

**SOUTHEAST ARKANSAS
WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES**

February 16, 2022

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on February 16, 2022, at 11:00am via Zoom video call.

Mr. Andrew Wargo, Chairman, called the meeting to order.

Mr. Wargo called on Mrs. Macie Brown to conduct the roll call. Mrs. Brown noted there was a quorum.

Mr. Wargo asked if everyone had an opportunity to review the Minutes of previous meeting held on November 17, 2021. Mr. William Campbell made a motion to approve the Minutes from the previous meeting, with the corrections stated by Ms. Linda Rushing. Seconded by Ms. Allison Thompson. Motion carried.

Mr. Wargo called on Mr. Deran Ford, Director of Workforce Services, to give his report. Mr. Ford stated that they will need to readvertise for the One-Stop auditor as there were no responses. He stated that staff has been working on a project with People Shores, and they have received 20 prospective applicants for their program. He stated that SEAEDD will participate with WIOA funding in cohort 3. Mr. Ford stated that he had a concern with Pine Bluff Trucking. He stated that since his meeting with them in November 2021, Pine Bluff Trucking has corrected what was addressed. He stated that on January 23, 2022, he had a phone call with DWS about the concerns. He stated that DWS has gotten involved, and staff is waiting to hear back from DWS before any decision is made. Mr. Ford stated that Arkansas Construction Education Foundation requested a letter of support on behalf of the Board for the EDA Good Jobs Grant. Mr. Ford stated that Fiscal Monitoring Report for PY 20 has been received and that staff will analyze the report and present the report at the next Board meeting.

Committee Reports:

Mr. Wargo called on Ms. Verna Perry for the Youth Services & Disability Services Committee Report. Ms. Perry stated that there was a quorum. She stated that the Committee approved the agenda and the minutes. Ms. Kellisha White gave a Youth Services Report including recruitment for the Work Experience Program.

Mr. Wargo called on Mr. William Campbell for a report from the Planning Committee. Mr. Campbell stated that the Committee met and had a quorum. He stated that Committee met on February 2, 2022, to discuss the applications for the Eligible Training Provider List (ETPL). He stated that the Planning Committee voted yes on the following applications for the courses/programs on Southeast's Eligible Training Provider List: Trinity Truck Driving School, LLC; Southeast College (SEARK);

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UAM College of Technology-Crossett. He stated that the Planning Committee voted no on the following applications for the courses/programs on Southeast's Eligible Training Provider List: Northwest Arkansas Community College; EBJ School of Professional Study; ASU Newport (Jonesboro 2-year). Mr. William Campbell stated that the Planning Committee makes a motion to approve the ETPL. Seconded by Ms. Allison Thompson. Ms. Linda Rushing abstained. Motion carried.

Mr. Wargo called on Ms. Linda Rushing for the One-Stop Committee Report. Ms. Rushing stated that the advertisement for One-Stop monitoring services received no proposals. She stated that the Committee recommends that we readvertise for the monitoring services on Sunday, February 20th and Sunday, February 27th. She stated that the Committee recommends this timeline in the form of a motion: Requests for the RFQ packet will be from February 28, 2022 - March 7, 2022. The Committee will accept proposals from February 28, 2022 - March 18, 2022. The Committee will review the proposals from March 21, 2022 - April 15, 2022. At the April 20, 2022 board meeting, the Board will vote on the Committees recommendation. Seconded by Mr. William Campbell. Motion carried.

Program Reports:

Mr. Wargo called on Mr. Gary Goggans to give the Workforce/One Stop Center report. Mr. Goggans stated that they are averaging 600 client visits in the last 3 months. He described the different available services and supportive services that the centers provide. They are currently enrolling short-term trainings and have available funding.

Mr. Wargo stated that the next scheduled meeting was tentatively set for April 20, 2022


There being no further business, Mr. Wargo adjourned the meeting.

Respectfully Submitted:



Linda Rushing, Secretary

Approved:



Andrew Wargo III, Chairman

**SOUTHEAST ARKANSAS
WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES**

April 20, 2022

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on April 20, 2022, at the Arkansas River Education Cooperative in Pine Bluff.

Mr. Andrew Wargo, Chairman, called the meeting to order.

Mr. Wargo called on Mrs. Melody Mosler to conduct the roll call. Mrs. Mosler noted there was a quorum.

Mr. Wargo asked if everyone had an opportunity to review the Minutes of previous meeting held on February 16, 2022. Mr. William Campbell made a motion to approve the Minutes from the previous meeting. Seconded by Mr. Bob Ware. Motion carried.

Mr. Wargo stated that the yearly election of Board Officers will take place at the June meeting. He also stated that the Executive Committee voted to remove Mr. Trey Hufty from the Board due to lack of participation. Mr. William Campbell made a motion to remove Mr. Hufty. Seconded by Ms. Lillie Edwards. Motion carried.

