

**Southeast Arkansas Workforce Development Board
Youth Services/Disability Committee Minutes
February 15, 2023**

A meeting of the Southeast Arkansas Workforce Development Board was held on February 15, 2023, at the Jefferson County Library in Pine Bluff. The Youth Services & Disability Services Committees were called to order by Ms. Verna Perry. WIOA Staff, Ms. Burgundy Stallings, facilitated a roll call, there was a quorum. Mr. Jerry Newton provided a proxy.

Members Present:

Ms. Kelli Cypert
Ms. Verna Perry
Ms. Irene Holcomb
Mr. Sterling Hughes
Ms. Lillie Edwards
Mr. Ricky Lattimore (via Zoom)
Ms. Kris Lindsey (via Zoom)

SEAWDB Staff Present: Ms. Angela Thayer, and Ms. Burgundy Stallings (WIOA).

Approval of Agenda: Ms. Irene Holcomb made a motion to approve the Agenda, Mr. Sterling Hughes seconded the motion. Motion passed with no opposition.

Approval of Minutes: Waived

Old Business:

There was no old business.

New Business:

Ms. Perry called on WIOA Staff, Ms. Burgundy Stallings to give the Youth and Disability Services Report.

Ms. Lillie Edwards requested participants numbers by towns rather than offices.

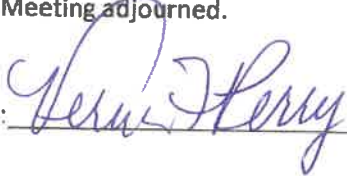
Ms. Perry requested clarity on the length of time for youth work experience and OJT it currently remains at 12 weeks. Mr. Hughes made a motion to increase in the youth work experience and OJT from 28 hours to 29 hours a week the rate of pay has increased to \$13.00 an hour. Ms. Edwards seconded the motion. Motion passed with no opposition.

Ms. Angela discussed monitoring review.

The Committee discussed future plans for two job fairs a quarter as well as setting up 8-10 job fairs a year for youth.

No further business now, Ms. Edwards made a motion to adjourn the meeting, Mr. Hughes seconded the motion. Meeting adjourned.

Approves by: _____



**SOUTHEAST ARKANSAS WORKFORCE DEVELOPMENT BOARD
ONE STOP COMMITTEE MEETING MINUTES
February 15, 2023, 10:30 A.M.**

CALL TO ORDER

The meeting was called to order by Mr. Bob Ware, Vice Chairman.

ROLL CALL

Ms. Halley called the roll. The meeting attendance was as follows:

Present: Mr. Bob Ware, Vice Chairman

Ms. Linda Rushing

Mr. Tommy Butcher

Mr. Andrew Wargo, III

Kathy Halley, SEAEDD Staff

Gary Goggans, SEAEDD Staff

Absent: Dr. Steven Bloomberg, Chairperson

Ms. Brooke Hatch

Visitor: Dorissa Kaufman Adult ED Crossett/Lake Village

APPROVAL OF AGENDA

Mr. Andrew Wargo made a motion to approve the Agenda, Mr. Tommy Butcher seconded the motion. Motion passed with no opposition.

OLD BUSINESS

NEW BUSINESS

- a. One Stop Operator Contract – A motion was made by Linda Rushing that the One Stop Committee meet before the next Board meeting to establish a RFQ for the One Stop Operator and establish a timeline for the procurement process. Mr. Wargo seconded the motion. The motion passed with no opposition.
- b. IFA Amendment – A motion was made by Linda Rushing that the Infrastructure Funding Agreement FY23 be approved as amended to include the National Farmworkers Job Program. Mr. Wargo seconded the motion. The motion passed with no opposition.
- c. One Stop Monitoring RFQ – A motion was made by Linda Rushing that the RFQ with the amended program year email response address and the timeline be approved. Mr. Wargo seconded the motion. The motion passed with no opposition.
- d. One Stop Monitoring Report PY21 - Gary Goggans gave an overall report of the monitoring.
- e. Goals set for PY23 – To outline procedures to help new members that are coming on.

