

NORTHWEST ARKANSAS WORKFORCE DEVELOPMENT BOARD
Wednesday, March 2, 2022, 11:00 a.m.
JPH Center, North Arkansas College, 1515 Pioneer Drive, Harrison, AR

Agenda

Call to Order – Introduce Guests.....John Dyess

Staff Report.....Patty Methvin

Agenda Item 1 – Action
Updated Workforce Budget.....2

Agenda Item 2 – Action
Policies.....5

Agenda Item 3 – Action
One Stop Operator Report.....12

Agenda Item 4 – Action
Consent Agenda.....16

- Minutes of December 1, 2021, LWDB meeting
- Minutes of December 2, 2021, LWDB Electronic Meeting
- Minutes of January 27, 2022, Called LWDB meeting
- Eligible Training Provider Programs

Announcements/Other Business

Mark your calendars for these upcoming meeting dates:

- National Association of Workforce Boards Forum 2022 April 11-14, 2022
- NW Workforce Development Board Meeting Wednesday, June 1, 2022
- NW Workforce Development Board Meeting Wednesday, September 7, 2022
- NW Workforce Development Board Meeting Wednesday, December 7, 2022

WIOA - Northwest Arkansas Economic Development District
PY 21 Budget-Revised 02/16/2022

ADMIN REVENUE	TOTAL	NEG AR31	TOTAL FORMULA	YOUTH	ADULT	DLW
PY 19 Allocation	18,000.00	\$ 18,000.00	-			
FY 21 Allocation	12,000.00		12,000.00		12,000.00	
PY 21 Allocation	78,489.00		78,489.00	59,153.00	9,677.00	9,659.00
FY 22 Allocation	86,712.00		86,712.00		45,610.00	41,102.00
Total Allocation	195,201.00	18,000.00	177,201.00	59,153.00	67,287.00	50,761.00
Total Available Admin	195,201.00	18,000.00	177,201.00	59,153.00	67,287.00	50,761.00
ADMIN BUDGET						
Salaries & Wages	65,000.00	7,000.00	58,000.00	19,361.48	22,023.84	16,614.68
Payroll Expense - Other	250.00		250.00	83.45	94.93	71.62
Fringe Benefits	15,410.00	2,600.00	12,810.00	4,276.22	4,864.23	3,669.55
P/A-Admin Costs	93,266.00	8,150.00	85,116.00	28,413.31	32,320.36	24,382.33
Communication - Telephone	480.00	250.00	230.00	76.78	87.34	65.89
Computer Software Maint/Renewals	0.00		-	-	-	-
Motor Pool	0.00		-	-	-	-
Bank Service Fees	860.00		860.00	287.08	326.56	246.36
Materials & Supplies	50.00		50.00	16.69	18.99	14.32
Membership/Sub/Pro Activity	0.00		-	-	-	-
Printing & Reproduction	0.00		-	-	-	-
Rent - Bldg/Storage	0.00		-	-	-	-
Travel-Training & Education	0.00		-	-	-	-
Mileage - Travel	0.00		-	-	-	-
Total Salaries & Overhead	175,316.00	18,000.00	157,316.00	52,515.02	59,736.24	45,064.74
Carryover July - Sept 2022	19,885.00	-	19,885.00	6,637.98	7,550.76	5,696.26
Total Admin Budget	195,201.00	18,000.00	177,201.00	59,153.00	67,287.00	50,761.00

WIOA - Northwest Arkansas Economic Development District
PY 21 Budget-Revised 02/16/2022

