

**Western Arkansas Workforce
Development Board
Meeting Agenda**

June 26, 2018

1:00 PM

Mercy Hospital, Sicard Room
7301 Rogers Ave., Fort Smith

Type of Meeting: Board

Invitees: Dana Byrum, Nanci Cailloute, John Craig, Miles Crawford, Debbie Faubus-Kendrick, Susan Featherston, Stephen Herring, Martha Holt, Doug Kinslow, Rachel Mize, Stacy Muntz, Cathy Nesbit, Teresa Nichols, Tina Shores, Bruce Sikes, Tom Bonkofsky, Bill Stuckey, Dwayne Young, Jay White





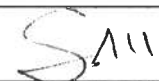
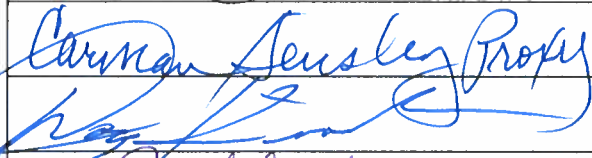

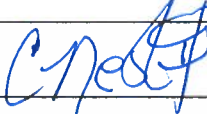

Call to order - *Miles*

- I. Roll call -*staff*
- II. Approval of minutes from last meeting – **attachment to email**
- III. Guest comments from Tom Anderson (State Board Chair) & Arnell Willis (WIOA Director, DWS)
- IV. Committee reports
 - Executive committee - *Miles*
 - Issue Request for Proposal One-Stop / Provider separately this year
 - **Committee approved critical board policies– attachment to email**
 - Disabilities committee - *Dana*
- V. Open issues
 - a) Infrastructure Cost Sharing Agreement (IFA)
 - b) Partner key indicators – need to create a performance committee. (Submit volunteers preferably only one board member)
 - c) Sector partnership success – manufacturing partnership update - Gary
- VI. New business
 - a) PY18 budget approval
 - b) ARWorks – *Tom*
 - c) PY17 monitoring update
 - d) Other business
- VII. Adjournment

**Western Arkansas Workforce Development Meeting
June 26, 2018 – 1:00 PM**

**Mercy Hospital, Sicard Room
7301 Rogers Ave.
Fort Smith, AR**

Please sign in:

	Byrum, Dana
	Bonkofsky, Tom
Gary Uday - Proxy	Cailloute, Nanci
	Craig, John
	Crawford, Miles
Gary Uday - Proxy	Faubus-Kendrick, Debbie
	* Featherston, Susan
	Herring, Stephen
	Holt, Martha
	Kinslow, Doug
Rachel Mize	Mize, Rachel
	Muntz, Stacy
	Nesbit, Cathy
	Nichols, Teresa
	Shores, Tina
Kerine Olou Proxy	Sikes, Bruce
Bill Stuckey	Stuckey, Bill
	Young, Dwayne
	White, Jay

**Western Arkansas Workforce
Development Board**

Proxy

Date: June 26, 2018

Due to a conflict in my schedule, I authorize Gary Udouj to be my proxy at the June 26, 2018 Western Arkansas Workforce Development Board meeting.

Name:

Signature:

Debbie Faubus-Kendrick
Debbie Faubus-Kendrick

Western Arkansas Workforce

Development Board

Proxy

Date: June 26, 2018

Due to a conflict in my schedule, I authorize Gary Udouj to be my proxy at the June 26, 2018 Western Arkansas Workforce Development Board meeting.

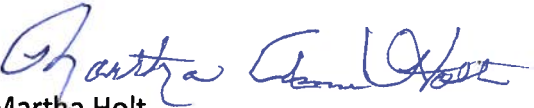
Name: Nanci Caillouet
Signature: Nanci K. Caillouet

June 25, 2018

To Whom It May Concern:

Please accept this letter as authorization for Carman Hensley to serve as my proxy at the Western Arkansas Workforce Development Board meeting tomorrow.

Sincerely,



Martha Holt



ARKANSAS TECH
UNIVERSITY
OZARK CAMPUS

1700 Helberg Lane
Ozark, Arkansas 72949

Office: 479-667-2117
Fax: 479-667-1422
www.atu.edu/ozark

June 25, 2018

Dennis Williamson
Workforce Development Board

Dear Mr. Williamson:

Ms. Regina Olson, Adult Education Director, ATU-Ozark, will serve as my proxy at the Workforce Investment Board meeting on Tuesday, June 26, 2018. Thank you.

