARKANSAS LOCAL WORKFORCE DEVELOPMENT BOARD**  
**Minutes of Meeting March 4, 2020**

A meeting of the Northwest Arkansas Local Workforce Development Board (LWDB) was held Wednesday, March 4, 2020, at Arkansas Workforce Center in Harrison, 818 Highway 62-65-412 North, Harrison, AR at 11:00 a.m.

Board Members present were:

MR. BEN ALDAMA, NWACC ADULT ED.  
MR. DAVID BELL, DAVID BELL, LLC.  
MS. CHERYL DAVENPORT, ADVANCED MARINE PERFORMANCE  
MR. JOHN DYESS, ALTRONIC RESEARCH, INC.  
MR. EDDIE BARTLETT, THORPE PLANT SERVICES  
MR. WALTER HINOJOSA, NWA LABOR COUNCIL  
MS. AMY JONES, ARKANSAS REHABILITATION SERVICES  
MR. BO PHILLIPS, COX – RAPID SCALE, HARRISON  
MR. ROSS PARKER, PARKER FARMS AND RENTALS  
MS. BILLIE REED, NAPHE  
MR. KELLEY SHARP, UNIVERSITY OF ARKANSAS FAYETTEVILLE  
MR. RICKY TOMPKINS, NWACC

Board members not present, but represented by proxy were:

MR. KEVIN ESTES, DHS SERVICES FOR THE BLIND – proxy Billie Reed  
MS. ERIN POE, TEC STAFFING – proxy Kelley Sharp  
MS. JANA KINDALL, AR DIVISION OF WORKFORCE SERVICES – proxy Patricia Edgmon  
MR. BOB LARGENT, HARRISON REGIONAL CHAMBER OF COMMERCE – proxy Ross Parker

Board Members absent and excused were:

MS. SARAH BROZYNSKI, BAXTER REGIONAL MEDICAL CENTER  
MR. STEVE CLARK, FAYETTEVILLE CHAMBER OF COMMERCE  
MR. CLINT MORRIS, LOCAL 155 PLUMBERS AND PIPEFITTERS

Others present were:

Ms. Susan Sangren, NWAEDD  
Ms. Patty Methvin, NWAEDD  
Ms. Karen Henry, NWAEDD  
Ms. Kelsey Kelton, AEDC  
Mr. Elijah Snow, Senator Boozman  
Mr. Tom Pittman, Arkansas Division of Workforce Services  
Ms. Teri Garrett, Congressman Womack  
Mr. Paul Edmonson, Adult Education North Arkansas College  
Mr. James Moss, NWAEDD  
Mr. Stetson Painter, Congressman Crawford  
Mr. Austin Wilson, Arvest Bank  
Mr. Joe Willis, NWAEDD

The meeting was called to order at 11:05 a.m. by CHAIR JOHN DYESS. CHAIR DYESS welcomed the Board and guests. MR. ARNELL WILLIS, Director of the State Workforce Investment Board addressed the

group. DYESS introduced three new board members: MS. CHERYL DAVENPORT - Advanced Marine Performance, MS. ERIN POE – TEC Staffing, MR. EDDIE BARTLETT – Thorpe Plant Services.

MS. PATTY METHVIN gave the quarterly staff report. MS. METHVIN reported that the Division of Workforce Services made the decision to close the Siloam Springs office. DWS was at the center one day a week, NWAEDD was there two days a week and Rehabilitation Services was there one day a week. After researching locations, the decision was made for our Career Advisors to meet participants by appointment only. MS. METHVIN reported on the Salesforce Working Group that she is a member of. The group is working out best practices on how to implement Salesforce and suggestions for additional services that will make it more efficient. MS. METHVIN reported on the Business Services Team meeting held on January 31, 2020. There were over 30 in attendance including all Partners. The group divided into 3 regional teams. Washington, Benton and Madison Counties are one team. Boone, Newton, Searcy and Carroll Counties are another team. Marion and Baxter Counties are the third team. Each team will determine the 3 in-demand sectors they want to focus on and decide how often they will meet. MS. METHVIN shared with the Board the progress of the Apprenticeship grants. IT Apprenticeship is going well with 13 total participants to date. A new class just began in Cyber Security. Glaxo Smith Cline is the employer for Cyber Security. AHA Interpreting had a sign-up event for Bilingual Administrative Assistant Apprenticeship. 8 participants were selected to participate from that event. MS. METHVIN informed the Board that she is working with North Arkansas College on a Turf Management Apprenticeship partnering with Big Cedar as well as an Industrial Maintenance Mechanic Apprenticeship. MS. METHVIN attended the quarterly Quad State meeting in Pittsburgh, KS. This group consists of Directors from Arkansas, Missouri, Kansas and Oklahoma.