PROGRAM REVENUE	TOTAL	NEG AR31	TOTAL FORMULA	YOUTH	ADULT	DLW
PY 19 Allocation	9,000.00	9,000.00	-			
FY 20 Allocation	-		-			
PY 20 Allocation	410,624.00		410,624.00	370,624.00		40,000.00
FY 21 Allocation	631,173.00		631,173.00		257,971.00	373,202.00
PY 21 Allocation	706,418.00		706,418.00	532,384.00	87,097.00	86,937.00
FY 22 Allocation	780,417.00		780,417.00		410,499.00	369,918.00
Total Allocation	2,537,632.00	9,000.00	2,528,632.00	903,008.00	755,567.00	870,057.00
Total Available Program	2,537,632.00	9,000.00	2,528,632.00	903,008.00	755,567.00	870,057.00
Program Budget						
Salaries & Wages	730,500.00	1,000.00	729,500.00	260,514.12	217,977.99	251,007.89
Payroll Expense - Other	10,000.00		10,000.00	3,571.13	2,988.05	3,440.82
Fringe Benefits	163,930.00	200.00	163,730.00	58,470.15	48,923.29	56,336.56
P/A-Admin Costs	104,560.00		104,560.00	37,339.76	31,243.01	35,977.22
Outreach	150.00		150.00	53.57	44.82	51.61
Postage	405.00		405.00	144.63	121.02	139.35
Communication - Telephone	19,695.00		19,695.00	7,033.35	5,884.96	6,776.70
Computer Software Maint/Renewals	780.00		780.00	278.55	233.07	268.38
Depreciation Exp	10,015.00		10,015.00	3,576.49	2,992.53	3,445.98
Equipment	0.00		-	-	-	-
IFA Costs	32,445.00		32,445.00	11,586.54	9,694.72	11,163.74
INTEREST EXPENSE	980.00		980.00	349.97	292.83	337.20
Motor Pool	1,415.00		1,415.00	505.32	422.81	486.88
Materials & Supplies	9,665.00		9,665.00	3,451.50	2,887.95	3,325.55
Membership/Sub/Pro Activity	3,540.00		3,540.00	1,264.18	1,057.77	1,218.05
Printing & Reproduction	2,110.00		2,110.00	753.51	630.48	726.01
Professional Services/Consultant			-	-	-	-
Rent - Bldg/Storage	41,415.00		41,415.00	14,789.85	12,374.99	14,250.16
Travel- Training & Education	4,500.00		4,500.00	1,607.01	1,344.62	1,548.37
Employee Tuition Reimbursement	500.00		500.00	178.56	149.40	172.04

WIOA - Northwest Arkansas Economic Development District
PY 21 Budget-Revised 02/16/2022

Mileage - Travel	7,500.00		7,500.00	2,678.35	2,241.03	2,580.62
Meeting Cost	945.00	-	945.00	337.47	282.37	325.16
Total Salaries and Overhead	1,145,050.00	1,200.00	1,143,850.00	408,483.99	341,787.70	393,578.31
Participant Costs	1,202,324.01	7,800.00	1,194,524.01	494,524.01	390,000.00	310,000.00
Carryover July - Sept 2022	190,257.99	-	190,257.99	(0.00)	23,779.30	166,478.69
Total Program Budget	2,537,632.00	9,000.00	2,528,632.00	903,008.00	755,567.00	870,057.00
Total Budget	2,732,833.00	27,000.00	2,705,833.00	962,161.00	822,854.00	920,818.00



Northwest Arkansas Economic Development District

Policy Name	Youth Additional Barrier
Effective Date	March 1, 2017
Date Approved by the Board	March 1, 2017
Date suspended pending local Plan Revision	October 18, 2018
Date Reinstated	March 4, 2020
Amended	March 2, 2022

The WIOA regulations allow the local workforce board to define an "additional barrier" that can be used when certifying youth for WIOA program services under sec. 129 (C)(VII) "an individual who requires additional assistance to complete an educational program or to secure or hold employment". The NWA WDB has approved the following definition to be used for this purpose.

- 1) Barrier - A 16–24-year-old youth who never obtained full-time employment defined as working for 40 hours per week for 6 consecutive months.

Reason for Barrier - The website, <http://www.governing.com/gov-data/economy-finance/youth-employment-unemployment-rate-data-by-state.html> provides statistics showing the high unemployment rate as follows:

Age 16 - 24 - 17.7%

Age 16 - 19 - 26.20%

Age 20 - 24 - 14.805%

Even though the unemployment rate in Arkansas is declining it remains high for the population served in the WIOA youth program, therefore causing a barrier to these individuals finding a meaningful career and employment.