ADJOURN

Southeast Arkansas Workforce Development Board
Planning Committee Minutes
02/15/2023

Meeting was called to order by Allison Thompson

Board staff member Kellisha White facilitated a roll call, and a quorum was present.

Members present:

Danny Robbins

Allison Thompson

William Campbell-Proxy

Devin McDiarmid-Proxy

Marty Reep-Proxy

Staff present were Kellisha White

Ms. Thompson called for the review of the agenda for today's meeting. Danny Robbins moved that the agenda be approved, Allison Thompson seconded. Motion carried.

Other business that needed action was as follows:

Ms. Thompson and present committee members reviewed the Eligible Training Provider Application list. The Planning Committee agreed to approve the following programs/courses. The following programs that were pending approval are:

- Carpenter Daughter Apprenticeship Program (CDAP Heavy Equipment Operator level I&II)
- SEARK College (Commercial Driver License program)
- WE Center (Construct Carpentry)

Ms. Allison Thompson and committee members discussed the pending programs and how they will benefit those individuals in the Southeast Region, the committee also discussed the program cost in comparison to Nashville, TN short-term program cost which they found to be similar. Ms. Allison Thompson reiterated each program and their description with Committee members and all programs: Carpenter Daughter Apprenticeship Program (CDAP Heavy Equipment Operator level I&II), SEARK College (Commercial Driver License program), WE Center (Construct Carpentry) were approved and Allison Thompson moved to accept, and Danny Robbins seconded. Motion carried.

Ms. Allison Thompson and committee members reviewed the Business Services Policy. Board Staff member, Kellisha White informed the committee on changes due to SEAEDD hiring a Business Services person and ADWS wanting a policy to be added to reflect position. Allison

Thompson moved to accept the Business Services Policy as presented, Danny Robbins seconded. Motion carried.

Board staff member, Kellisha White, updated the committee on Adult/DLW funding needing to be utilized more to help with spending. She also discussed ways to recruit and get the word out to the community that funding is available at local WIOA offices in the Southeast Region.

There being no other business, Ms. Allison Thompson adjourned the meeting.

Approved by: _____
William Campbell- Planning Committee, Chairman Date

**SOUTHEAST ARKANSAS WORKFORCE DEVELOPMENT BOARD
ONE STOP COMMITTEE MEETING MINUTES
APRIL 19, 2023, 10:00 A.M.**

CALL TO ORDER

The meeting was called to order by Dr. Stephen Bloomberg, Chairman.

ROLL CALL

Mr. Gary Goggans called the roll. The meeting attendance was as follows:

Present: Dr. Stephen Bloomberg (Chairman)
Mr. Bob Ware (Vice Chairman)
Ms. Linda Rushing (Via Zoom)
Mr. Andrew Wargo (Submitted a Proxy)
Gary Goggans, SEAEDD Staff
Chaketa Alexander, SEAEDD Staff

Absent: Mr. Tommy Butcher
Ms. Brooke Hatch
Ms. Gariann Smith

APPROVAL OF AGENDA

Mr. Bob Ware made a motion to approve the Agenda, Ms. Linda Rushing seconded the motion. Motion passed with no opposition.

APPROVAL OF THE MINUTES

Mr. Bob Ware made a motion to approve the Minutes, Ms. Linda Rushing seconded the motion. Motion passed with no opposition.

OLD BUSINESS

NEW BUSINESS

- a. IFA Modification – Mr. Goggans explained the reason for the modification is to add AARP to the Monticello Office. Mr. Bob Ware made a motion to accept the modification and Ms. Linda Rushing seconded the motion. Motion passed with no opposition.
- b. One Stop Operator Contract - Dr. Bloomberg explained that there had been two failed attempts to get any results. SEAEDD staff was asked to exit the room while there was further discussion on the contract. Ms. Linda Rushing made a motion to resend the RFQ back to the full list with the timeline summary and Mr. Bob Ware seconded the motion. Motion carried with no opposition.

Staff then returned to the meeting. There was no further business. Mr. Bob Ware made a motion to adjourn Ms. Linda Rushing seconded the motion. Motion carried with on opposition.

