

**SOUTHEAST ARKANSAS  
WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES**

**January 16, 2019**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on January 16, 2019 in Pine Bluff.

Mr. James Wilson, Chairperson, called the meeting to order.

Mr. Wilson called on Mr. David Dempsey to conduct the roll call. Mr. Dempsey noted there was a quorum with proxies.

Mr. Wilson asked if everyone had an opportunity to review the Minutes of previous meeting held on October 17, 2018. Mr. Andrew Wargo made a motion to approve the Minutes from the previous meeting, seconded by Mr. Tommy Butcher. Motion carried.

Mr. Wilson called on Mr. William Campbell for a report from the Planning Committee meeting. Mr. Campbell stated that the Planning Committee met and had a quorum. He referred to two policies included in the board folders and he stated the committee agreed to adopt the Board Priority of Service policy and made a motion for approval. Seconded by Mr. Wargo. Motion carried. Mr. Campbell stated that the committee also agreed to adopt the Board Follow-Up policy. Mr. Wargo made a motion for approval. Seconded by Mr. Butcher. Motion carried.

Mr. Campbell reported on the ACRS Class List: Accelerated Dental Assisting Academy was accepted; American Board for the Certification of Teacher Excellence was rejected; Arkansas State University-Beebe was accepted; Arkansas State University-Newport was accepted; Arkansas Welding Academy was accepted; Black River Technical College was accepted; Cossatot Community College of the University of Arkansas-Dequeen was tabled; Cossatot Community College of the University of Arkansas-Nashville was tabled; Cossatot Community College of the University of Arkansas-Ashdown was tabled; East Arkansas Community College was accepted; Indian Capital Technology Center-Muskogee Campus was rejected; Indian Capital Technology Center-Stilwell Campus was rejected; Indian Capital Technology Center-Taleguah Campus was rejected; Level One Driving Academy was tabled; Medlinc, Inc. was accepted; Northwest Arkansas Community College was accepted; Ozarka College was accepted; Phillips Community College of the U of A (DeWitt) was accepted; Phillips Community College of the U of A (Helena) was accepted; Phillips Community College of the U of A (Stuttgart) was accepted; Ouachita Nursing Assistant Training Program was accepted; Schmieding Home Caregiver Training Program-Ed Dorado was accepted; Texas A&M University-Texarkana was rejected; University of Arkansas at Fort Smith was rejected; University of Arkansas Community College at Hope was accepted; University of Arkansas Community College of Morrilton was accepted; University of Arkansas Community College at Monticello was accepted; University of Arkansas Community College at Monticello (COT-Crossett) was accepted; University of Central Arkansas was rejected; University of Central Arkansas, Outreach & Community Engagement was accepted; and Vista College was rejected.

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Mr. Wilson called on Ms. Lillie Edwards for a Youth Services Committee and Disability Services Committee joint report. Ms. Edwards stated that the committee wished to approve the Board Work Experience Policy and made a motion for board approval. Seconded by Mr. Andrew Wargo. Motion carried. Ms. Edwards also stated that the Summer Program has 100 youth enrolled for the 6-week program.

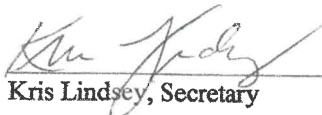
Mr. Wilson called on Ms. Linda Rushing for a report from the One-Stop Committee meeting. Ms. Rushing stated that the Committee reviewed the update to the Infrastructure Funding Agreement, which was included in the board folders. She stated that the committee also reviewed the Workforce Center Certification reports and put in form of a motion that the Workforce Centers in Pine Bluff, Dumas, Monticello, Lake Village and Crossett be approved for certification. Seconded by Mr. Wargo. Motion carried. She referred to the 3 policies included in the board folders: The Board Individual Training Account Policy, Board Supportive Services Policy Revision & Board Referral Policy be approved and put in form of a motion. Seconded by Mr. Wargo. Motion carried. She stated that the Current Expenditure Update was reviewed by the committee and the committee is in agreement with the update.

