

**SOUTHEAST ARKANSAS  
WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES**

**February 15, 2017**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on February 15, 2017, at the Southeast Arkansas Economic Development District Office, in Pine Bluff. The meeting began at approximately 12:30 p.m.

Mr. James Wilson, Board Chairman, called the meeting to order.

Mr. David Dempsey conducted a roll call of the members present. It was noted that there was a quorum, with proxies.

Mr. Wilson asked if there were any corrections or additions to the Minutes of the meeting held on November 16, 2016, as mailed. There being none, Mayor Vernon Dollar made a motion to approve the Minutes of that meeting. Motion seconded by Mr. Tommy Butcher. Motion carried.

Mr. Wilson called on Mrs. Lillie Edwards for a report from the Youth Services Committee. Mrs. Edwards reported that the Committee discussed current activities that serve youth. She stated that there is currently one participant enrolled in the Limited Work Experience program, however they expect more in the coming months. She also stated that the Workforce Center staff is continuing their efforts to recruit Out of School Youth and has been working closely with Adult Education to reach this target group.

Mr. Wilson called on Ms. Audrey Veasey for a report from the Disability Services Committee. Ms. Veasey stated the committee received an update on the Arkansas PROMISE program which will be starting up in June. She reported that they had received 44 referrals that would be working on a six week program. She stated they also discussed a cooperative agreement between Arkansas Rehabilitation Services, Services for the Blind and the One Stop Operator which would outline services for the disabled.

Mr. Wilson called on Mr. William Campbell for a report from the Planning Committee. Mr. Campbell stated the committee met and discussed the Regional and Local Plans and reviewed an update on current expenditures. Mr. Campbell also stated that the committee reviewed a Request for Proposals (RFP) Timeline for the Department of Career Education/Adult Education Division, included in the mailout. He stated that it was their recommendation that the Board designate the Planning Committee to review the responses to the RFP process and submit the necessary paperwork to Career Education, prior to the next Board meeting. Mr. Campbell made a motion to that affect. Motion seconded by Dr. Dewayne Haynes. Motion carried.

Mr. Wilson called on Mrs. Linda Rushing for a report from the One Stop Committee. Mrs. Rushing reported that the One Stop Committee met and discussed and update of the Regional and Local Plans. She also stated that the committee discussed the current One Stop Operator Contract, which can be renewed for three years, under the Final Regulations.

Mr. Wilson called on Mr. Dempsey for a One Stop Operator report. Mr. Dempsey stated that under the laws and new regulations, operators of Adult Education have to submit their responses to Request for Proposals to the State, which are then forwarded to the Workforce Boards for review and comment. He stated these new regulations were put in place to insure that Adult Education was working closely with the local Workforce Boards. He referred to copies of the two page RFP Timeline, included in the mailout, and highlighted several of the pertinent dates for the process. Mr. Dempsey stated that the deadlines for this process were the reason for the Planning Committee's motion to review and comment on the RFP responses, prior to our next regular meeting.

Mr. Dempsey also discussed the U.S. Department of Labor position on the transitional regional and local plans and ADWS' instructions on converting the plans to four year plans by May 28, 2017.

Mr. Dempsey referred to a copy of information marked draft, included in the mailouts, regarding sector strategies. He stated that the State had been working with the consulting group, Maher and Maher, to assist local areas in developing ideas for sectors in the plan. The State has given the local fiscal agents a \$15,000 grant to develop and implement sector strategies. He also stated that a facilitator from Maher and Maher would be attending our next meeting, scheduled for March 15<sup>th</sup>, to introduce sector strategy and begin the discussion and utilization of sector strategies.

Mr. Dempsey also announced that there would be a workforce/apprenticeship meeting held at on April 7<sup>th</sup> at the SEAEDD office. He stated that the meeting would be sponsored by the National Apprenticeship Training Foundation and would focus on ideas to expand registered apprenticeship and ways we can get our clients involved in these skilled trades. He did mention that lunch would be provided but space was limited so he encouraged anyone interested in attending this meeting to let him know by the March Board Meeting.