According to "Helping OSY Attain Labor Market Success" report at www.nyu.edu/gsas/dept/politics/faculty, employers that offer jobs with good wages and advancement opportunities are reluctant to hire youth with no or limited work history. These youth are often in short-term positions and fail to gain the training and valuable skills for careers.

- 2) Barrier - Children of incarcerated parents (current or past).

Reason for Barrier- the website, www.prb.org/Publications/Articles/2014/incarcerated-parents-an-children-health.aspx states that children of incarcerated parents are extremely vulnerable group, and much more likely to have behavioral problems and

physical and mental health conditions than their peers, reports Kristin Turney, a University of California-Irvine sociologist. All of these conditions can affect the youth's ability to gain meaningful training and valuable skills for careers.

- 3) A youth who grew up in or lives in a single parent household.

Reason for Barrier - The website, <http://datacenter.kidscount.org/publications> on the Annie E. Casey Foundation website children growing up in single-parent families typically do not have the same economic or human resources available as those growing up in two-parent families. Compared with children in married-couple families, children raised in single parent households are more likely to drop out of school, to have or cause teen pregnancy and to experience a divorce in adulthood.

- 4) A youth who was or is being raised by his/her grandparent(s) or caretaker (other than natural parent).

Reason for Barrier - The website, <http://www.prb.org/Publications/Articles/2012/US-children-grandparents.aspx>, provides the following information:

By contrast, skipped-generation or custodial grandparent households are made up of grandparents and grandchildren only, and are frequently the result of the grandchild's parents' substance abuse, but also incarcerations, death, mental illness or child neglect. Difficult family circumstances often lead to custodial grandparent care and custodial grandchildren have higher levels of emotional and behavioral problems than children in the overall U.S. populations, according to a study Smith conducted with support from the National Institute of Mental Health.

- 5) A Youth who lives in a rural area. Definition of "rural area" is any land population in a county that is classified as non-Metro.

Reason for Barrier - The website, <http://www.afterschoolalliance.org/Issuebriefs/issuerural4.pdf>, provides the following supporting documentation:

Partly due to structural conditions such as geographic isolation, fewer services, fewer jobs, and fewer opportunities rural communities are ill-equipped to break out of the poverty cycle. Consequently, children who grow up in rural poverty face obstacles early in life that make it difficult for them to escape poverty as adults.

Note the following 5 percent categories below:

In School Youth (ISY) limitation: Per WIOA Section 129(a)(3)(B), not more than 5 percent of the ISY served during a program year may be eligible based only on the additional assistance criterion.

Low-Income Exception: WIOA 129(a)(3)(A) allows for 5 percent of youth served during a program year who may be eligible but are not low income. The 5 percent may be figured on Out of School Youth (OSY) or In School Youth (ISY) or both combined. For OSY, the 5 percent is only those OSY who are eligible based on one of the two elements that require the OSY to be low income. 1) additional assistance and 2) high school diploma plus basic skills deficient or English language learner. ALL In School Youth are low income.

Documentation needed:

- Self-Attestation or Case Notes

John Dyess, Chair

Date



Policy Title:	Business Services
Date Approved by the Board:	

I. Purpose

The purpose of this policy is to outline the strategic vision of business service provision in the Northwest Arkansas Workforce Development Area. This policy presents required actions of WIOA partners to expand the capacity to provide business services, and capture data on business services provided to consumers.

II. Summary and Impact

The Workforce Innovation and Opportunity Act (WIOA) of 2014 created a comprehensive workforce development system that places emphasis on the role of business as a primary customer in the One-Stop Delivery System. WIOA mandates that LWDBs develop strategies to establish and sustain lasting partnerships for the delivery of business services beyond changes in One-Stop operators or career services providers. Local areas must establish and develop relationships and networks with employers and their intermediaries; convene or implement industry or sector partnerships; and may provide additional services that meet area workforce development needs in accordance with partner programs’ statutory requirements. These strategies are reflected in the Northwest Arkansas Workforce Development Area Regional and Local Plan.

Full integration of business services is critical to achieving a high performing workforce development system. Under the WIOA, workforce centers and their partners ensure that businesses and job seekers have access to information and services that lead to positive employment outcomes. To support area employers and industry sectors most effectively, the Business Services Team delivers quality services that assist in overcoming the challenges of recruiting, retaining, and developing talent for the regional economy.