Mr. Wilson called on Mr. Eddie Thomas to give the One-Stop Operator report. Mr. Thomas referred to the Customer Service Report included in the board folders. He stated that around 160 individuals have exited (completed) the program so that enrollment is down. He stated that there will be aggressive outreach campaigns to make sure enrollments increase. He stated that they have hired an additional Career Analyst in the Dumas Workforce Center, Mr. Tracey Lawson; and explained the SEAEDD Board of Directors approved an official title change for Mr. Rickey Works who is now our Business Services Specialist.


Mr. Wilson called on Mr. Dempsey for the Fiscal Agent report. Mr. Dempsey stated that he met with the city officials in Dumas about the AREA Grant. He referred to a letter included in the board folders dated December 26, 2018 regarding performance standards for the next year.

Mr. Wilson stated that the next scheduled meeting was tentatively set for February 20, 2019. There being no further business, the meeting was adjourned.

Respectfully Submitted:

  
Kris Lindsey, Secretary

Approved:

  
James Wilson, Chairman

**SOUTHEAST ARKANSAS  
WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES**

**April 17, 2019**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on April 17, 2019 in Pine Bluff.

Mr. James Wilson, Chairperson, called the meeting to order.

Mr. Wilson called on Ms. Patrecia Hargrove to conduct the roll call. Ms. Hargrove noted there was not a quorum at this time.

Dr. Claudia Griffin with the Arkansas Department of Workforce Services (ADWS) spoke to the Board concerning Board Responsibilities and new FOI information.

Mr. Wilson asked if everyone had an opportunity to review the Minutes of previous meeting held on February 20, 2019. Mr. Andrew Wargo made a motion to approve the Minutes from the previous meeting, seconded by Mr. Tommy Butcher. Motion carried.

Mr. Wilson called on Mayor Vernon Dollar for a Youth Services Committee and Disability Services Committee joint report. Mayor Dollar referred to the Youth Summer Budget included in the board folders and asked that the budget be approved. Mr. Andrew Wargo made motion to approve. Seconded by Mr. William Campbell. Motion carried.

Mr. Wilson called on Mr. William Campbell for a report from the Planning Committee meeting. Mr. Campbell stated that the committee discussed the Eligible Training Provider List. He stated that the committee recommended SEARK: No; NATF: Yes; PC Health: No; UCA: No. Mr. Andrew Wargo made a motion to approve as presented. Seconded by Mr. Bob Ware. Motion carried.

Mr. Wilson called on Ms. Linda Rushing for a report from the One-Stop Committee meeting. Ms. Rushing referred to the Services for Youth Policy Amendment, and the Services for Adults and Dislocated Workers Policy Amendment. She stated that the committee recommended these policies for approval retro to March 18<sup>th</sup>. Mr. William Campbell made a motion to accept the recommendation. Seconded by Ms. Shayla Nelson. Motion carried.

Mr. Wilson called on Mr. Thomas to give the One-Stop Operator report. Mr. Thomas stated that they launched the Pre-Apprentice Pilot Program April 6<sup>th</sup> between SAF Holland, Adult Ed and SEAEDD and that it is very successful. He also stated that the Customer Service report number as of today is 163. Mr. Thomas stated that the ACT Work Ready project has two more counties that have been certified. He stated that Lincoln County was the first to be certified, now followed by Cleveland & Chicot Counties. He also stated that Desha, Jefferson & Bradley counties are 90% completed. He stated that we will launch a pilot program from April 29-May 24, 2019 for limited pay work experience. He also stated that there have been personnel changes, and

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**April 17, 2019**

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introduced the new employees: Ms. Burgundy Stallings, Mr. Tracey Lawson Jr.; Ms. LaDonna Smith; Mr. Clint Armstrong; and Mrs. Ginny Heisler.

Mr. Wilson called on Executive Director, Ms. Patrecia Hargrove for the Fiscal Agent report. Ms. Hargrove introduced the SEAEDD staff. Ms. Hargrove referred to the board folders and informed the board that if they have any questions about the information feel free to ask questions or stop by the SEAEDD office.

Ms. Hargrove stated that from Feb 25, 2019 - March 1, 2019 the U.S. Department of Labor (DOL) monitoring found numerous noncompliance issues, she noted that most were already being addressed. She stated that the program needs to fully transition from Workforce Investment Act (WIA) to Workforce Innovation and Opportunity Act (WIOA), which will require an update of policies and procedures. She stated that SEAEDD also needs to review the indirect cost rate, create a cost allocation plan and amend its Financial Procedure Manual. She stated that staff will be updating the Local Plan and the Workforce By-Laws. She stated that the Workforce Board and SEAEDD staff need to participate in training sessions on WIOA rules and requirements. The Board agreed that 2 half afternoon trainings with refreshers at each Board meeting would be the most convenient.