Mr. Wilson called on Mr. Eddie Thomas, who gave an overview of the Client Services Report, included in the mailout. Mr. Thomas reviewed efforts by the Workforce Centers to provide services in the five counties where there is not an office. Mr. Thomas also introduced two new case managers, Mr. Stephen Witherspoon who is located in the Pine Bluff office and Mr. Tyrese Hewing, who is located in the Monticello office.

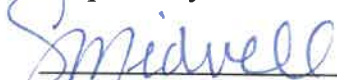
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Under other business, Mrs. Linda Rushing made a motion that Mr. Jimmy Coker be nominated as Vice Chairman of the Workforce Development Board. Motion seconded by Mr. Bob Ware. There being no other nominations, the motion carried.


Mr. Wilson stated that the next scheduled meeting was tentatively set for March 15, 2017.

There being no further business, Mr. William Campbell made a motion to adjourn. Seconded by Mrs. Lillie Edwards. Motion carried and the meeting was adjourned.

Respectfully Submitted:

  
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Stacie Midwell, Secretary

Approved:

  
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James Wilson, Chairman

**SOUTHEAST ARKANSAS  
WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES**

**March 15, 2017**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on March 15, 2017, at the Southeast Arkansas Economic Development District Office, in Pine Bluff. The meeting began at approximately 12:30 p.m.

Mr. Jimmy Coker, Board Vice-Chairman, called the meeting to order.

Mr. David Dempsey conducted a roll call of the members present. It was noted that there was a quorum, with proxies.

Mr. Coker asked if everyone had read the Minutes of the meeting held on February 15, 2017. Mr. Tom Butcher made a motion to approve the Minutes, as mailed. Motion seconded by Mr. Bob Ware. Motion carried.

Mr. Coker called on Ms. Lillie Edwards for a report from the Youth Services Committee. Ms. Edwards provided information concerning the number of youth, by county, that were In-School and Out-of-School.

Mr. Coker called on Mr. Randy Pierce for a report from the Disability Services Committee. Mr. Pierce noted they had a quorum. The Committee discussed the Supportive Services Policy Draft and the Financial Update. Mr. Pierce asked if everyone had looked at the Supportive Services Policy and if there were any questions. Ms. Audrey Veasey made a motion to accept the Supportive Services Policy. Mr. Butcher seconded the motion. Motion carried.

Mr. Coker called on Mr. William Campbell for a report from the Planning Committee. Mr. Campbell also noted they had looked at the Supportive Services Policy Draft. Mr. Campbell read the Self-Sufficiency Definition that had been provided and made a recommendation from the Committee that it be accepted. Dr. Dewayne Haynes made a motion that the Board approve the recommendation of the Planning Committee concerning the Self-sufficiency Definition. Mayor Vernon Dollar seconded the motion. Motion carried.

Mr. Coker called on Ms. Linda Rushing for a report from the One Stop Committee. Ms. Rushing reported that the One Stop Operator Committee had a quorum and did not have any recommendations for the Board at this time. The Committee reviewed the Sector Strategies information that had been provided and looked at the Workforce Center Report, and the Financial Expenditure Report.

Mr. Coker called on Mr. Dempsey for a One Stop Operator report. Mr. Dempsey started by introducing the State Board Chair, Mr. Charlie Clark. He also noted the Monitoring Unit

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**March 15, 2017**

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was here from the State and that they were looking at some of the Workforce Development Board and SEAEDD Policies and Procedures. He reminded everyone that a Registered Apprenticeship Meeting would be held at SEAEDD on April 7<sup>th</sup>. Mr. Dempsey also asked that the Board members reach out in the community to industries that might benefit from expanding the apprenticeship program. Mr. Dempsey mentioned that on May 18<sup>th</sup> there would be a Sector Partnership Meeting with Manufacturing Industries, held at SEAEDD, and that they would be looking at the Diverse Manufacturing Sector and how it crosses all manufacturing companies.

