

NORTHWEST ARKANSAS LOCAL WORKFORCE DEVELOPMENT BOARD

Minutes of Meeting September 2, 2020

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

Board members present on the Zoom meeting were:

MR. BEN ALDAMA, NWACC ADULT ED.
MS. SARAH BROZYNSKI, BAXTER REGIONAL MEDICAL CENTER
MR. STEVE CLARK, FAYETTEVILLE CHAMBER OF COMMERCE
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. JANA KINDALL, AR DIVISION OF WORKFORCE SERVICES
MR. BOB LARGENT, HARRISON REGIONAL CHAMBER OF COMMERCE
MR. ROSS PARKER, PARKER FARMS AND RENTALS
MR. KELLEY SHARP, UNIVERSITY OF ARKANSAS FAYETTEVILLE
MR. RICKY TOMPKINS, NWACC

Board members not present, but represented by proxy were:

MR. BO PHILLIPS, COX-RAPID SCALE, HARRISON – proxy Ross Parker

Board members absent and excused were:

MR. EDDIE BARTLETT, BARTLETT FAMILY DENTISTRY
MR. DAVID BELL, DAVID BELL, LLC.
MS. AMY JONES, ARKANSAS REHABILITATION SERVICES
MR. CLINT MORRIS, LOCAL 155 PLUMBERS AND PIPEFITTERS
MS. ERIN POE, TEC STAFFING
MS. BILLIE REED, REED CONSULTING

Others present were:

Ms. Susan Sangren, NWAEDD
Ms. Patty Methvin, NWAEDD
Ms. Karen Henry, NWAEDD
Mr. Joe Willis, NWAEDD
Mr. James Moss, NWAEDD
Dr. Megan Bolinder, NWACC
Ms. Cherie Conner, Adult Education North Arkansas College
Mr. Robbie Cornelius, Fayetteville Adult Education
Ms. Mary Beth Hatch, North Arkansas College
Dr. Rick Massengale, North Arkansas College
Mr. Nicholas Ryburn, Adult Education
Ms. Melissa Bray, North Arkansas College
Ms. Nell Bonds, North Arkansas College
Ms. Tridena Foster, Arkansas Division of Workforce Services

Ms. Kelsey Kelton, Arkansas Economic Development Commission
Mr. Tom Ginn, Arkansas Economic Development Commission
Mr. Zane Chenalt, Northwest Technical Institute

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. PATTY METHVIN gave the quarterly staff report. MS. METHVIN let the Board know that Lori Romero is currently monitoring the One Stop Operator for Northwest. Ms. Romero requested and has received Board policies and procedures that pertain to the NW One Stop Operator as well as organizational charts. Ms. Romero will be conducting interviews with staff via Zoom.

MS. METHVIN reported that the Quad State Regional group met in June. The main topic of discussion for the meeting was One Stop Operator Procurement.

MS. METHVIN informed the Board that an Memorandum of Understanding was created between organizations in our area that provide the WIOA 14 required elements for youth. This MOU was sent out to all organizations in our area that provide those elements for signatures.

MS. METHVIN reported that Summer Youth monitoring was completed. She was able to do most of the worksite visits via Zoom or Teams. All the worksites and participants were very helpful.

MS. METHVIN informed the Board that Northwest applied for and received an Apprenticeship grant for Turf Management. The Apprenticeship sponsor and training provider is North Arkansas College. The employers for this session include Big Cedar, Benton Parks and Recreation and Pinnacle Country Club. The grant is for up to 12 apprentices during the grant period which ends April 30, 2021. The cost is set at \$2,500 per apprentice.

MS. METHVIN shared with the Board that it is time to Certify the One Stop Centers. She asked for volunteers to serve on a committee to help with the certification process.

MS. METHVIN informed the Board that Aha! Interpreting Solutions has suspended their apprenticeship program until further notice. Randy Prather from Department of Labor Office of Apprenticeship notified us that DOL has also suspended the Aha! Apprenticeship. Northwest Career Advisors have been working with the participants that were enrolled in the program to help provide services to them. The participants were notified of job openings for contact tracing. There is a huge need for bi-lingual employees.