III. Policy

A. Role of WIOA Title 1 Administrator

The WIOA Title I Program Administrator supports the strategic planning and implementation of revitalized or enhanced business engagement activities within the state. Promoting interagency collaboration, forming partnerships, and leveraging resources will be a vital aspect in meeting the workforce needs of businesses. The WIOA Title I Administrator’s role is to provide guidance and support to the local workforce development area in ensuring

implementation of this policy. In collaboration with the Business Services Coordinator, the WIOA Title I Administrator will establish a Business Services Team to ensure a strategic and focused approach to providing coordinated and consistent services to businesses. This cross-agency team of leaders will convene regularly to provide strategic direction, technical assistance, results monitoring, and enhanced business service delivery to the Northwest Arkansas Workforce Development area.

B. Role of Business Services Coordinator

The Business Services Coordinator will develop, implement, and sustain the activities for business services across the Northwest Arkansas Workforce Development Area. This position will focus on the delivery of business services through an integrated, solution-oriented approach by a cross functional team. The incorporation of an integrated and aligned business services strategy among partners presents a unified voice for the workforce center in its communication with employers and shall lead to improved skills, credentials, and employment attainment in areas driven by business demand. The Business Services Coordinator will develop new sector partnerships and strengthen existing partnerships to address local workforce needs and develop and maintain relationships with local businesses, industry representatives, and training agencies that will lead to participant career placements and stronger business relations. Under direct supervision of the WIOA Title I Administrator, the Business Services Coordinator will develop and execute strategic direction and vision for the Business Services Team in Northwest Arkansas.

C. Role of LWDBs and One-Stop Centers in Providing Business Services

LWDB's will be responsible for ensuring the coordination of business service delivery to businesses in the local area according to their local plan and the combined state plan. Coordinated efforts should be focused on creating a streamlined business process and preventing duplicative services and contacts to businesses. LWDB's are expected to execute their role through the convening of a business team and the orderly coordination of the following activities:

- Building relationships with businesses and business-focused organizations
- Integrating and streamlining business services
- Providing informational resources to businesses
- Assisting businesses with recruiting, hiring, upskilling, and training needs
- Providing customized services to businesses

D. Requirements for LWDB Business Services Teams

Business Services Teams are cross-agency, cross-programmatic groups comprised of representatives of each of the core partner agencies, economic development, and other partners as appropriate. These teams are designed to ensure a comprehensive array of services are provided to businesses.

The composition of the NWA Business Services Team shall include leadership from:

- Northwest Arkansas Economic Development District (Title I)

- Arkansas Division of Career Education (Title II)
- Arkansas Division of Workforce Services (Title III)
- Arkansas Rehabilitation Services (Title IV)
- Arkansas Division of Services for the Blind (Title IV)
- In-demand industry sectors

Each partner agency has statutory requirements for creating relationships with businesses and assisting clients through their funding in finding employment opportunities. The single point of contact is not intended to be one individual responsible for all relationships in the local workforce development area through which all businesses must go to access workforce services. All members of the Business Services Team are expected to create and strengthen business relations in the community in a coordinated and targeted manner.

The NWA Business Services Team will be responsible for the following activities:

- Evaluating, identifying, and establishing appropriate solutions to assist in the effective delivery of business services
- Assuring all workforce agencies are fully participating in the Business Services Team
- Standardizing business services outreach materials for local area adoption
- Analyzing and addressing barriers to collaboration between state, regional, and local business services teams
- Evaluating business customer satisfaction
- Mapping business solutions and providing training to LWDB staff and stakeholders on how to mobilize these resources, including peer-to-peer learning opportunities

The Business Services Team will facilitate solutions to ensure these standards are implemented:

- Standardized timeframes to respond to business inquiries and subsequent contact in order to deliver specialized and collaborative solutions to meet business needs; alternative options must be provided if the LWDB cannot provide an affirmative response to the initial request for services
- A business satisfaction tool will be implemented to assist with demonstrating continuous improvement
- Document progression towards goals

E. Business Services Reporting

LWDBs are required to track and report the number, type, size, and services provided to businesses. Using a report template, each WIOA core partner or state workforce agency will collect business data information from their local area for quarterly reporting.