Mr. Dempsey noted that there would be a presentation from Maher and Maher concerning Sector Strategies after Board business. Mr. Dempsey then spoke concerning an email from Ms. Cindy Varner; he stated that this was a situation that has been discussed with the Monitors. He called the Board's attention to the second page of the email where it talked about \$282,000, during Program Year 2012 that was returned to the State unspent, and noted that this was the last year that Central Arkansas Planning & Development District operated as the One-Stop Operator. He stated that since that time, that amount had been less each year. Mr. Dempsey stated that he would be meeting with the Case Managers to discuss the increase of expenditures, to fine tune the ITA Projections, and that it had been indicated to the Staff that they needed to increase short term training of CDL Truck Driver Training and CNAs, both of which are entry points into the pipeline for Manufacturing, Health Care, etc. Mr. Dempsey discussed Newspaper Ads for all the locations to recruit new clients. Mr. Dempsey then asked the Board for suggestions and ideas, and stated that while we are under spent we also want to use the funds wisely for the clients. Mr. Dempsey noted that expenses are drawn down after use, and there is a lag time, sometimes of a month to a month and a half. Ms. Veasey requested a definition for Dislocated Worker and questioned whether the State took that into account.

Mr. Clark noted he liked the last bullet on education, we have got to spread the news concerning our Workforce Center, he stated there had been an Ad Hoc Committee formed concerning Marketing. Mr. Clark thanked the Board for its participation in serving the hard to reach such as the Dislocated Worker, Veterans and the Handicapped.

Dr. Haynes made a motion to accept the recommendation for corrective action on Funding that was attached. Mr. Butcher seconded the motion. Motion carried. Mr. Dempsey stated that he would also include the CEO's in this.

At a 1:15 p.m. a Sector Strategies Presentation was given by a Senior Consultant with Maher & Maher, Ms. Gretchen Sullivan. This was a phone presentation due to a snow storm in her area. Ms. Sullivan gave a presentation on familiarizing the Board members with the Sector Strategies goals and activities and discussing strategic opportunities for the Board and WIOA priorities. She noted there are three major opportunity areas that Boards need to focus on: customer driven solutions whether employer or jobseeker driven, customer service, and the role the Board plays in supporting and advancing the regional economy.


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Mr. Dempsey again asked the Board for input into which Manufacturing Industries to ask to participate in the May 18<sup>th</sup> Sector Partnership Meeting. Mr. Dempsey called upon Mr. Bob Ware who is involved with the Career Pathways Sector Strategy Project coming out of UAM-McGehee and Crossett, asking him whether there were individuals involved there that should be included in this meeting. Mr. Ware stated he could think of maybe two people if they are available to attend, perhaps Mr. Chris Davis from Clearwater. Dr. Haynes stated we need to start with what we have and work toward what we wish to have and what we need.


Mr. Coker stated that the next scheduled meeting was tentatively set for May 17, 2017.

There being no further business, Mr. Butcher made a motion to adjourn. Dr. Haynes seconded the motion. Motion carried and the meeting was adjourned.

Respectfully Submitted:

  
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Stacie Midwell, Secretary

Approved:

  
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James Wilson, Chairman

**SOUTHEAST ARKANSAS  
WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES**

**May 17, 2017**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on March 15, 2017, at the Southeast Arkansas Economic Development District Office, in Pine Bluff. The meeting began at approximately 12:50 p.m.

Mr. Jimmy Coker, Board Vice-Chairman, called the meeting to order.

Mr. David Dempsey conducted a roll call of the members present. It was noted that there was a quorum, with proxies.

Mr. Coker asked if everyone had read the Minutes of the meeting held on March 15, 2017. Mr. Andrew Wargo made a motion to approve the Minutes, as mailed. Motion seconded by Ms. Dorothy Henderson. Motion carried.

Mr. Coker called on Ms. Lillie Edwards for a report from the Youth Services Committee. Ms. Edwards stated they had 51 referrals from Arkansas Promise and of those they had 12 that required work permits. The Summer Program has approximately 100 participants and the program will begin June 12<sup>th</sup> and last 6 weeks. She also stated that the Promise Program would begin one week earlier, on June 5<sup>th</sup>. Mr. Wargo asked how long the Promise Program would last and Ms. Edwards confirmed that it was also a 6 week Program.