Ms. Hargrove stated that ADWS has been working with staff during this corrective-action process and providing technical assistance. She introduced Mr. Tom Pittman, ADWS monitor, and stated that he is onsite at the SEAEDD office 4 days a week. She stated that the issues did not happen overnight so it will take time to correct them. She stated that she will not be presenting all the updates and amendments all at once, but will present them in small doses at each meeting so the board has time to understand and discuss the information prior to voting. She stated that staff has not received the report from DOL yet, but once it's been received staff will provide the board with a copy.

Ms. Hargrove stated that Staff needs approval to obtain quotes for an auditor to perform programmatic monitoring allowable cost 2016 to present. Mr. Wargo made a motion to approve. Seconded by Mr. Campbell. Motion carried.

Ms. Hargrove called on Ms. Angela Thayer, Fiscal Specialist and Equal Employment Officer (EEO), to give a report. Ms. Thayer stated that the "#MeToo" movement against sexual harassment has brought to the forefront the fact that organizations that fail to take sexual harassment seriously put themselves at risk. She stated that harassment is a form of employment discrimination that violates Title VII, the ADEA, the ADA, and ACRA; and sexual harassment is a form of sex discrimination that violates Title VII and ACRA.

Ms. Hargrove stated that on May 14-15, 2019 there will be a training networking opportunity, the WIOA Partners Meeting will be in Hot Springs. She stated that if anyone is interested in attending that staff will be sending out an email on how to register.

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Mr. Wilson stated that the next scheduled meeting was tentatively set for May 22, 2019. There being no further business, the meeting was adjourned.

Respectfully Submitted:

  
Kris Lindsey, Secretary

Approved:

  
James Wilson, Chairman

**SOUTHEAST ARKANSAS  
WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES**

**May 22, 2019**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on May 22, 2019 in Pine Bluff.

Mr. Andrew Wargo, called the meeting to order.

Mr. Wargo called on Ms. Patricia Hargrove to conduct the roll call. Ms. Hargrove noted there was a quorum.

Mr. Wargo called on Mr. Eddie Thomas to conduct a board training. Mr. Thomas referred to the "Call to Action" handout and asked the board to become familiar with the functions of the Workforce Development Board.

Mr. Wargo asked if everyone had an opportunity to review the Minutes of previous meeting held on April 17, 2019. Mr. Tommy Butcher made a motion to approve the Minutes from the previous meeting, seconded by Mr. Bob Ware. Motion carried.

Mr. Wargo called on Ms. Lillie Edwards for a Youth Services Committee and Disability Services Committee joint report. Ms. Edwards referred to the Youth Summer Status update.

Mr. Wargo called on Mr. William Campbell for a report from the Planning Committee meeting. He stated that Ms. Nelson is moving to Texas and leaving the Board in June. He stated that the Committee discussed the CEO Agreement included in the board folders and did not note any needed changes. Mr. Tommy Butcher made a motion to approve the CEO Agreement. Seconded by Ms. Edwards. Motion carried. Mr. Campbell stated that the committee discussed the Eligible Training Provider List. He stated that the Committee suggested approving the following: College of the Ouachita's at Malvern: Certified Nursing Assistant, Gas Metal Arc Welding, Gas Tungsten Arc Welding, Pipe Welding, Shielding Metal Arc Welding, Welding Technology (technical certificate), and Welding Technology (Associates Degree); the Carpenter's Daughter Pre-Apprenticeship Program: Measure Up Plumber, Measure Up Office Manager/Admin Services, Measure Up Masonry, Measure Up Construction Craft Laborer. He stated that the Committee suggested disapproving the following: Carpenter's Daughter Pre-Apprenticeship Measure Up Floral Design, Northwest Arkansas Community College: Retail Sales Associate, First Line Retail Sales Supervisor, and Administrative Assistant Program – Basic. Mr. Campbell made a motion to approve the list as presented. Seconded by Mr. Tommy Butcher. Motion carried. Mr. Campbell stated that the committee discussed the DOL Report and the current expenditure report.