F. Evaluation

The Business Services Coordinator will provide oversight and reporting for the following metrics:

- A shared vision and strategy for business services signed by all active partners
- A unified approach and message that is focused on the workforce system holistically as opposed to a program specific approach
- An outreach plan based on sector strategies identified in the local plan
- Identification of locally available resources, including channels for outreach and how they will be used
- The role of each partner in performing outreach activities
- A method for determining the effectiveness of local outreach efforts
- A description of additional partnerships to assist in communications and outreach to include business roundtables, business advisory councils, or existing business visitation programs through economic development activities
- The development of a procedure for business services referrals
- The website must include a standard point of contact protocol with updated contact information for businesses and provide a list of available business services within the local workforce area.

IV. References

- United States Department of Labor, Workforce Innovation and Opportunity Act, Final Rule, 20 CFR 678.435
- Arkansas Workforce Delivery System Vision
- Northwest Arkansas Workforce Development Area Regional and Local Plan

John Dyess, Chair

Date

One Stop Operator Report July 1, 2021 through December 31, 2021

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 20	PY 21	PY 20	PY 21
Fayetteville	43	66	49	74
Harrison	56	56	74	69
Mtn. Home	29	30	43	67
Rogers	47	41	69	51
Total	175	193	235	261

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 20	PY 21	PY 20	PY21	PY 20	PY 21	PY 20	PY 21
Arkansas State University at Mountain Home	53	66	64	47	63	86	96	57
Fayetteville Public Schools	160	151	135	124	173	171	135	129
North Arkansas College	158	188	107	151	201	226	125	172
Northwest Arkansas Community College	608	667	387	368	805	908	423	482
Northwest Technical Institute	429	458	291	318	533	591	318	374
Ozark Literacy Council	43	82	3	51	87	110	3	53
Total	1,451	1,612	987	1,059	1,862	2,092	1,100	1,267

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 20	PY 21	PY 20	PY 21
Fayetteville	5,298	2,099	10,133	5,089
Harrison	3,145	1,257	7,399	2,300
Mtn. Home	1,356	818	2,957	1,603
Rogers	6,236	2,227	11,888	4,888
Total	16,035	6,401	32,377	13,880

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 20	PY 21	PY 20	PY 21	PY 20	PY 21	PY 20	PY 21	PY 20	PY 21
Fayetteville	80	86	70	88	162	196	142	150	1,242	1,143
Harrison	12	9	9	13	38	20	17	17	143	74
Total	92	95	79	101	200	216	159	167	1,385	1,217

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 20	PY 21	PY 20	PY 21	PY 20	PY 21
Benton County	16	2	31	13	19	64
Baxter, Boone, Carroll, Madison, Marion, Newton, and Searcy Counties	13	11	21	18	36	27
Washington County	18	8	34	12	62	50
Total	47	21	86	43	117	141

Relocation of Arkansas Workforce Center at Fayetteville

Doors open at new location March 1, 2022

The Arkansas Workforce Center at Fayetteville will move from 2143 West Martin Luther King Blvd to the Commerce Business Park, 2153 East Joyce Blvd, Suite 201. Doors will open at the new location March 1, 2022.

Starting February 22, 2022, customers can visit the Mobile Workforce Center at the current Fayetteville Workforce Center location on West Martin Luther King Blvd. The RV will be in the parking lot from 8:00 a.m. to 4:00 p.m. daily to ensure DWS services are available and accessible to customers throughout the moving process.

The move will co-locate the Arkansas Workforce Center and Arkansas Rehabilitation Services. Having these partners together in the Commerce Business Park will make it easier for customers to access the resources provided by both and enhance services for employers and job seekers.

Upcoming Career/Job Fairs

Veteran Job Fair – Fayetteville Public Library on March 8, 2022, 8:00 a.m. to 7:00 p.m.