Agenda Item #1 – Election of Officers

A motion was made by MR. ROSS PARKER to elect MR. JOHN DYESS as Chair; MR. BO PHILLIPS as Vice-Chair, and MR. KELLEY SHARP as Secretary of the Northwest Arkansas Workforce Development Board. MR. RICKEY TOMPKINS seconded the motion. A roll call vote was taken. The motion passed.

Agenda Item #2 – Program Year 2020 Board Budget

MS. METHVIN shared with the Board that there were no changes to the budget from the previous year. MR. BOB LARGENT made the motion to approve the budget as presented. MR. BEN ALDAMA seconded the motion. A roll call vote was taken. The motion passed.

Agenda Item #3 – Program Year 2020 Full WIOA Budget

MS. METHVIN informed the Board that the total of all sub-grant funds reflected an increase of \$33,076. The past several years the budget amounts were significant decreases. A motion was made by MR. PHILLIPS to approve the budget as presented. MR. PARKER seconded the motion. A roll call vote was taken. The motion passed.

Agenda Item #4 – Infrastructure Funding Agreement (IFA)

MS. SUSAN SANGREN presented the IFA agreement for 2020. MR. PHILLIPS made a motion to approve the IFA. MR. LARGENT seconded the motion. A roll call vote was taken. The motion passed.

Agenda Item #5 – Northwest Memorandum of Agreement (NWMOU)

MS. METHVIN explained to the Board that the NWMOU has been sent to Arkansas Division of Workforce Services for approval. No action was required.

Agenda Item #6 – Policy Changes

MS. METHVIN informed the Board of the need to revise the Individual Training Accounts policy to align with the Supportive Services policy. For both policies the maximum amount spent on each was previously \$9,000. When the Supportive Services policy was revised that amount was increased to \$10,000 per participant. MR. PARKER made the motion to approve the change to the Individual Training Account policy to increase the amount spent per participant to \$10,000. MR. PHILLIPS seconded the motion. A roll call vote was taken. The motion passed.

MS. METHVIN informed the Board that an additional paragraph needed to be added to the Co-enrollment and Co-funding policy in order to be in compliance. "Local program operators may determine the appropriate level and balance of services for each individual under each program." was added. MR. LARGENT made the motion to approve the changes to the policy. MR. WALTER HINOJOSA seconded the motion. A roll call vote was taken. The motion passed.

Agenda Item #7 Northwest Services and Governance Agreement

MS. METHVIN presented the NW Services and Governance Agreement for approval. This agreement was a requirement from ADWS through the 2019 monitoring process. MR. PHILLIPS asked if there were any policies or procedures in this agreement that added to or changed the way we are currently doing business. MR. JOE WILLIS explained that there was nothing in the agreement that was not currently in place. MR. PHILLIPS made the motion to approve the agreement. MR. PARKER seconded the motion. A roll call vote was taken. The motion passed.

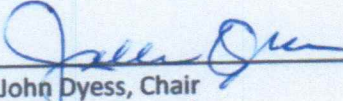
Agenda Item #8 – One Stop Operator Report

MS. SANGREN gave highlights of the One Stop Operator Report to the Board. MR. STEVE CLARK made a motion to accept the report. MR. HINOJOSA seconded the motion. A roll call vote was taken. The motion passed.

Agenda Item #9 – Consent Agenda

MR. PHILLIPS made a motion to approve the Consent Agenda which included the Minutes of the June 3, 2020 meeting and the approved Eligible Training Providers. MR. TOMPKINS seconded the motion. A roll call vote was taken. The motion passed.

MR. PARKER moved to adjourn the meeting. MR. PHILLIPS seconded the motion. The motion passed and the meeting adjourned at 11:53 a.m.



John Dyess, Chair

12/14/20

Date