MR. ROSS PARKER made the motion to approve the updated Workforce Budget. MR. DAVID BELL seconded the motion. The motion passed.

MS. METHVIN presented the One Stop Operator Agreement for approval. MR. KELLEY SHARP made the motion to approve the agreement with the correction of the date on page 6 from January 1, 2020 through December 31, 2023 to January 1, 2020 through June 30, 2024. MR. RICKY TOMPKINS seconded the motion. The motion passed.

MS. METHVIN presented a request to exceed the maximum Federal room rate for the National Association of Workforce Boards conference. MR. BO PHILLIPS will represent the Board at this conference. MR. JOE WILLIS and MS. METHVIN will also attend. The Federal Room rate is \$256.99 per night plus tax. The room rate for the Washington Hilton Hotel, the conference location, is \$329.00 per night. MS. REED made the motion to approve the request. MS. CHERYL DAVENPORT seconded the motion. The motion passed.

MS. METHVIN presented two policies for approval. The Youth Additional Barrier policy had been rescinded because of a reduction in funding. It is required that the Board have this policy and that it is included in the Local Plan. MR. ROSS PARKER made the motion to reinstate the policy. MR. DAVID BELL seconded the motion. The motion passed. MS. METHVIN presented the Conflict of Interest policy. This policy is required by Division of Workforce Services. MR. KELLEY SHARP made the motion to accept the policy with the correction of a spelling mistake. MR. BARTLETT seconded the motion. The motion passed.

MR. BO PHILLIPS made the motion to approve the updated Workforce Budget. MR. RICKEY TOMPKINS seconded the motion. The motion passed.

MS. METHVIN presented the 2019 Annual Report to the Board. MR. KELLEY SHARP made the motion to approve the 2019 Annual Report. MR. BEN ALDAMA seconded the motion. The motion passed.

MS. SUSAN SANGREN presented two Infrastructure Funding Agreements for approval. MS. REED made the motion to approve the original agreement. MR. PHILLIPS seconded the motion. The motion passed. MS. JANA KINDALL made a motion to approve the modification to the original agreement. MR. ALDAMA seconded the motion. The motion passed.

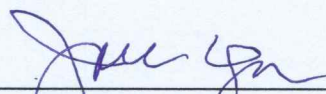
MS. METHVIN reported to the Board that Division of Workforce Services (DWS) re-evaluated the Youth Incentives Policy changes that were made by the Executive Committee and ratified by the Board at this meeting and determined that we would not be able to pay for GED students to be in class. It was recommended by DWS that we increase the other types of incentives we offer. MS. METHVIN went over the additions and changes to the policy. MS. BILLIE REED made the motion to approve the changes. MR. BELL seconded the motion. The motion passed.

NWAEDD requested that 50% of the funds from Program Year 2019 (FY20) be transferred from the Dislocated Worker Funding stream to the Adult funding stream (\$187,515.00). MR. SHARP made the motion to approve the transfer. MR. TOMPKINS seconded the motion. The motion passed.

MS. SANGREN presented the One Stop Operator report. MS. REED made the motion to approve the report. MR. SHARP seconded the motion. The motion passed.

MS. METHVIN presented the Consent Agenda and Eligible Training Provider list. Motion to accept the Consent Agenda was made by MR. TOMPKINS and seconded by MS SARAH BROZINSKI. Motion carried.

Motion to adjourn was made by MR. SHARP and seconded by MR. TOMPKINS. Motion passed, and the meeting adjourned at 12:20 p.m.



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John Dyess, Chair