Sincerely,

Bruce Sikes
Chancellor

**Western Arkansas Workforce Development Board Meeting
River Park Events Building, West Room
121 River Front Dr., Fort Smith, AR 72903
March 13, 2018**

Call to Order: Miles Crawford called the meeting of the Western Arkansas Workforce Development Board Meeting to order at 1:00 p.m.

Roll Call: The following members were present: Dana Byrum, Nanci Caillouet, John Craig, Miles Crawford, Debbie Faubus-Kendrick, Martha Holt, Doug Kinslow, Rachel Mize, Cathy Nesbit, Teresa Nichols, Tina Shores, Bill Stuckey

The following members were present by proxy: Susan Featherston *proxy Miles Crawford*, Stephen Herring *proxy Miles Crawford*, Bruce Sikes *proxy Regina Olson*

Others present were: Kim Bartlett, Kristina Davis, Ashley Garris, Sasha Grist, Olan James, Elizabeth Reed, Judy Skerbitz, and Dennis Williamson.

Approval of Previous Meeting Minutes: Tina Shores motioned to approve the minutes of the December 12, 2017 meeting as presented. Doug Kinslow seconded, and the motion passed unanimously.

Open Items

Infrastructure Cost Sharing Agreement (IFA):

Process started June 2017, was due to be completed January 1, 2018. The State was unable to meet the date commitment. Western Arkansas is the only workforce area that has a completed and presented IFA, it is currently being circulated for signatures. The signatures and all the processes should be completed by the end of March. The IFA is attached as an addendum to the MOU approved by the WAWDB last June.

Key Indicators Important to Each Partner Program

Over the next few meetings each board member will describe their agency. Each will share key indicators: where their financing comes from, who is serviced, how services are offered and what success looks like for their agency. This information will help each board member be aware of the organizations represented and their services, so they may knowledgably and actively guide, give feedback, and participate.

ARS – Arkansas Rehabilitation Services - Dana Byrum –

State and Federally funded. Mission: to help individuals with disabilities get into the workforce and get and stay gainfully employed for at least 90 days and follow up with them for the next year. Programs include: Training programs, transportation, help with accommodations, Independent living for people that can't work, services for the deaf and hard of hearing, return to work stay at work program. Disability is broadly defined by whatever the medical record diagnosis is and classifies it as a disability.

Services for the Blind - Tina Shores –

Under the Dept. of Human Services: State and Federally funded, serving only the blind and visually impaired. Programs include: training, assisting in gainful employment, physical restoration (ie: cataract removal), independent living, assistance in transitioning to higher education and software training. Success is measured by sustained employment of 90+ days with 1 year of follow up.

WAEDA – Western Arkansas Employment Development Agency – Martha Holt –
Title I Under the Department of Labor and Dept. Workforce Services, started in 1965 under Economic Opportunity. Assist adults, dislocated workers and youth in job training. Needs assessment is completed on each applicant to determine individual's needs. Majority of needs are in attaining higher education (ie: college), on-the-job training, travel, and supplies. Success is measured by participants completing college, and/or on-the-job training.

Adult Education – Crawford County Adult Education – Debbie Faubus-Kendrick
State and Federally funded, have not had an increase in funding in 40 years. Service participants are 16 years old and above. Programs are unique and serve different areas. Programs include: GED, ESL, WAGE, and CRC Certificate. Success is defined by training for a job, getting it and keeping it.

Adult Education – ATU Ozark – Regina Olson –
2-year college a part of ATU Russellville, AR. Employment concentration. Degrees include: Certificates of Proficiency to Technical Certificates, and Associates Degrees in Trade type fields. Most programs qualify for the Arkansas Futures Grant that can include free tuition for students. Programs include: Industrial Controls, Allied Health Programs including Nursing and Physical Therapy, Automotive, HVAC, Business, Computer Information Technology. Programs are developed to comply with the Sector Strategy areas, helping people get employed.