Bob Ware 8/16/2023

**Southeast Arkansas Workforce Development Board
Youth Services/Disability Committee Minutes
April 19, 2023**

The Southeast Arkansas Workforce Development Board was held on April 19, 2023, at the Jefferson County Library in Pine Bluff. The Youth Services & Disability Services Committees were called to order by Ms. Verna Perry. SEAEDD Staff, Ms. Angela Thayer, facilitated a roll call, there was a quorum.

Members Present:

Ms. Kelli Cypert
Ms. Verna Perry
Ms. Irene Holcomb
Ms. Lillie Edwards
Mr. Ricky Lattimore
Ms. Kris Lindsey
Mr. Jerry Newton

SEAWDB Staff Present: Ms. Angela Thayer, and Ms. Burgundy Stallings.

Approval of Agenda: Ms. Lillie Edwards made a motion to approve the Agenda, Mr. Newton seconded the motion. Motion passed with no opposition.

Approval of Minutes: Ms. Irene Holcomb made a motion to approve the February 15, 2023, minutes. Ms. Lillie Edwards Seconded the motion. Motion passed with no opposition.

Old Business:

There was no old business.

New Business:

Ms. Perry called on WIOA Staff, Ms. Burgundy Stallings to give the Youth and Disability Services Report.

Ms. Lillie Edwards introduced Ms. Carli Edward's CEO of Trinity Truck Driving. She informed the committee of a new software system JOTFORM that allows participants to access applications online by using a QR code.

The board was advised by the "Business Service Coordinator" Ms. Candice Taylor. She will be going around to all the chambers of commerce as well as the town hall meetings informing them of WIOA services.

The committee discussed different avenues to recruit and advertise our services for Youth participants.

The committee discussed setting up job fairs starting with the next physical budget year.

No further business now, Ms. Irene made a motion to adjourn the meeting, Mr. Newton seconded the motion. Meeting adjourned.

Approves by: _____

Southeast Arkansas Workforce Development Board
Planning Committee Minutes
06/21/2023

Meeting was called to order by Mr. Campbell

Board staff member Kellisha White facilitated a roll call, and a quorum was present.

Members present:

Danny Robbins

Allison Thompson

William Campbell

Devin McDiarmid- on phone

Marty Reep-n/a

Staff present were Kellisha White

Mr. Campbell called for the review of the agenda for today's meeting. William Campbell moved that the agenda be approved, Allison Thompson seconded. Motion carried.

No new business

Other business that needed action was as follows:

William Campbell and present committee members reviewed the Eligible Training Provider packet sent by Kellisha White the morning of the board meeting for Carpenter daughter price change. The Planning Committee disagreed to approve the following programs/courses cost due to lack of information about the price changes. The following programs for Carpenter daughter Apprenticeship that was requested for price change are:

- MeasuredUp Plumber from 900.00 to 3000.00
- MeasureUp Masonry from 600.00 to 1400.00
- MeasuredUp Electrical from 900.00 to 3000.00
- Landscape Maintenance Tech from 700.00 to 1200.00
- Housekeeper, Commercial, Residential, or Industrial (increased but price was not listed to what it was changed from) 1200.00 tuition and books and test 225.00 = 1525.00
- Floral designer previous cost was 1000.00 total cost is now 3125.00.

Mr. William Campbell and committee members discussed the program cost increase for Carpenter Daughter and why they had been increased. Mr. Campbell suggest, since information was received that morning for Kellisha White and Chaketa Alexander to look through the EPTL list and verify updates of prices and bring it back to the next board meeting. Danny Robbins also stated that Carpenter Daughter's needed to explain the program increase in more detail, and Allison Thompson, and William Campbell agreed. The Planning Committee has many questions regarding Carpenter daughter Apprenticeship program cost, so it was agreed to be tabled until

next meeting. Mr. Campbell and Danny Robbins moved to accept, and Allison seconded. Motion carried.