Mr. Wargo called on Deputy Director Shane Knight for staff reports. Mr. Knight stated the WIOA Summer Program will begin on June 6, 2022, and emphasized that the program isn't just for the summer, but will continue as long as the participants are willing to work. Mr. Knight also stated that there are 4 Board vacancies and asked for recommendations. He stated that Mr. Gary Goggans is working with Pine Bluff Trucking on their corrective action plan and stated that they are pleased with the corrections taking place.

Mr. Wargo called on Mrs. Angela Thayer for the financial report. Mrs. Thayer referred to the financial report included in the board folders and explained the budget goals for each funding stream.

Committee Reports:

Mr. Wargo called on Ms. Lillie Edwards for the Youth Services & Disability Services Committee Report. She stated that the Committee recommends the advertisement for 3 job coaches for the summer program retroactive to April 1, 2022. Mr. Jerry Newton made a motion to approve the advertisement. Seconded by Mr. Danny Robbins. Motion carried. She stated that the Committee recommends we move forward with the summer program retroactive to March 1, 2022. Ms. Irene Holcomb made a motion to approve. Seconded by Mr. Bob Ware. Motion carried.

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Mr. Wargo called on Mr. William Campbell for a report from the Planning Committee. Mr. Campbell stated that the Committee met and had a quorum. He stated that the Committee had a grievance filed against the ETPL decision to reject Easterling School in Dermott. He stated that the Committee tabled this issue until the next board meeting.

Mr. Wargo called on Ms. Linda Rushing for the One-Stop Committee Report. Ms. Rushing referred to the IFA in the board folders and discussed one revision on page 5. She stated that the Committee recommends that the revision to the IFA be approved as it's presented. Mr. William Campbell and Mr. Danny Robbins abstained from the vote. Mr. Bob Ware made a motion to approve. Seconded by Ms. Lillie Edwards. Motion carried. Ms. Linda Rushing stated that they received 3 proposals for One Stop Monitoring. She referred to the scoring sheet and recommended to the board that they accept Power Notes, LLC as the One Stop Monitor for the 2021-2022 year not to exceed \$5,000.00. Mr. Danny Robbins made a motion to approve. Seconded by Mr. Bob Ware. Motion carried. Ms. Rushing stated that the Committee revised the grievance and compliance procedure to reflect the current address and the current employees. Mr. Bob Ware made a motion to approve the revisions. Seconded by Mr. Jerry Newton. Motion carried.

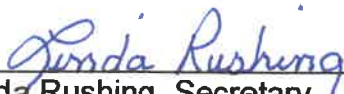
Program Reports:

Mr. Wargo called on Mr. Gary Goggans to give the Workforce/One Stop Center report. Mr. Goggans stated that they are still recruiting for the Summer Program between the ages of 16-24. He stated that to qualify for the program they will need to be in a low-income family or in a high-poverty area, or if their school district is on free or reduced lunch. He stated that they also offer supportive services such as travel expenses, childcare, tuition assistance, books, etc. He urged the Board to spread the word about these services.

Mr. Wargo stated that the next scheduled meeting was tentatively set for June 15, 2022.

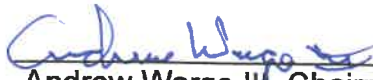
There being no further business, Mr. Wargo adjourned the meeting.

Respectfully Submitted:



Linda Rushing, Secretary

Approved:



Andrew Wargo III, Chairman

**SOUTHEAST ARKANSAS
WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES**

August 17, 2022

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on August 17, 2022, at the Reynolds Center in Pine Bluff.

Ms. Allison Thompson, Vice Chair, called the meeting to order.

Ms. Thompson called on Mrs. Melody Mosler to conduct the roll call. Mrs. Mosler noted there was a quorum.

Ms. Thompson asked if everyone had an opportunity to review the Minutes of previous meeting held on June 15, 2022. Mr. Tommy Butcher made a motion to approve the Minutes from the previous meeting. Seconded by Mr. William Campbell. Motion carried.

Ms. Thompson introduced the guest speaker, Mr. William Campbell, Local Office Manager at ADWS to conduct the board training.

Ms. Thompson stated that Ms. Linda Rushing was awarded a \$50,000.00 grant; and urged the Board to make recommendations to fill the 4 board vacancies. She referred to the flyer for the Career Fair in White Hall. Ms. Thompson called on Mr. Shane Knight. Mr. Knight stated that there will be a new Waste to Energy power plant in the City of Lake Village that gasifies waste into steam energy and will employ 50 individuals. He also stated that there is a letter of affirmation signed that states a new medical glove factory will be built in the City of Lake Village and will employ 200 individuals. Mr. Knight introduced the new Director of Workforce Services, Ms. Chaketa Alexander.