**SOUTHEAST ARKANSAS WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES  
June 18, 2019**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on June 18, 2019 in Pine Bluff.

Mr. Andrew Wargo, Vice Chairperson called the meeting to order. Mr. Wargo called on Ms. Patrecia Hargrove to conduct the roll call. Ms. Hargrove noted there was a quorum.

Mr. Wargo called on Ms. Gloria Johnson with ADWS to conduct a board training. Ms. Johnson explained the definitions and differences in harassment and sexual harassment in the workplace and discussed how EEO matters should be handled by board members.

Mr. Wargo asked if everyone had an opportunity to review the Minutes of previous meeting held on May 22, 2019. Mr. Bob Ware made a motion to approve the Minutes from the previous meeting, seconded by Mr. William Campbell. Motion carried.

Mr. Wargo called on Ms. Hargrove for the Fiscal Agent Report. Ms. Hargrove referred to the handouts in the board folders. She explained the Board Staff Agreement and the need to begin a procurement process through an RFP for a financial auditing and governance/program monitoring services in order to audit the One Stop Services, based on ADWS' guidance. She also explained the need to establish the Signatory Authority for the SEAWBD Chairman. Ms. Hargrove stated that the One Stop Operator Contract's one-year approval and 3-year extension is ending next year, and she recommended that the board take action and grant a final year extension later in the meeting.

Mr. Wargo called on Ms. Lillie Edwards for a Youth Services Committee and Disability Services Committee joint report. Ms. Edwards referred to the Supportive Services Youth Policy and asked for a motion to approve. Mayor Vernon Dollar made a motion. Seconded by Ms. Irene Holcomb. Motion carried.

Mr. Wargo called on Mr. William Campbell for a report from the Planning Committee meeting. He stated that the committee approved the budget with no changes, and he asked for a motion to approve the FY 19 budget. Ms. Lillie Edwards made a motion to approve. Seconded by Mr. Ware. Motion carried. Mr. Campbell asked for approval of the ITA Policy Amendment. Mr. Tommy Butcher made a motion to approve. Seconded by Ms. Lillie Edwards. Motion carried. Mr. Campbell asked for a motion to approve the Local & Regional Plan two-year update, the Financial Procedures Manual and WDB Administrative Services Agreement. Mr. Tommy Butcher made a motion to approve. Seconded by Ms. Lillie Edwards. Motion carried.

Mr. Campbell stated that the Eligible Training Provider List had 2 classes offered by United Welding Institute from Pottsville, AR and the board voted no based on the recommendation of the Planning Committee.

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Mr. Wargo called on Mr. Bob Ware for a report from the One-Stop Committee meeting. Mr. Ware stated that the committee discussed several items and would like to receive board approval on the following items: 2016 One-Stop Operator Extension, RFP One Stop Operator Audit and Monitoring services, Supportive Services Adult/Dislocated Worker Policy and Supportive Services Needs Related Payment Policy, Supportive Services Procedure Policy, Monitoring Policy Amendment, and SEAWDB By-Laws. Mr. William Campbell made a motion to approve the 2016 One-Stop Operator Extension. Seconded by Ms. Lillie Edwards. Motion carried. Mr. Tommy Butcher made a motion to approve the RFP One Stop Operator Audit and Monitoring services. Seconded by Mayor Vernon Dollar. Mr. Tommy Butcher made a motion to approve the Supportive Services Adult/Dislocated Worker Policy, Supportive Services Needs Related Payment Policy, and the Supportive Services Procedure Policy. Seconded by Mr. William Campbell. Motion carried.

Mr. Wargo asked for a vote to approve the changes to the By-Laws. Mrs. Angela Thayer called roll to establish a majority. Mr. Wargo asked for the board members to vote. The vote was unanimous for approval.

Mr. Wargo called on Mr. Eddie Thomas to give the One-Stop Operator report. Mr. Thomas referred to the customer service report. He stated that the staff had a full day of training at ADWS. Mr. Thomas stated that they have hired a new Business Services Coordinator who will start July 1, 2019. He also stated that the Workforce Centers are assisting individuals from the Georgia Pacific layoff in Crossett and the JCPenney layoff in Pine Bluff. Mr. Thomas called on Mr. William Campbell for an update on the new casino. Mr. Campbell stated that the Saracen Casino now has a license to build, and they are taking resumes for carpenters, carpentry help and skilled laborers.