Mr. Campbell and committee members reviewed the Budget from the previous program and the expectations for the upcoming program year. Board Staff member, Kellisha White informed the committee on the budget. Board member Kellisha White let the Planning Committee know that Angela Thayer can better explain the questions they may have for the budget for the upcoming program year. Mr. William Campbell suggested that the approval of the budget be taken out the floor so Angela Thayer can explain before approval. Mr. William Campbell reiterated what was discussed in the meeting earlier to Ms. Devin McDiarmid and what the Planning Committee needs from Carpenter Daughter Apprenticeship to move forward on the program increase. Mr. Campbell moved to adjourn; Allison Thompson seconded. Motion carried.

Approved by: William Campbell 8/16/23
William Campbell- Planning Committee, Chairman Date

Southeast Arkansas Workforce Development Board
Planning Committee Minutes
7/14/2023

The meeting was called to order by Mr. Campbell

Board staff member Chaketa Alexander facilitated a roll call, and a quorum was present.

Members present on Zoom:

Danny Robbins
Allison Thompson
William Campbell
Devin McDiarmid
Marty Reep-n/a

Staff present on Zoom were Patrecia Hargrove, Chaketa Alexander, and Kellisha White

Mr. Campbell called for the review of the agenda for today's meeting. Allison Thompson moved that the agenda and minutes be approved, and Devin McDiarmid seconded. Motion carried.

No old business

The new business that needed action was as follows:

William Campbell and present committee members reviewed the Eligible Training Provider packet sent by Kellisha White on the morning of the board meeting for Carpenter's daughter's price change. Kellisha White also informed the Planning Committee of a meeting that SEAEDD had with Ms. Perry concerning the price changes of Carpenter Daughter Programs, and in the meeting, it was requested by Shane Knight the Deputy Director for the programs to be changed back to reflect the original price. The Planning Committee disagreed to approve the following programs/course's cost due to not following the proper process to make the changes and lack of information about the price changes. The following programs for Carpenter daughter Apprenticeship that were requested for price change are as follows:

- MeasuredUp Plumber from 900.00 to 3000.00
- MeasureUp Masonry from 600.00 to 1400.00
- MeasuredUp Electrical from 900.00 to 3000.00
- Landscape Maintenance Tech from 700.00 to 1200.00
- Housekeeper, Commercial, Residential, or Industrial (increased but the price was not listed to what it was changed from) 1200.00 tuition and books and test 225.00 = 1525.00
- Floral designer's previous cost was 1000.00 total cost is now 3125.00.

Mr. William Campbell and committee members discussed the concerns of the program cost and why they had been increased. Devin McDiarmid wanted to know what the causes were to change

the prices, to begin with. Board member Kellisha White explained she gave out a packet to all of the Board members at the last meeting regarding the Carpenter Daughter price increase that was written in the blue on the program list of why the increase changed. After spending time discussing the situation the Planning Committee all agreed to table it until justification can be produced to the board with more details. Allison Thompson stated there is nothing to be approved since Ms. Perry has not produced the documentation to justify the changes for Carpenter Daughter Apprenticeship Programs. The Planning Committee members and Board staff continued to discuss policies and procedures related to providers who are interested in making changes and the process to do so.

Mr. Danny Robbins addressed his concerns about credentials, performance measures, and justification for the changing of programs. Executive Director Patrecia Hargrove stated the Planning Committee is the deciding factor of what they would like to see happen with the Carpenter Daughter Apprenticeship Program by providing proper documentation to Ms. Perry and their requirements. Board member Chaketa Alexander discussed having a meeting with all the providers to go over the rules and regulations of what the State of Arkansas requires to comply with the WIOA program. Danny Robbins recommended performance metrics be provided to the Planning Committee members to determine the success/outcome of the programs under Carpenter Daughter. Board staff Chaketa Alexander asked for clarification on Ms. Perry being able to enroll students, but with the original prices, she started the programs with. The Planning Committee members agreed, and Mr. William Campbell recapped what the plans were going forward. The plan is to speak with Ms. Perry and get updated documentation from her that the Planning Committee is requesting. Mr. Campbell stated we can discuss this at the next board meeting and we will call it a "special meeting". Allison Thompson moved to adjourn and Devin McDiarmid seconded. Motion carried.

There being no other business, Mr. William Campbell adjourned the meeting.