Ms. Chaketa Alexander thanked the Board Members for being instrumental in making the Summer Work Program a huge success. She stated that some of the students are still working through the school year. She stated that staff is working to add more training programs to the ETPL list to serve more participants. She referred to the Monitoring Report, which was included in the board folders, and let the board know to contact her if they have any questions about the report. Ms. Alexander stated that she, Mr. Shane Knight, and Mr. Gary Goggans met with Philips Community College and stated that the Workforce Centers will have a presence on that campus.

Committee Reports:

Ms. Thompson called on Ms. Verna Perry for the Youth Services & Disability Services Committee Report. Ms. Perry stated that the committee met and had a quorum. She referred to the Youth Services Report and stated that they have 51 active in-school youth and 30 active out-of-school youth. She stated that they will continue to work on marketing, and that they reviewed the Monitoring Report.

Ms. Thompson called on Mr. William Campbell for a report from the Planning Committee. Mr. Campbell stated that the Committee met and had a quorum. He referred to the ETPL and the applications for EBJ School of Professional Study in Dermott, AR for the following 3 courses: Electronic Health Records Specialist w/ CRC; Certified Med Admin Assistant with CPC or COC; and Certified Clinical Med Assistant with HCS_D Industry Certification. He stated that the committee voted no to all 3 courses due to them not being accredited by an accrediting agency or similar national standardization program. Mr. Campbell made a motion to deny these courses from the ETPL. Seconded by Mr. Tommy Butcher. Motion carried.

Ms. Thompson called on Mr. Bob Ware for the One-Stop Committee Report. Mr. Ware referred to the Supportive Services Policy Amendments and made a motion to accept the amendments. Seconded by Mr. Tommy Butcher. Motion carried. Mr. Ware referred to the IFA Wording Amendment and made a motion to accept the amendment. Seconded by Ms. Lillie Edwards. Motion carried. Mr. Bob Ware stated that the Committee made nominations for a new Chair and Vice Chair. He stated that Dr. Steven Bloomberg was nominated for One-Stop Chair, and Mr. Bob Ware was nominated for One-Stop Vice Chair. Mr. William Campbell made a motion to accept the nominations. Seconded by Ms. Lillie Edwards. Motion carried.

Program Reports:

Ms. Thompson called on Mr. Gary Goggans to give the Workforce/One-Stop Center report. Mr. Goggans stated that they continue to accept resumes for the open positions at the Workforce Centers, and he referred to 3 upcoming events: Career Fairs in White Hall and in Warren, and a Resource Fair at UAM McGehee.

Ms. Thompson stated that the next scheduled meeting was tentatively set for October 19, 2022.

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

Respectfully Submitted:

Approved:

Jerry Newton, Secretary



Andrew Wargo III, Chairman

**SOUTHEAST ARKANSAS
WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES**

October 12, 2022

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on October 12, 2022, at the Jefferson County Library in Pine Bluff.

Mr. Andrew Wargo, Board Chair, called the meeting to order.

Mr. Wargo called on Mrs. Melody Mosler to conduct the roll call. Mrs. Mosler noted there was a quorum.

Mr. Wargo introduced the guest speaker, Mr. Shane Knight, Deputy Director of SEAEDD, to conduct the board training on disclosure forms.

Mr. Wargo asked if everyone had an opportunity to review the Minutes of previous meeting held on August 17, 2022. Mr. Tommy Butcher made a motion to approve the Minutes from the previous meeting. Seconded by Mr. William Campbell. Motion carried.

Mr. Wargo called on Ms. Chaketa Alexander for the directors' report. Ms. Alexander stated that staff attended the AADO Conference in Hot Springs. She stated that they have 5 new employees: Mr. Albert King Jr., Ms. Pashuar Grissom, and Ms. Ashley Miller in Pine Bluff, Ms. India Ford in Lake Village, and Ms. Jasmine Taylor in Crossett. Ms. Alexander announced that there will be a WIOA Community Resume Writing Workshop on October 25, 2022 at the Reynolds Center in Pine Bluff and she referred to the flyer which was included in the board folders.

Mr. Wargo called on Ms. Danielle Nixon for the fiscal report. Ms. Nixon referred to the financial statements which were included in the board folders and asked the board if there were any questions.

Committee Reports:

Mr. Wargo called on Mr. William Campbell for a report from the Planning Committee. Mr. Campbell called on Mr. Shane Knight. Mr. Knight referred to the contract for Trinity Trucking to reaffirm that contract. Mr. William Campbell made a motion to approve the contract. Seconded by Mr. Tommy Butcher. Ms. Lillie Edwards abstained. Motion carried.

Mr. Wargo stated that the next scheduled meeting was tentatively set for December 14, 2022.


Mr. Wargo stated his resignation from being the Chair of the Board, with intention to continue serving as a Board Member.

There being no further business, Mr. Wargo adjourned the meeting.

Respectfully Submitted:

Approved:

Jerry Newton, Secretary



Andrew Wargo III, Chairman