

NORTHWEST ARKANSAS LOCAL WORKFORCE DEVELOPMENT BOARD

Minutes of Meeting December 1, 2021

A meeting of the Northwest Arkansas Workforce Development Board (LWDB) was held Wednesday, December 1, 2021, in person, conference call and via Zoom.

Board members present in person and via Zoom meeting were:

MR. BEN ALDAMA, NWACC ADULT ED.
MS. CHERYL DAVENPORT, ADVANCED MARINE PERFORMANCE
MR. KEVIN ESTES, DHS SERVICES FOR THE BLIND
MR. WALTER HINOJOSA, NWA LABOR COUNCIL
MS. AMY JONES, ARKANSAS REHABILITATION SERVICES
MR. BOB LARGENT, HARRISON REGIONAL CHAMBER OF COMMERCE
MR. ROSS PARKER, PARKER FARMS AND RENTALS
MR. BO PHILLIPS, COX-RAPID SCALE, HARRISON
MR. RICKY TOMPKINS, NWACC

Board members absent and excused were:

MR. EDDIE BARTLETT, BARTLETT FAMILY DENTISTRY
MR. DAVID BELL, DAVID BELL, LLC., Proxy Ross Parker
MS. SARAH BROZYNSKI, BAXTER REGIONAL MEDICAL CENTER
MR. JOHN DYESS, ALTRONIC RESEARCH, INC., Proxy Bo Phillips
MS. JANA KINDALL, AR DIVISION OF WORKFORCE SERVICES, Proxy Aaron Johnson
MR. KELLEY SHARP, UNIVERSITY OF ARKANSAS FAYETTEVILLE, Proxy Bo Phillips

Others present were:

Mr. Joe Willis, NWAEDD
Ms. Susan Sangren, NWAEDD
Ms. Patty Methvin, NWAEDD
Ms. Karen Henry, NWAEDD
Ms. April Turner, NWAEDD
Ms. Chelsey Weaver, NWAEDD
Ms. Tania Overton, NWAEDD
Mr. Taff Grice, NWAEDD
Mr. Nicholas Ryburn, Adult Education
Mr. Elisha Snow, Office of Senator Boozman
Dr. Rick Massengale, North Arkansas College
Mr. Paul Edmonson, North Arkansas College Adult Education
Ms. Fawn Kurtzo, North Arkansas College Adult Education
Ms. Jennifer Scott, North Arkansas College
Mr. Elijah Snow, Office of Senator Boozman
Ms. Joyce Akidi, Arkansas Department of Workforce Services
Mr. Dean Lee, Carroll County Berryville Chamber of Commerce
Mr. Aaron Johnson, DWS
Mr. Chad Brown, ADWS
Mr. Robbie Cornelius, Fayetteville Adult Education

The meeting was called to order at 11:05 a.m. by VICE CHAIR BO PHILLIPS. CHAIR PHILLIPS informed the attendees that the meeting was being recorded and that each vote will be conducted through a roll call vote.

MS. PATTY METHVIN gave the quarterly staff report. MS. METHVIN introduced MS. TANIA OVERTON, Business Services Coordinator for NWAEDD. MS. OVERTON shared her vision for the Business Services Coordinator position and her activities since she hired on in October. MS. METHVIN explained to the Board that Northwest has sent a letter to Arkansas Division of Workforce Services requesting an appeal of the PY 18 finding for the auditing procurement and contract and the PY18 Supplemental Finding of lease payments for office space.

Northwest has applied for a Temporary Assistance for Needy Families (TANF) grant and are waiting a response. The funds will be used for Adult Work Experience. We will hire an additional Career Advisor who will oversee this grant.

MS. METHVIN shared with the Board that she was asked to make a presentation at the Fall Partners Meeting. The presentation was an example of how Northwest worked with our Partners to assist a local employer.

MS. METHVIN reported to the Board that she had been working with ASU MH to apply for a Delta Regional Authority grant to purchase additional Virtual Reality headsets that will be used for training.

MS. METHVIN bragged on April Turner and James Moss for serving on the leadership team that is designing and implementing the WIOA Training Academy. The Training Academy's are provided for all areas and are designed to help education staff on all areas of WIOA.

MS. METHVIN shared a list of Business Services meetings and State meetings and trainings she attended.

Agenda Item #1 – Title 1 Program Provider

The Chief Elected Officials agreement authorized the Northwest Arkansas Economic Development District, Inc. to act as grant subrecipient and fiscal agent on their behalf. The Northwest Workforce Board needs to authorize NWAEDD at act as Title 1 program provided for the Northwest area in addition to other grants as appropriate. MR. RICKY TOMPKINS made the motion to authorize NWAEDD at act as Title 1 program provided for the Northwest area in addition to other grants as appropriate. MR. WALTER HINOHOSA seconded the motion. The motion passed.

Agenda Item #2 – Northwest One Stop/Program/Fiscal Monitoring Procurement Task Force Update

MS. METHVIN noted the Task Force report that was included in the agenda packet. She also referred to the RFP that the Task Force had approved. MR. ROSS PARKER made the motion to approve the work of the Task Force. MR. RICKEY TOMPKINS seconded the motion. The motion passed.

Agenda Item #3 – Revised Workforce Board Budget

The Workforce Board budget needs to be revised to include the Business Services Coordinator position. The updated Board budget was inadvertently left out of the packet. There will be an electronic meeting to approve the updated Workforce Board budget.

Agenda Item #4 – Updated Workforce Budget

There were pages missing from the copies provided. There will be an electronic meeting to approve the updated Workforce budget.

Agenda Item # 5 – Annual Report

MS. METHVIN reviewed the Annual Report with the Board. The report includes highlights from the July 1, 2020, to June 30, 2021 activities. The major highlights included the many apprenticeship grant participants, the addition of a TANF grant and the additional Workforce staff that have been added. MR. BOB LARGENT made a motion to approve the Annual Report. MR. PARKER seconded the motion. The motion passed.

Agenda Item #6 – Policy Changes

Work Experience Policy – removed the line referencing the hourly wage and replaced it with more accurate language.

Supportive Services Policy – Clarified “Needs Related Payments”, increased the amount per eligible participant from \$10,000 to \$15,000, included a provision for payment assistance if the participant is not listed on the lease or utility bill, included car payments, gas, car repairs, car insurance payments, registration fees and other provisions, added software to the list of available supportive services.

As always, the Career Advisors must be able to provide adequate documentation to prove the need of the supportive service.

A motion to approve the changes to the Work Experience and Supportive Services policies was made by MR. TOMPKINS and seconded by MR. LARGENT. The motion passed.

Agenda Item #7 – One Stop Operator Report

MS. SUSAN SANGREN presented the One Stop Operator Report. MR. HINOHOSA made a motion to approve the One Stop Operator Report. MR. PARKER seconded the motion. The motion passed.

Agenda item #8 - Consent Agenda

MR. LARGENT made a motion to approve the consent agenda. MR. PARKER seconded the motion. The motion passed.

MR. PARKER made a motion to adjourn. MR. TOMPKINS seconded the motion. The motion passed. The meeting was adjourned at 11:50.



John Dyess, Chair