

**Western Arkansas Workforce Development Board Meeting
Fort Smith Riverfront Events Building
121 River Front Drive; Fort Smith, AR – 1:00 P.M.
March 8, 2017**

Call to Order: Miles Crawford called the meeting of the Western Arkansas Workforce Development Board to order at 1:15 p.m.

Roll Call: The following members were present: Dana Byrum, Nanci Caillouet, Miles Crawford, Dr. Debbie Faubus-Kendrick, Susan Featherston, Stephen Herring, Martha Holt, Rachel Mize, Cathy Nesbit, Tina Shores, Vickie Spicer, Bill Stuckey, Kathy Swift and Danielle Jolie, proxy for Ken Warden.

The following members were present by proxy: Ken Warden by Danielle Jolie.

Others present were: Justin Smith, Gary Udouj, Tia Pinkston, Deborah Spangler, Della Winford, Carmen Hensley, Dan Crow, John Lovett, Rhonda Bell, Sasha Grist and Dennis Williamson.

Approval of December 15, 2016 Minutes Meeting: Vickie Spicer stated that David Reamy was not at the board meeting as stated in “Others Present” and this correction should be made to the minutes. Debbie Faubus-Kendrick motioned to approve the December 15, 2016 minutes with the correction stated. Nanci Caillouet seconded and the motion passed unanimously.

Chairman’s Report: Debbie Faubus-Kendrick made a motion to consolidate the Agenda items listed which were part of the Committee’s Reports. Vickie Spicer seconded and the motion passed unanimously.

Adult Education bidders were asked to leave the room during this discussion. Martha Holt, Chairman of the Adult Ed Review Committee reported the committee reviewed applications over the weekend and met on 3/6/17. Ms. Holt stated there were five applications to review: Arkansas Tech University, Fort Smith Adult Education Center, Literacy Council; Van Buren/Crawford County Adult Education Center and, Rich Mountain. Nanci Caillouet made a motion to accept and approve the committee’s results from the application reviews for submission to the Department of Career Adult Education. Vickie Spicer seconded and the motion passed unanimously.

One-Stop Operators were asked to leave the room during this discussion. Debbie Faubus-Kendrick stated the Committee had met several times, completed a final RFQ, but recommended re-evaluating this approach. Dennis Williamson reported he had talked to MaryAnn Lawrence, an expert in WIOA procurement and procedure, about helping with the request for proposal with the possibility of looking at a combined RFP for One-Stop Operator and Adult, Dislocated Worker, and Youth services. He also stated that leveraging Western and Southwest in procuring her services would reduce the cost of services to be

less than \$3,500 for each region. Ms. Lawrence would assist the board in putting together the RFP, post it, get the packet out and make sure we are answering questions correctly as well as assist in review the applications. It was decided to pursue MaryAnn Lawrence pending the Executive Committee's acceptance of her credentials and a proposal of what she will do for WIOA by April 1. Vickie Spicer made a motion to accept and approve the assistance of Ms. Lawrence with the One-Stop and Title One. Dana Byrum seconded and the motion passed unanimously.

Regional Local Plan: Dennis Williamson stated that he had been working with the State of Arkansas on the Regional/Local Plan and it was extremely slow. The Plan must be completed and re-submitted by May 19, 2017. Mr. Williamson explained this is a four (4) year plan that will end in July 2020.

Apprentice Workshop Update: Dennis Williamson discussed the Apprentice Workshop held March 7, 2017 at the River Front in Fort Smith. It had great representation and he felt a committee designed around apprenticeship would be beneficial. He asked members to submit ideals for the apprentice committee by Friday, March 17th and stated a webinar would be beneficial for those interested.

Arkansas Department of Continuing Education applications: Topic was covered in Committee report.

Sector Strategy Update: Dennis Williamson reported the State has a \$15,000 Arkansas Sector Partnership grant and is preparing to accept a grant for us and Southwest. The grants currently have a use deadline of July 1, 2017. This grant would be used for baseline data (real time data evaluating demand and growth occupation sectors) and every six months for two years, we would get a follow up for our areas. This service would provide the data, professional validation, and analytics to evaluate a course for sector strategies throughout the region. Dana Byrum made a motion to pursue the Sector Strategy grant. Bill Stuckey seconded and the motion passed unanimously.

Trane and future reaction to potential closings: Dennis Williamson reported the Trane plant was shutting down in two phases. The core partners met to discuss this event and how to assist those affected quickly. There was also a conversation started about how this happens, how to prevent this from happening in the future, or at least how to engage industry in the region to be more proactive for those affected workers.


June Venue for Board Meeting:

The Board will have their next meeting on June 20, 2017, at ATU-Ozark. The September 26th meeting will be held at the University of Arkansas Fort Smith at 1:00 p.m.; December 12th at the Fort Smith Adult Education Center.

NAWB Conference: Dennis Williamson and Miles Crawford will attend the National Association of Workforce Boards in Washington, DC, March 25 – 28. This will be a topic of discussion at the June board meeting to evaluate the value to the Workforce board.

Request for Quote/Request for Proposal Adult, Dislocated Worker and Youth: Topic was covered in Committee report.

Adjourn: There being no further business, Tina Shores motioned to adjourn the meeting. Debbie Faubus-Kendrick seconded and the meeting adjourned.



Miles Crawford, Board Chairperson