2022 Career Fair – North Arkansas College on March 10, 2022, 10:00 a.m. to 2:00 p.m.

Construction Career Day Industry Showcase – Jones Center, April 13, 2022, 8:30 a.m. to 2:00 p.m.

Northwest Arkansas Spring Job Fair – Frisco Station Mall, May 4, 2022, 10:00 a.m. to 3:00 p.m.

Military and Veteran Resource Kiosks (Camp Connect)



Camp Connect is a resource and communication hub utilizing interactive and informative kiosks, located in common places military and veterans frequent. Resources include physical and mental health, career, education and training, legal, family and child services, emergency assistance and housing.

In partnership with the Northwest Arkansas Veteran Coalition, Camp Alliance will be placing 25 Kiosks in Northwest Arkansas and the River Valley to include County Administration buildings, Military Installations, Armories, University, and Colleges, Veteran County Service Offices, and others identified high traffic areas. As Camp Alliance moves into phase two, another 50 units will be placed around the state. The goal in phase three is to have at least one kiosk in every county.

Aaron Johnson, Harrison DWS Manager, and Vickie Linch, DVOP/Employment Services

NWACC Adult Education

NWACC Adult Education hosted ten staff members from the Arkansas Workforce Centers in Rogers and Fayetteville offices on October 6, 2021. Adult Education, DWS and NWAEDD Title 1B are three of the WIOA four core partners. This lunch meeting in the SCWT Walmart Auditorium was the first face-to-face partners meeting since before the



pandemic. Each of the participants took time to introduce themselves, their titles, their location, and spoke briefly about their services to clients. After presentations were completed, there was a time for questions and answers and opportunities to make individual connections.



“Alternatives to College” Night

NWAEDD Career Advisors, Rebecca McWilliams (Fayetteville) and Tim Simpson (Rogers) attended “Alternatives to College” night at Teen Action & Support Center (TASC) in Springdale on November 2, 2021. They presented information to potential participants on WIOA and how it could benefit them. Carole Shaver (Rogers) attended the meeting in Rogers.



Success Story by Michelle Ryan, NWAEDD Harrison Career Advisor



Melody Tapprich was an older worker in the Adult WIOA program and completed the CDL training program at North Arkansas College in December 2021. She is currently working for Roehl Transport. They flew her to Atlanta for orientation and she passed their driving inspection. Roehl then flew her to Chicago to meet up with a woman truck driver trainer. She now has her own routes and said it is a challenge, but it is fun!

Expenditure Report 7/1/2021 to 12/31/2021

	Budget	Expenditures	Balance	%
Personnel Services/Salary	\$18,486.00	\$8,854.21	\$9,631.79	48%
Fringe Benefits	5,546.00	3,578.01	1967.99	65%
Travel	1,000.00		1,000.00	0%
Training & Education	300.00		300.00	0%
Telephone/Internet/Fax/Postage	600.00	240.00	360.00	40%
Printing/Reproduction	100.00		100.00	0%
Materials & Supplies	100.00		100.00	0%
Membership/Subscriptions/Professional Services	100.00		100.00	0%
Maintenance/Repairs	100.00		100.00	0%
Indirect Costs	6,468.00		6,468.00	0%
Total	\$32,800.00	\$12,672.22	\$20,127.78	39%

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
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 to 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 to 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 a.m.

John Dyess, Chair

Date

NORTHWEST ARKANSAS LOCAL WORKFORCE DEVELOPMENT BOARD
Minutes of Electronic Meeting December 2, 2021

An electronic meeting of the Northwest Arkansas Workforce Development Board (LWDB) was held Thursday, December 2, 2021.

MS. PATTY METHVIN emailed the updated agenda, the revised Northwest Board budget that included the addition of the Business Services Coordinator's salary, and the WIOA revised budget for approval.

A motion was made and seconded to approve the Northwest Board revised budget and the WIOA revised budget. The motion passed.

John Dyess, Chair

NORTHWEST ARKANSAS LOCAL WORKFORCE DEVELOPMENT BOARD
Minutes, Thursday, January 27, 2022, 1:00 p.m.
Via Conference Call and Zoom

A meeting of the Northwest Arkansas Workforce Development Board was held via Zoom and Conference call on Thursday, January 27, 2022, at 1:00 p.m.