Approved by: William Campbell 8/16/23
William Campbell- Planning Committee, Chairman Date

**SOUTHEAST ARKANSAS WORKFORCE DEVELOPMENT BOARD
ONE STOP COMMITTEE MEETING MINUTES
AUGUST 16, 2023, 10:30 A.M.**

CALL TO ORDER

The meeting was called to order by Mr. Bob Ware, Vice Chairman.



ROLL CALL

Ms. Kathy Halley called the roll. The meeting attendance was as follows:

Present: Ms. Linda Rushing (Via Zoom)

Mr. Tommy Butcher

Mr. Bob Ware

Ms. Brooke Hatch

Ms. Garianne Smith

Mr. Gary Goggans, SEAEDD Staff

Ms. Chaketa Alexander, SEAEDD Staff

Ms. Kathy Halley, SEAEDD Staff

Absent: Dr. Steven Bloomberg

Mr. Andrew Wargo, III

APPROVAL OF AGENDA

Mr. Tommy Butcher made a motion to approve the Agenda, Ms. Linda Rushing seconded the motion. Motion passed with no opposition.

APPROVAL OF THE MINUTES

Ms. Brooke Hatch made a motion to approve the Minutes, Mr. Tommy Butcher seconded the motion. Motion passed with no opposition.

OLD BUSINESS

NEW BUSINESS

- a. Due to the absence of Dr. Bloomberg, the One Stop Operator Monitoring Services Selection was tabled. Mr. Tommy Butcher made a motion and Ms. Brooke Hatch seconded the motion. Motion passed with no opposition.
- b. The One-Stop Operator Committee was asked to extend the current One-Stop Operator agreement from September 19, 2023 through December 18, 2023. A discussion about the reason for the extension was held. The explanation was there have not been any proposals brought to the One-Stop committee. Ms. Rushing asked if it was allowable to grant another extension and Ms. Chaketa Alexander, WIOA Director said yes it was. Mr. Butcher made a motion to extend the current MOU from September 19, 2023 through December 18, 2023. Motion passed with no opposition.
- c. Ms. Alexander explained about the IFA and MOU amendments that were included in the full board packets. She explained that the IFA had been previously approved, but the dates needed to be changed from FY24 to FY23. Also, the dates on the MOU had to be changed as well. Ms. Brooke Hatch made a motion to accept the modifications to the MOU & IFA. Ms. Garianne Smith seconded the motion. Motion passed with no opposition.

There was no further business. Mr. Tommy Butcher made a motion to adjourn, Ms. Brooke Hatch seconded. Motion passed with no opposition.

Southeast Arkansas Workforce Development Board
Planning Committee Minutes
8/16/2023

The meeting was called to order by Mr. Campbell

Board staff member Kellisha White facilitated a roll call, and a quorum was present.

Members present:

Danny Robbins

Allison Thompson

William Campbell

Devin McDiarmid- Proxy

Marty Reep-not present

Board Staff Patrecia Hargrove sat in on the meeting.

Mr. Campbell called for the review of the agenda for today's meeting. Allison Thompson moved that the agenda and minutes be approved, and Danny seconded. Motion carried.

Mr. Campbell called for approval of June 21, 2023, minutes. Allison Thompson moved that the June 21, 2023, minutes be approved, and Danny Robbins seconded. Motion carried.

Mr. Campbell called for approval of July 14, 2023, minutes. Danny Robbins moved that the minutes July 14, 2023, be approved, and Allison Thompson seconded. Motion carried.

No old business

The new business that needed action was as follows:

William Campbell and present committee members reviewed the Eligible Training Provider List. On the list is WE Center, SEARK, and Marks to Beauty Academy Danny Robbins suggested to move these programs be tabled due to implementing a new process for training providers and policy changes. Board staff member Patrecia Hargrove elaborated on the loopholes that needed to be corrected related to the local training providers process on maintaining eligibility training provider certification. Allison Thompson second tabling ETPL until next meeting. William Campbell and the other committee members agreed. motion carried.

Mr. William Campbell and committee member discussed the concerns of the training program and the criteria to be implemented. William Campbell went over four criteria's that will be added for the training providers to utilize for performance levels. The Board members discussed the number of participants in a program and the justifications of how providers will submit the appropriate documentation. Danny Robbins went over the wavier process procedures on what will be needed for justification for in demand training from the providers. The committee members discussed what are considered to be in- demand occupations and the procedures providers will follow under the new criteria.