Mr. Coker called on Mr. Sterling Hughes for a report from the Disability Services Committee. Mr. Hughes stated that the Committee Chair, Mr. Randy Pierce had resigned and that the Committee had elected Mr. Vernon Dollar as the new Chair. Mr. Hughes noted that the Committee had looked over the Financial Expenditure Report and discussed the Regional and Local Plans. Mr. Hughes also noted that the Workforce Centers had recently run a color ad in 16 local county papers. He also stated that they had discussed suggesting to some of their clients that they focus more on technology, since not all of them were suited for college.

Mr. Coker called on Mr. William Campbell for a report from the Planning Committee. Mr. Campbell stated that the first thing they had looked at were the Regional and Local Plans. It was the recommendation of the Planning Committee that the Board allow SEAEDD to submit the plan to the Department of Workforce Services. Mr. Wargo made a motion to accept the recommendation of the Planning Committee. Ms. Audrey Veasey seconded the motion. Motion carried. He also noted the Planning Committee discussed the Administrative Services Agreement. Mr. Campbell made the recommendation, in the form of a motion, for an extension of the Administrative Services Agreement and requested that SEAEDD bring a budget to the June general meeting. Mr. Wargo moved to accept the motion. Ms. Edwards seconded the motion. The motion passed with Mr. Danny Robbins and Ms. Dorothy Henderson abstaining from the vote. The Planning Committee took no action on the classes that were up for approval

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**May 17, 2017**

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for the upcoming year. They requested information on the cost of the classes and would look at them again at the next meeting. Mr. Campbell gave a health update on Dr. Dewayne Haynes and requested that Mr. Dempsey send out his address to the Board so those interested could send Get-Well wishes.

Mr. Coker called on Mr. Andrew Wargo for a report from the One Stop Committee. Mr. Wargo stated he agreed to be the temporary Chair to help move the meeting forward. Mr. Wargo reported that the One Stop Operator Committee had reviewed the Regional and Local plans extensively and were joined by Mr. Dempsey and the representative from Maher and Maher. Mr. Wargo stated that the Committee made the recommendation to extend the One Stop Agreement. He noted that they looked over the financial update and that they had the understanding that there would be an updated budget by the next meeting. The Committee also reviewed the Workforce Center Update.

Mr. Coker called on Mr. Dempsey for a One Stop Operator report. Mr. Dempsey stated he had spent a few days at a meeting in Dallas and that he had come away with some new information to share with the Board as it pertains to employers and employer driven projects and training. He then noted the Plans are due to the State by May 29, 2017. Mr. Dempsey stated that in addition to the two new members present today, the Board has four new members that are awaiting approval from the Chief Elected Officials. He noted that a 30 minute orientation on WIOA and the responsibilities of the Board would be scheduled, once the vacancies are filled.

Mr. Dempsey called on Mr. Eddie Thomas to give his report. Mr. Thomas noted the Customer Service Report and the Clients in Training Report were in the WDB packet. Mr. Thomas explained that the Workforce Centers had been very busy with outreach efforts and he stated that enrollments were up since the ads, that Mr. Hughes mentioned, had been placed and that they were expecting more. He commented that they would continue to reach out to Partner Agencies and continue to spend funds as required under WIOA. Mr. Thomas mentioned he had been approached by DWS about collaboration on employer and business services. He then acknowledged the new Monticello Staff Member Ambra Simpson. Mr. Thomas stated that the Re-entry Resource Fair that they had participated in was very successful. The Fair had about 75 participants who represented ex-offenders and convicted felons, with about 25 service vendor/employers on site to provide services.

Mr. Dempsey clarified to the Board and the Monitors that were present that the ads that had been mentioned met the uniform guidance. Mr. Dempsey explained the guidance stated that ads were acceptable, as long as it advertised the services and programs and not the agencies. The ads that were placed were targeting offenders, dislocated workers, youth...etc. He stated that he would be happy to show the Monitors a copy of the ad that had been placed after the meeting, and noted that he had gotten approval from Ms. Plunkett before it was placed.