Board members present via Zoom or conference call were:

MR. BEN ALDAMA, NWACC ADULT ED.
MR. EDDIE BARTLETT, BARTLETT FAMILY DENTISTRY
MS. SARAH BROZYNSKI, BAXTER REGIONAL MEDICAL CENTER
MS. CHERYL DAVENPORT, ADVANCED MARINE PERFORMANCE
MR. JOHN DYESS, ALTRONIC RESEARCH, INC., Proxy Bo Phillips
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. BOB LARGENT, HARRISON REGIONAL CHAMBER OF COMMERCE
MR. ROSS PARKER, PARKER FARMS AND RENTALS
MR. BO PHILLIPS, COX-RAPID SCALE, HARRISON
MR. KELLEY SHARP, UNIVERSITY OF ARKANSAS FAYETTEVILLE
MR. RICKY TOMPKINS, NWACC

Board members absent and excused were:

MR. DAVID BELL, DAVID BELL, LLC.

Others present were:

Mr. Taff Grice, NWAEDD
Mr. James Moss, NWAEDD
Mr. Joe Willis, NWAEDD
Mr. Nicholas Ryburn , Adult Education
Mr. Tom Ginn, AEDC
Mr. Matt Twyford, AEDC
Ms. Susan Sangren, NWAEDD
Ms. Joyce Akidi, AWDS

The meeting was called to order at 1:05 by CHAIR JOHN DYESS.

MS. PATTY METHVIN gave the One Stop Operator/Program/Fiscal Monitoring Procurement Task Force update. There was one proposal received on December 17, 2021, by Hightower Workforce Initiatives. The Task Force met on January 13, 2022, to score the proposal. All scores were rated acceptable or exceeds expectations. The Task force passed a motion that Northwest accept the bid and contracts with Hightower Workforce Initiatives to monitor the One Stop Operator, Program, and fiscal files.

MR. EDDIE BARTLETT made a motion to ratify the decision of the Task Force to accept the bid and contract with Hightower Workforce Initiatives. The motion was seconded by MR. BEN ALDAMA. The motion passed.

MS. METHVIN presented updates to the Northwest Supportive Services policy. Those updates include adding rental deposit to the list of residential supportive services and adding a paragraph allowing for Emergency Housing. After discussion a motion was made by MR. WALTER HINOHOSA to approve the changes to the policy with the addition of having the Executive Director approve any Emergency Housing requests. The motion was seconded by MS. SARAH BROZYNSKI. The motion passed.

The meeting was adjourned at 1:35.

John Dyess, Chair

Eligible Training Provider Approvals 12-01-2021 to 03-02-2022

Program Name	Provider Name	Local Review Date
Respiratory Therapy	NWACC	02/09/2022
Construction Management	NWACC	02/09/2022
CDL Training	NWACC	02/09/2022
Commercial Driver's License (CDL) Truck Driving	NWACC	02/09/2022
HVAC and Refrigeration Maintenance	NWACC	02/09/2022
Respiratory Therapy	NWACC	02/09/2022
CNA/PCA	NWACC	02/09/2022
Health Information Management	NWACC	02/09/2022
Big Data Engineering	NWACC	02/09/2022
Agriculture, Food and Life Science	NWACC	02/09/2022
Registered Nurse	NWACC	02/09/2022
Criminal Justice-Technical Certificate	NWACC	02/09/2022
Child Advocacy Studies	NWACC	02/09/2022
Electronics Technology	NWACC	01/26/2022
Computer Aided Design	NWACC	01/26/2022
Electrical Technician in Construction and Industry Manufacturing	Northeast Technology Center	01/05/2022
Certified Administrative Professional with Exam Voucher	U of A Global Campus	01/05/2022
Front-End Web Development Certificate	U of A Global Campus	01/05/2022
Licensed Practical Nursing	U of A Global Campus	01/05/2022
Accounts Payable Manager Certification with Exam Voucher, Inc.	U of A Global Campus	01/05/2022
Physical Therapist Assistant	NWACC	01/04/2022
Manufacturing Technology	North Arkansas College	01/04/2022
Construction Technology	NWACC	01/04/2022
Limited Licensed Radiologic Technologist	Petra Allied Health	01/04/2022
Computer Information Systems	NWACC	01/04/2022
Project Management Essentials with CAPM Prep	UA Global	01/04/2022
Limited Licensed Radiologic Technologist	Petra Allied Health	01/04/2022
Medical Billing and Coding	UA Global Campus	01/04/2022
Medical Administrative Assistant	UA Global Campus	01/04/2022
Professional Translator: English/Spanish	UA Global Campus	01/04/2022
Criminal Justice – AAS	NWACC	01/04/2022
Pharmacy Technician	UA Global Campus	01/04/2022