Mr. Danny Robbins addressed what the providers will need to provide, he stated providers would need to provide performance and percentages, show that participants are graduating and being placed. Patricia Hargrove advised looking at accommodations as well. Danny Robbins suggested presenting the implementation of the criteria to the full board. Allison Thompson second the motion. Motion carried. Mr. Campbell did a recapped on the criteria being implemented.

There being no other business, Mr. William Campbell adjourned the meeting.

Approved by: _____
William Campbell- Planning Committee, Chairman Date

Southeast Arkansas Workforce Development Board
One Stop Committee Meeting Minutes
October 18, 2023

Call To Order

Mr. Bob Ware, Vice Chairperson called the meeting to order.

Roll Call

Ms. Kathy Halley did the roll call. One-stop Committee does have a quorum.

Present: Ms. Linda Rushing

Mr. Tommy Butcher

Mr. Bob Ware, Vice Chairperson

Ms. Brooke Hatch (Proxy)

Ms. Garianne Smith (Proxy)

Ms. Kathy Halley, SEAEDD staff

Mr. Gary Goggans, SEAEDD staff

Ms. Chaketa Alexander, SEAEDD staff

Ms. Ambra Simpson, SEAEDD staff

Absent: Mr. Andrew Wargo, III

Approval of Agenda

Mr. Tommy Butcher made a motion and seconded by Ms. Linda Rushing to approve the agenda. All were in favor, and no one opposed.

Approval of Minutes

Ms. Linda Rushing made the motion and seconded by Mr. Tommy Butcher to approve the August 16, 2023, minutes. All were in favor, and no one opposed.

Old Business

New Business

The amendment to the Southeast WIOA Grievance Policy was reviewed by the committee. After a discussion of the revisions was held, Ms. Linda Rushing made the motion and seconded by Mr. Tommy Butcher to approve the amendment to the "Grievance Policy." All were in favor, and no one opposed.

The reason for the amendment to the WIOA ITA and Supportive Services Procedures and Policy was discussed. The purpose of the amendment is to remove the limit on training and supportive services and to set ITA duration and successful term completion requirements. A recommendation to add a "Grade Point Average" requirement to the policy was suggested. After further discussion, Mr. Tommy Butcher made the motion and Ms. Linda Rushing seconded to table the vote on the ITA and Supportive Services Procedures and Policy amendments. All were in favor, and no one opposed.

A discussion about the One-stop Monitoring Services selection was held by the One-stop Committee. Mr. Bob Ware mentioned that the only proposal submitted was from Mary Ann Lawrence of PowerNotes, LLC. After further discussion, Ms. Linda Rushing made the motion and seconded by Mr. Tommy Butcher to select PowerNotes, LLC. as the One-stop Monitoring Service as outline in the proposal submitted. The motion set a limit to not exceed \$5,000.00 for the One-stop monitoring service. All were in favor, and no one opposed.

The One-stop Committee asked SEAEDD staff to leave the meeting since SEAEDD submitted a proposal for the One-stop Contract. The One-stop Committee members discussed the sole proposal received. After discussion and review, Mr. Tommy Butcher made the motion and Ms. Linda Rushing seconded to select SEAEDD as the One-stop Operator as outline in the proposal submitted. The motion set a limit to not exceed \$15,000.00 per year for the One-stop Operator contract for a period of three years. The proposal is for program years 2023 through 2026, which began July 1, 2023, and runs through June 30, 2026. All were in favor, and no one opposed.

Ms. Linda Rushing made the motion and seconded by Mr. Tommy Butcher to table the election of One-stop Committee Chairman until next meeting. All were in favor, and no one opposed.

Adjourn

Mr. Ware adjourned the meeting.

Approved By: _____

**Southeast Arkansas Workforce Development Board
Youth Services/Disability Committee Minutes
October 18, 2023**

The Southeast Arkansas Workforce Development Board was held on October 18, 2023, at the Arkansas River Education Service Cooperative. The Youth Services & Disability Services Committees were called to order by Ms. Irene Holcomb. Ms. Irene Holcomb facilitated a roll call, there was a quorum.