Mr. Coker called on Mr. Dempsey to introduce the Facilitator from Maher and Maher, Ms.



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Gretchen Sullivan. Ms. Sullivan gave some background and explained that she was here to work on Industry Sector Partnerships and Industry Sector Strategies as well as how that was reflected in the Workforce System Service Delivery, and that she would be involved until the end of June. Ms. Sullivan stated that she and Mr. Dempsey would be meeting with a diverse group of Manufacturers to discuss their specific workforce needs. Ms. Sullivan noted that while most of the data they had was based upon historical trends, she indicated that Maher and Maher and SEAEDD had been working to pull in additional data sources.

Mr. Coker asked for other business and stated that the next scheduled meeting was tentatively set for June 21, 2017.

There being no further business, Mr. Butcher made a motion to adjourn. Ms. Edwards seconded the motion. Motion carried and the meeting was adjourned.

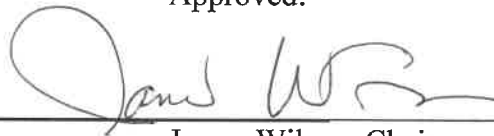
Respectfully Submitted:

Approved:

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~~Stacie Womack~~, Secretary

Kris Lundsey



James Wilson, Chairman

**SOUTHEAST ARKANSAS  
WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES**

**June 21, 2017**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on June 21, 2017, at the Southeast Arkansas Economic Development District Office, in Pine Bluff. The meeting began at approximately 12:50 p.m.

Mr. James Wilson, Board Chairman, called the meeting to order. Mr. David Dempsey conducted a roll call of the members present, and noted that there were five new members to the Board. Mr. Dempsey stated that there was a quorum, with proxies.

Mr. Wilson asked if everyone had read the Minutes of the meeting held on May 17, 2017. Mr. Jerry Newton made a motion to approve the Minutes, as mailed. Motion seconded by Mr. Andrew Wargo. Motion carried.

Mr. Wilson called on Ms. Sharon Burns for a report from the Youth Services Committee. Ms. Burns stated they had thirty-two Promise Youth in the Summer Program. She also noted that there was a new satellite office located on Rock Street in Sheridan. The WIOA Summer Program had eleven In-School Youth and thirty-nine Out-of-School Youth. Ms. Burns welcomed Kris Lindsey, their new member. She also noted that this would be the last week for enrollment in the Summer Program.

Mr. Wilson called on Mr. Vernon Dollar for a report from the Disability Services Committee. Mr. Dollar stated that the Committee also had a new member and that there was a quorum. The Committee discussed the Memorandum of Understanding and approved the format. He stated that the Committee recommended passage of the Memorandum of Understanding Draft for a vote by the Board. Mr. Wargo made a motion to approve the recommendation. Mr. Bob Ware seconded the motion. Motion carried with Mr. Robbins abstaining from the vote.

Mr. Wilson called on Mr. William Campbell for a report from the Planning Committee. Mr. Campbell noted and welcomed their new member. The Planning Committee looked over the Extension of the Administrative Services Agreement and noted a few changes to the amounts. Mr. Campbell made the recommendation, in the form of a motion, that the Board accept the Administrative Services Agreement with SEAEDD. Motion seconded by Mr. Coker. Motion carried with Mr. Robbins abstaining from the vote. Mr. Campbell noted Ms. Angela Thayer, SEAWDB Staff, came and answered various questions from the Committee concerning the Financial Expenditure Update. Mr. Campbell stated that the Committee had discussed the Training Provider Classes that were up for approval and noted that they should be looked at on a case by case basis for cost effectiveness due to location. Mr. Campbell made the recommendation, in the form of a motion, that the Board approve the Southeast Classes. Mr. Danny Robbins seconded the motion. Motion carried.