Pre-Apprenticeship Program

Industrial Manufacturing Technician Pre-Apprenticeship Program

Debbie Faubus-Kendrick & Dennis Williamson –

Co-Sponsored Program developed and provided by Crawford County Adult Ed, Fort Smith Adult Ed, and ATU Ozark – 10 people minimum to start at each center, participants must be 18 years or older. No HS Diploma or GED required. 40-hour program, culminating in mock interviews with industry and Partner representatives. Class are offered on different dates and times. Curriculum includes: soft skills, integrity, regimented training, OSHA 10, CPR, DOL Apprentice Certification. Periodic reviews will be completed with industry and business partners of program progress, for adjustment to training as needed. No cost for participants or Partner businesses. Funding from Federal AREA Grant and working with NATF and Adult Education Centers. Referrals from all organizations welcome. Success defined as: Getting and retaining jobs, training, entering apprenticeships and post-secondary education, and high Pre-Apprentice completion rates (40-50%).

ARS – Arkansas Rehabilitation Services

Dana Byrum

Pre-Apprentice programs include a counselor in every school in the closest six counties, assisting participants 16 years and older. ACTI-Hot Springs, offers Skype training.

New Business**High Concentration Youth Grant (HCYG):**

Dennis Williamson

HCYG hasn't been used by AR in 10 years. State allocation is \$150,000 across 10 regions. Western Arkansas is a high youth services needs area and will receive \$27,000 grant funding. Funding will be disseminated using the youth funding formula. Youth participants include: 75% Out of School Youth, 25% In School Youth. The State has the paperwork and funds should be received by our next meeting.

Sector Partnership data / On-the-Map Training – Chamber Partners

Dennis Williamson

Labor Force data compiled by AR Economic Development Institute, ULAR

- Data hasn't changed significantly in last 6-month period
- 115,000 work eligible people in our region
- New Partner Identified: Chamber Directors- Chambers of Commerce are connected closely with companies in their area. Partners are requested to visit with Chamber Directors and familiarize them with their agency's services. Chambers can then connect people directly with services.

Project Restore Hope and Re-entry Support Partners

Dennis Williamson

Governor's Task Force – Paul Chapman met with re-entry Partners. Discussed researching ways to share Partner resources, not duplicate them, with underserved areas in the community, including and especially ex-felons and increasing Foster Care problem. Once someone is out of the work system (ie: in jail) they fall off the employment/unemployment books and lose knowledge of and availability to services. High recidivism rates for felons necessitates the need of partners services to help bridge the gap when felons are released to find and maintain lasting employment ultimately keeping them from returning to the penal system.

Mena Workforce Center Dedication

Miles Crawford

Dedication to take place March 14, 2018 at 3pm – All invited to attend.
1100 College Ave., Mena, AR – Rich Mountain Campus.

Board policies updated to WIOA for review by EOM March

Dennis Williamson

WAEDA has developed a preliminary draft of updated Board Policies from the State, DOL, and WIOA. It is a requirement of WIOA that the Board has policies in place with a Title I focus. Policy Committee will complete and present at June 26, 2018 meeting.

Other Business:

Fort Smith Electrical JATC Graduation – March 22, 2018

ARS Career Fest – April 5, 2018 – 12:30-3:00pm. Transition/Business Career Fair

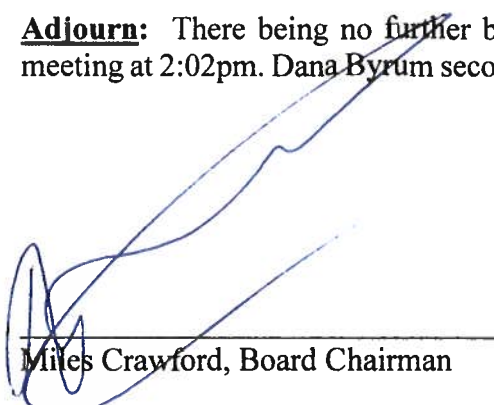
Mena Career Fair – April 11, 2018

Waldron Career Fair – April 13, 2018

Sebastian County Career Fair – April 19, 2018

Crawford County Career Fair – May 8, 2018

Adjourn: There being no further business, Tina Shores made a motion to adjourn the meeting at 2:02pm. Dana Byrum seconded, motion carried, and the meeting was adjourned.