Medical Assistant	Petra Allied Health	01/04/2022
Dental Assistant	Petra Allied Health	01/04/2022
Physical Therapy/Therapist	ASU MH	01/04/2022
Workforce Technology	North Arkansas College	01/04/2022
Construction Technology	NWACC	01/04/2022
Physical Therapist Assistant	NWACC	01/04/2022
MSSC Certified Production Technician	North Arkansas College	01/04/2022
Computer Information Systems	NWACC	01/04/2022
Truck and Bus Driver/Commercial Vehicle Operator and Instructor	Mid-America Truck Driving School, Inc.	01/04/2022
Business Management – Logistics Management	NWACC	01/04/2022
Nursing Assistant	North Arkansas College	01/04/2022
Culinary Arts	NWACC	01/04/2022
Manufacturing Technology	North Arkansas College	01/04/2022
AAS in Business Management – Option Accounting Technology	NWACC	01/04/2022
Emergency Medical Technology - AAS Paramedic	NWACC	01/04/2022
Paralegal	NWACC	01/04/2022
Graphic Design	NWACC	01/04/2022
CNC Machine Tools 1	Business and Industry Training	01/04/2022
Truck and Bus Driver Commercial Vehicle Operator and Instructor	Mid-America Truck Driving School, Inc.	01/04/2022
CNC Machine Tools 1	Business and Industry Training	01/04/2022
Electrical Systems 1	Business and Industry Training	01/04/2022
Culinary Arts	NWACC	01/04/2022
Medical Administrative Assistant	UA Global Campus	01/04/2022
Physical Therapy/Therapist	ASU MH	01/04/2022
Construction Technology	NWACC	01/04/2022
Pharmacy Technician	UA Global Campus	01/04/2022
Business Administration	North Arkansas College	01/04/2022
Java Development Certificate	UA Global Campus	01/04/2022
Nursing Assistant	North Arkansas College	01/04/2022
Truck Driving	North Arkansas College	01/03/2022

Digital Media/Design	North Arkansas College	01/03/2022
Automation and Systems Integration	North Arkansas College	01/03/2022
Heating, Ventilation and Air Conditioning	North Arkansas College	01/03/2022
Clinical Medical Assistant	North Arkansas College	01/03/2022
Surgical Technology	North Arkansas College	01/03/2022
Welding	North Arkansas College	01/03/2022
Emergency Medical Technology/Technician (EMT) Paramedic	ASU MH	01/03/2022
Medical Billing and Coding/Insurance Specialist	Petra Allied Health	01/03/2022
Funeral Science	ASU MH	01/03/2022
AWS Academy Cloud Foundations	NWACC	01/03/2022
Phlebotomy	ASU MH	01/03/2022
Computer Controlled Machinist Technology/Machinist	Business and Industry Training	01/03/2022
RN	North Arkansas College	01/03/2022
Radiology Technology	North Arkansas College	01/03/2022
LPN	ASU MH	01/03/2022
Phlebotomy	ASU MH	01/03/2022
Information Technology	North Arkansas College	01/03/2022
Funeral Science	ASU MH	01/03/2022
Medical Billing and Coding/Insurance Specialist	Petra Allied Health	01/03/2022
Surgical Technology	North Arkansas College	01/03/2022
Clinical Medical assistant	North Arkansas College	01/03/2022
Automations and Systems Integration	North Arkansas College	01/03/2022