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Mr. Wilson called on Ms. Linda Rushing for a report from the One Stop Committee. Ms. Rushing gave an update on Dr. Haynes' health progress. Ms. Rushing stated that the Committee discussed the One-Stop Operator Contract. Ms. Rushing noted that when they wrote the RFQ (Request for Qualifications); they wrote it for one year with the option to renew for two additional years, which was the guidance they were given at the time. Ms. Rushing stated they had since learned that they could renew for an additional three years for a total of four years. Ms. Rushing made the recommendation to the Board that the One-Stop Operator Contract be renewed with SEAEDD. Mr. Andrew Wargo made a motion to accept the recommendation. Mr. Marty Reep seconded the motion. Motion carried with Mr. Robbins abstaining from the vote. The Committee also looked at and discussed the Financial Expenditure Report at the back of the One-Stop Operator Contract, the One-Stop Report given by Mr. Eddie Thomas, and Ms. Angela Thayer, SEAWDB Staff, gave clarification on the Financial Expenditure update.

Mr. Wilson called on Mr. Dempsey for the One Stop Operator report. Mr. Dempsey thanked everyone for shifting their schedules to an earlier time than normal; this was due to Mr. Glenn Bell's reception party to be held the next day. Mr. Dempsey stated that since the last meeting SEAEDD had held the Manufacturing Sector Strategy meeting, with one employer attending. Mr. Dempsey explained that SEAEDD would be going on the road to meet with other employers. Mr. Dempsey stated that on Thursday, May 25<sup>th</sup>, he met with representatives of the national and local IBEW out of El Dorado to discuss opportunities for electrician and electrical apprenticeship in Lincoln, Desha, Chicot, and Drew Counties. Mr. Dempsey stated that on Jun 20<sup>th</sup> SEAEDD met with SAF-Holland, he noted they were in the process of trying to hire forty-five to sixty-five Welders and Industrial Maintenance Positions. Mr. Dempsey stated they were working with two local colleges trying to get the people turned out, and that the Workforce Centers would be working with them trying to speed up the process. Mr. Dempsey stated that on May 26<sup>th</sup>, SEAEDD submitted the plan and that on June 20<sup>th</sup>, he had received a few comments for changes. Staff had been given until next Tuesday to resubmit.

Mr. Wilson called on Mr. Eddie Thomas to give the One-Stop Operator report. Mr. Thomas noted that the Customer Service Report and the Clients in Training Reports were in the WDB packet. Mr. Thomas stated that the Workforce Centers had been doing more outreach through ads placed in local papers and were seeing more than average traffic. Mr. Thomas stated that the average traffic had gone from fifteen to twenty and it was now around forty per month. He also stated that he anticipated the trend continuing.


Mr. Wilson asked if there was any other business. He stated that the next scheduled meeting was tentatively set for September 20, 2017.

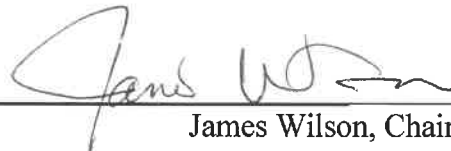
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There being no further business, Mr. Newton made a motion to adjourn. Mr. Wargo seconded the motion. Motion carried and the meeting was adjourned.

Respectfully Submitted:

Approved:

  
Stacie Womaek, Secretary  
Krishinday

  
James Wilson, Chairman

**SOUTHEAST ARKANSAS  
WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES**

**September 20, 2017**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on September 20, 2017, at the Southeast Arkansas Economic Development District Office, in Pine Bluff.

Mr. Jimmy Coker, Vice-Chairman, called the meeting to order. Mr. David Dempsey conducted a roll call of the members present; there was a quorum, with proxies.

Mr. Coker asked if everyone had read the Minutes of the meeting held on June 21, 2017. Mr. Marty Reep made a motion to approve the Minutes, as mailed. Motion seconded by Mr. Bob Ware. Motion carried.

Mr. Coker called on Ms. Lillie Edwards for a report from the Youth Services Committee. Ms. Edwards read from the Summer Monitoring Review and noted that the WIOA Summer Program ran from June 12<sup>th</sup> to July 21<sup>st</sup> and had included twelve In-School Youth and forty-six Out-of-School Youth for a total of 58 participants.