Miles Crawford, Board Chairman

Dennis Williamson

From: Elroy Willoughby <Elroy.Willoughby@arkansas.gov>
Sent: Tuesday, May 29, 2018 8:41 AM
To: 'mallgood@mwlaw.com'; 'rodney.larsen@capdd.org' (rodney.larsen@capdd.org); 'Rthorne2025@aol.com'; Dave Brady (dave@wdbea.org); 'Bday@lrportauthority.com'; 'wj.monagle@arkanas.gov'; 'pwilliams@wcmc.org'; jan@wrpdd.org; 'michael.polk@fsbancorp.com'; 'etsinc@suddenlinkmail.com' (etsinc@suddenlinkmail.com); 'johndyess@altronic.com'; Janie Wheeler (jwheeler@nwaedd.org); 'james@riverridgeequipment.com'; 'dempsey@southeastarkansas.org'; 'rebecca.ives@lmco.com'; Dennis Williamson; dmoore@wcapdd.org; 'miles@goyeinc.com'
Cc: Arnell Willis; Kris Jones (DWS); Steve Guntharp; GTina Smith; Brindon Dixon; Tom Anderson
Subject: State Workforce Development Board Chair and State Board Director Visits to Local Board Meetings

Local Board Chairs and Directors,

On behalf of the Arkansas Workforce Development Board Chair, Mr. Tom Anderson, please accept this email as official notification of the attendance of Chair Anderson at your upcoming Local Workforce Development Board meetings. The Arkansas Workforce Board Director, Arnell Willis, will be accompanying Chairman Anderson. While we understand that you may have a full meeting agenda, Chairman Anderson and Director Willis request a few minutes on your agenda to address your Local Board and briefly discuss the following topics:

1. Strategies to increase services to those individuals identified as having Barriers To Employment (Special Populations)
2. Strategies to increase services to Businesses, including Business Outreach
3. Strategies to increase Local Area's Funds Utilization Rate (FUR) and avoid funds recapture by the State
4. Strategies to increase Services to Ex-Offenders and assist them in finding employment

Please be advised that Chairman Anderson and Director Willis intend to appear at all ten (10) Local Workforce Development Board meetings in the near future. In fact, they recently attended the Southeast Local Workforce Board meeting in May 2018.

If you have any questions, please feel free to contact Director Willis at:

Arnell Willis, Sr.

Workforce Board Director

#2 Capitol Mall/P.O. Box 2981

Little Rock, AR 72203

Tel: 501.371.1022

Fax: 501.371.1030

Email: Arnell.Willis@arkansas.gov.

Chairman Anderson and Director Willis look forward to visiting with each of you.

WESTERN WORKFORCE DEVELOPMENT BOARD

PY 2018

July 1, 2018 to June 30, 2019

ALLOCATION

Adult Award:	373,461.00	PY	FY	
Training Services		36,174.00	83,127.00	
Career Services		4,996.00	111,770.00	
Other Program Activities		11,912.00	83,137.00	
WAPDD Other Program		0.00	5,000.00	
Adult Program Sub-Total		53,082.00	283,034.00	
WAEDA Admin		0.00	0.00	
WAPDD Admin		5,897.00	26,448.00	
WAWDB Admin		0.00	5,000.00	
Adult Admin Sub-Total		5,897.00	31,448.00	
		58,979.00	314,482.00	373,461.00

DLW Award:	395,726.00	PY	FY	
Training Services		36,355.00	162,551.00	
Career Services		22,370.00	111,680.00	
Other Program Activities		3,379.00	14,819.00	
WAPDD Other Program		0.00	5,000.00	
DLW Program Sub-Total		62,104.00	294,050.00	
WAPDD Admin		6,900.00	27,672.00	
WAWDB Admin		0.00	5,000.00	
DLW Admin Sub-Total		6,900.00	32,672.00	
		69,004.00	326,722.00	395,726.00

Youth Award:	377,166.00	PY		
Other Training IN		11,880.75		
Other Training Out		35,642.25		
Work Experience In		16,972.50		
Work Experience Out		50,917.50		
Other Program In		54,667.50		
Other Program Out		164,002.50		
WAPDD Other Program In		1,341.75		
WAPDD Other Program Out		4,025.25		
Youth Total Program		339,450.00		
WAPDD Admin		32,716.00		
WAWDB Admin		5,000.00		
Youth Total		37,716.00		
Youth Total Program and Admin		377,166.00		377,166.00