Members Present:

Ms. Irene Holcomb
Mr. Ricky Lattimore (Zoom)
Mr. Jerry Newton (Proxy)
Ms. Sterling Hughes (Proxy)

SEAWDB Staff Present: Ms. Burgundy Stallings and Ms. Chaketa Alexander

Approval of Agenda: Mr. Lattimore made a motion to approve the Agenda, Ms. Holcomb second the motion. Motion passed with no opposition.

Approval of Minutes: Ms. Irene Holcomb made a motion to approve the August 16, 2023, minutes. Mr. Lattimore Seconded the motion. Motion passed with no opposition.

Old Business:

There was no old business.

New Business:

Ms. Irene called on WIOA Staff, Ms. Burgundy Stallings, to give the Youth and Disability Services Report.

Youth supportive services policy and amendment. The \$5,000 cap for supportive services now has no limit.

Youth Training Services policy and amendment. The \$10,000 cap for training now has no limit.

Ms. Holcomb made a motion to approve both Youth Supportive Services policy and amendment as well as the Youth Training policy and amendment, Mr. Lattimore second the motion. Motion passed with no opposition.

Work Experience policy amendment. The Supportive Services are now included as work experience funds.

No further business now, Ms. Irene made a motion to adjourn the meeting, Mr. Newton seconded the motion. Meeting adjourned.

Approves by: _____

Southeast Arkansas Workforce Development Board
Planning Committee Minutes
10/18/2023

The meeting was called to order by Mr. Campbell

Board staff member Kellisha White facilitated a roll call, and a quorum was present.

Members present:

Danny Robbins

Allison Thompson- due to at another engagement came to meeting later

William Campbell

Devin McDiarmid

Marty Reep-not present

Mr. Campbell called for the review of the agenda for today's meeting. Danny Robbins moved that the agenda and minutes be approved, and Devin McDiarmid seconded. Motion carried.

Mr. Campbell called for approval of August 16, 2023, minutes. Danny Robbins moved that the August 16, 2023, minutes be approved, and Devin McDiarmid seconded. Motion carried.

No old business

The new business that needed action was as follows:

William Campbell and present committee members reviewed the Eligible Training Provider List. On the list is WE Center, UAM cost increase for their three locations (Monticello, Crossett, and McGhee). SEARK LPN program, Marks to Beauty Academy, and South Arkansas Community College (El Dorado) LPN program. The Planning committee spent a little time discussing the WE Center audio and visual program. Danny Robbins suggested to make a motion to not be approved until the WE Center programs can provide information on the purpose of the program and the programs details as far as apprenticeship and a breakdown on how the cost will work and who the WE Center program is partnered with. Devin McDiarmid second the motion.

The WE Center was denied approval until further information is provided on the programs of Audio & Visual Operator 1 and II. Danny Robbins moved that SEARK LPN program is approve and Devin McDiarmid seconded the motion. Danny Robbins moved the approval for Marks to Beauty Academy and Devin McDiarmid seconded the motion. The Planning Committee discussed the price increases for the University of Monticello which is about a 3% increase on all three of their programs at the three locations. Danny Robbins suggested to move UAM program increase to be approved and Devin McDiarmid abstained due to MOU so Mr. William Campbell second the motion for approval of cost increase for UAM. Danny Robbins moved the approval of SWACC (El Dorado) Devin McDiarmid abstain and Mr. William Campbell second the

motion. The Planning Committee Approved three programs and denied one requesting more information regarding the program. Danny Robbins suggested to move to the next item which was reelecting Mr. William Campbell as the Chair again. Danny Robbins discussed with the planning committee what is a good set number for training providers to have to start a class. The Planning Committee decided four students would be needed in order for providers to be following the new policy and procedures for programs, however this can be waived if have proper documentation as to why provider can't meet the four students' number.

There being no other business, Mr. William Campbell adjourned the meeting.

Approved by: William Campbell 12-13-23
William Campbell- Planning Committee, Chairman Date