Mr. Coker called on Ms. Audrey Veasey for a report from the Disability Services Committee. Ms. Veasey stated that the Committee discussed the Memorandum of Understanding and the Current Financial Update Report. She stated that Ms. Guley with Central Arkansas Disability Services spoke to the committee about their new program Think Work 1<sup>st</sup>. She also noted that the OJT/Apprenticeship Policy Draft had been discussed.

Mr. Coker called on Mr. William Campbell for a report from the Planning Committee. Mr. Campbell stated that the Committee looked over the Memorandum of Understanding. Mr. Campbell made the recommendation, in the form of a motion, that the Board authorized the Chairman to sign the MOU. Motion seconded by Ms. Dorothy Henderson. Motion carried. Mr. Campbell stated that they also discussed the OJT/Apprenticeship Policy. Mr. Campbell made the recommendation, in the form of a motion, that the Board accept the OJT/Apprenticeship Policy. Motion seconded by Ms. Henderson. Motion carried. Mr. Campbell stated they looked over the scope of work from Maher & Maher. Mr. Campbell made the recommendation, in the form of a motion, that the Board authorize SEAEDD, as the Fiscal Agent to contract with Maher & Maher for the remainder of the year. Mr. Bob Ware seconded the motion. Motion carried with Ms. Henderson abstaining.

Mr. Coker called on Ms. Linda Rushing for a report from the One Stop Committee. Ms. Rushing stated that the Committee reviewed the Memorandum of Understanding and their only concern was that the partners be listed correctly. The Committee also reviewed the current Expenditure Update and the Workforce Center Service report. Ms. Rushing gave an update on Dr. Haynes' health progress. She noted he had moved and gave the members his new address.

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**September 20, 2017**

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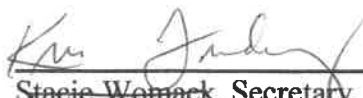
Mr. Coker called on Mr. Dempsey for the Fiscal Agent report. Mr. Dempsey stated that on July 11<sup>th</sup> the Four Year Local Plan was approved by the State Board. Mr. Dempsey also noted that the Board had been recertified for another two years. Mr. Dempsey spoke further concerning the Memorandum of Understanding and noted that the State had asked that their format be used as it would be a template that will be used by all 10 areas. He also noted that the staff was still waiting on the signatures of three or four partners and the work had begun on the Infrastructure Funding Agreement (IFA).

Mr. Coker called on Mr. Eddie Thomas to give the One-Stop Operator report. Mr. Thomas stated that the Lake Village Workforce Center had moved locations and that Adult Education had moved into the Workforce Center. Mr. Thomas stated that they were in the process of filling a few vacancies. He also noted that they were working with SAF Holland, and that the Plant Manager had stated that they had need of welders.

Mr. Coker called upon Mr. Dempsey for other business. Mr. Dempsey introduced Ms. Gretchen Sullivan with Mayer & Mayer, and she joined Mr. Dempsey to discuss the Board's Vision and Direction. Ms. Sullivan assisted with the discussion and took notes so that they could be gathered together into a list of Strategic Priorities the Board wanted to focus on. There was discussion concerning Employer needs and ways to focus efforts to existing employers while attempting to forecast the needs of in-coming Industries.

Mr. Coker stated that the next scheduled meeting was tentatively set for November 15, 2017. There being no further business, Mr. Coker adjourned the meeting.

Respectfully Submitted:

  
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Stacie Womack, Secretary  
Kris Lindsey

Approved:

  
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James Wilson, Chairman

**SOUTHEAST ARKANSAS  
WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES**

**November 15, 2017**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on November 15, 2017, at the Southeast Arkansas Economic Development District Office, in Pine Bluff.

Mr. James Wilson, Chairperson, called the meeting to order. Mr. David Dempsey conducted a roll call of the members present; there was a quorum, with proxies.

Mr. Wilson asked if everyone had read the Minutes of the meeting held on September 20, 2017. Mayor Dollar made a motion to approve the Minutes, as mailed. Motion seconded by Ms. Lillie Edwards. Motion carried.