	PY 2017	PY 2018	Difference
Adult	418,461.00	373,461.00	-45,000.00
DLW	306,830.00	395,726.00	88,896.00
Youth	426,841.00	377,166.00	-49,675.00
	1,152,132.00	1,146,353.00	-5,779.00

*Board
approved
6/26/18*

Formula Funds

	WAEDA	Board	WAPDD	Total
Adult PY18	53,082.00	0.00	5,897.00	58,979.00
Adult FY19	278,034.00	5,000.00	31,448.00	314,482.00
DLW PY18	62,104.00	0.00	6,900.00	69,004.00
DLW FY18	289,050.00	5,000.00	32,672.00	326,722.00
Youth PY17	334,083.00	5,000.00	38,083.00	377,166.00
Total	1,016,353.00	15,000.00	115,000.00	1,146,353.00

**Western Arkansas Workforce Development Board Meeting
Mercy Hospital, Sicard Room
7301 Rogers Ave., Fort Smith, AR
June 26, 2018**

Call to Order: Miles Crawford called the meeting of the Western Arkansas Workforce Development Board Meeting to order at 1:00 p.m.

Roll Call: The following members were present: Dana Byrum, John Craig, Miles Crawford, Doug Kinslow, Rachel Mize, Cathy Nesbit, Teresa Nichols, Tom Bonkofsky, Bill Stuckey

The following members were present by proxy: *Gary Udouj proxy for Nanci Caillouet & Debbie Faubus-Kendrick, Carman Hensley proxy for Martha Holt, Regina Olson proxy for Bruce Sikes*

Others present were: Tom Anderson (AWDB Chair), Arnell Willis (AWDB director), Kim Bartlett, Ashley Garris, Rebecca Edwards, Olan James, Vanessa Caldwell, Judy Skerbitz, Shari Dominguey, Stacy Willinger, Tonya Washington, and Dennis Williamson.

Approval of Previous Meeting Minutes: Doug Kinslow motioned to approve the minutes of the March 13, 2018 meeting as presented. Dana Byrum seconded, and the motion passed unanimously.

Guest Speaker: Tom Anderson – Arkansas State Workforce Board Chair & Arnell Willis – ASWB director spoke on 4 key points. Email of key points attached.

Committee Reports:

Executive Committee – Miles Crawford – One-stop committee informed EC that one-stop and services would need RFP this year and suggested to move forward with RFP. Motion was made to follow recommendation by Bill Stuckey and 2nd by John Craig. Board unanimously approved the motion.

New updated board policies were recommended to EC. The committee approved the critical policy updates. No board discussion and so moved to accept as approved.

Disabilities Committee – Dana Byrum – She discussed the minutes of the meeting from May 16th. She also provided a draft one sheet partner services handout and asked board members for input on additional providers and services to be included.

Open Items

Infrastructure Cost Sharing Agreement (IFA) update by Dennis still need 2 signatures. DSB & ARS.

Partner key indicators still need to be determined for all partners for local area performance measuring. It was offered that the board needs a performance committee. Doug Kinslow made a motion to create a performance committee and Cathy Nesbit 2nd. Board approved unanimously.

Sector partnership success story of the creation and action performed on behalf of the manufacturing partnership created. Gary Udouj shared with the board 3 pre-apprenticeship classes had been held around the region with 26 attendees. 17 graduates were offered opportunities after interviews that came from the 6 companies involved.

New Business

PY18 board budget was presented for approval. Dana Byrum motioned to approve and Bill Stuckey 2nd. Board passed unanimously.

ARWorks presentation by Tom Bonkofsky was an overview of program being led by DWS.

PY17 monitoring update presented by Dennis. Field work was complete unofficial exit interview suggested no serious unresolved issues for Western Arkansas area. No determination when exit interview would take place.

Other Business:

No other business.

Adjourn: Doug Kinslow made a motion to adjourn the meeting. Bill Stuckey seconded, motion carried, and the meeting was adjourned.