Mr. Wilson called on Ms. Lillie Edwards for a report from the Youth Services Committee. Ms. Edwards read from the Southeast Arkansas WIOA Active Youth Report, noting the number of Youth by County that were In-School and Out-of-School. She also stated the total number of those Youth who were attending Adult Ed, College or who were employed.

Mr. Wilson called on Mayor Vernon Dollar for a report from the Disability Services Committee. Mayor Dollar stated that the Committee discussed the possibility of setting up a booth or table at Walmart to notify the public, especially the disabled, of the programs offered and to help create a Database of people to contact. He stated that the Committee also went over the Financial Expenditure Update.

Mr. Wilson called on Mr. William Campbell for a report from the Planning Committee. Mr. Campbell made the recommendation, in the form of a motion, that the Board put a freeze on all Renaissance Healthcare enrollment until it could be determined the extent of some issues that the One-Stop Operator was having with this Training Provider. Mr. Wilson asked if there were any questions concerning this motion. When there were no questions Mr. Wilson asked for a second for the motion. Mr. Danny Robbins seconded the motion. Motion carried.

Mr. Wilson called on Ms. Linda Rushing for a report from the One Stop Committee. Ms. Rushing stated that the Committee had a quorum, however there was no action taken. The Committee reviewed the current Expenditure Update and the Workforce Center Service Update report. The Committee also discussed the change in personnel and facility in Lake Village. Mr. Dempsey also spoke to the Committee concerning the Infrastructure Funding Agreement (IFA) and the Arkansas Promise Program.

Mr. Wilson called on Mr. Eddie Thomas to give the One-Stop Operator report. Mr. Thomas called attention to the Customer Service report that was included in the Board packet and noted for new Board Members that there are 5 Southeast Arkansas One-Stop locations and a few Satellite Offices throughout the region. He also stated that the Lake Village Workforce Center

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was in the process of moving into another building and expected it to be up and running by December 1. Mr. Thomas stated that there were four new staff members that are included under the Workforce Center One-Stop Operator. He introduced Ms. Shanna Jefferson the new Case Manager in Lake Village and stated that there were two staff positions transferred from SEAEDD to the Pine Bluff Workforce Center. Mr. Rickey Works and Ms. Monica Tucker are now working as Intake Generalist for the Pine Bluff Workforce Center and Ms. Monica Smith was also introduced as the new Internal Monitor. Mr. Thomas stated that the One-Stop was currently focusing on training and working with all the Partners.

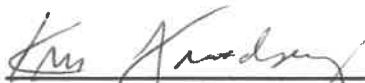
Mr. Wilson asked if there were any questions or comments on any of the Committee Reports. Ms. Edwards made mention of a correction on the number of Desha and Lincoln College numbers she gave from the WIOA Active Youth Report.

Mr. Wilson called on Mr. Dempsey for the Fiscal Agent report. Mr. Dempsey gave more information on some of the items that had previously been mentioned. He stated that the Infrastructure Funding Agreement (IFA) with the Partners was being developed and noted the numerous meeting with the various Partner Agency's. He explained that the IFA basically stated that all of the Partners would be required to pay their fair share of the One-Stop System and that the State was providing funding through June 30, 2018 to comply with the Department of Labor Regulations that the IFA be in place by January 1<sup>st</sup>. He stated that with the approval of the Board there would be a ballot sent along with a copy of the IFA asking for authorization for the Chairman to sign before the January 1<sup>st</sup> deadline. Mr. Dempsey then explained to the Board that after approaching the Arkansas Promise operators about making changes so that the clients were provided with a more real-life work experience, they made the decision to no longer use SEAEDD to operate the program after November 30<sup>th</sup>. Mr. Dempsey then noted that we would send out notices to the employers notifying them that although Arkansas Promise would be operating again during the Summer of 2018, we would not be operating the program and why.

Mr. Wilson stated that the next scheduled meeting was tentatively set for January 17, 2018. There being no further business, Mayor Dollar made a motion to adjourn, Mr. Bob Ware seconded the motion. Mr. Wilson adjourned the meeting.

Respectfully Submitted:

Approved:

  
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Stacie Wernack, Secretary  
Kris Lindsey

  
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James Wilson, Chairman