Mr. Thomas stated that there will be a CEO meeting on June 20, 2019 in Pine Bluff; and there will be a Workforce Public Meeting on July 18, 2019.


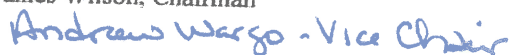
Mr. Thomas called on Ms. Payton Burgess for a financial report. Ms. Burgess referred to the budget that was included in the board folders. She asked if anyone had any questions about the newly approved budget.

Mr. Wargo stated that the next scheduled meeting was tentatively set for September 18, 2019. There being no further business, the meeting was adjourned.

Respectfully Submitted:

Approved:

  
Kris Lindsey, Secretary

  
James Wilson, Chairman  
  
Andrew Wargo - Vice Chair



**SOUTHEAST ARKANSAS  
WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES**

**September 18, 2019**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on September 18, 2019 in Pine Bluff.

Mr. Andrew Wargo, Vice Chairperson called the meeting to order.

Mr. Wargo called on Mr. Eddie Thomas to conduct the roll call. Mr. Thomas noted there was a quorum.

Mr. Wargo introduced Mr. Arnell Willis, Director of the Arkansas Workforce Development Board. (AWDB). Mr. Willis stated that it is his goal to visit each local workforce development board each year to provide support and assistance as needed. Mr. Willis gave an update of the US Department of Labor of Visits to the state. He mentioned that the two main areas that USDOL are asking local areas to focus on are: board governance and compliance. Mr. Willis encouraged locals to be sure that adequate documentation is provided when attempting to resolve monitoring findings.

Mr. Eddie Thomas introduced Ms. Kelli Cypert from the Arkansas River Educational Services Cooperative to conduct a board training about career and technical education opportunities. Ms. Cypert presented information about local high schools and their performance.

Mr. Wargo asked if everyone had an opportunity to review the Minutes of previous meeting held on June 18, 2019. Mayor Vernon Dollar made a motion to approve the Minutes from the previous meeting, seconded by Mr. William Campbell. Motion carried.

Mr. Wargo called on Ms. Patrecia Hargrove for the Fiscal Agent Report. Ms. Hargrove stated that the U.S. Department of Labor (DOL) returned to the SEAEDD office for a follow-up visit. She stated that staff has resolved some concerns and are in the process of resolving the other concerns. She stated that DOL was positive that they are heading in the right direction. She stated that DOL and DWS are providing technical assistance to the staff. Ms. Hargrove stated that staff moved forward with the procurement process through an RFP for audit and monitoring services for One Stop but received no proposals. She stated that staff will separate the two components and request quotes for the monitoring services.

Mr. Wargo called on Mr. Eddie Thomas for a Board Staff Report. Mr. Thomas stated that the Southeast Arkansas Workforce Development Area received a National Dislocated Worker Disaster grant in the amount of \$1.8 million dollars to assist with flood relief efforts. He stated that 3 counties requested assistance, so the grant is going to provide 125 temporary jobs for individuals to help with cleanup and recovery. He stated that the individuals targeted for these temporary jobs are those who have been long-term unemployed or those affected by the flooding. Mr. Thomas mentioned that it is the desire of SEAEDD to continue to pursue other grants to leverage resources and provide more opportunities in Southeast. Mr. Thomas concluded by discussing the importance of the board function evaluations.

Mr. Wargo called on Mrs. Angela Thayer for the Financial Report. Mrs. Thayer referred to two financial statements included in the board folders for fiscal years 2017-2018 and 2018-2019. She stated that in PY 17-18 staff had to return \$10,000 from Dislocated Worker funding stream. She stated that they moved

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\$39,000 from Dislocated Worker funds to Adult funds because they were seeing more adults that year, and that they will be working towards spending all of their funds going forward.

Mr. Wargo called on Ms. Linda Rushing for the Executive Committee Report. Ms. Rushing stated that there was a special called meeting of the Executive Committee on July 26, 2019, at 9:30am via conference call. She stated that those in attendance were Mr. James Wilson, Mayor Vernon Dollar, Ms. Lillie Edwards, Mr. Andrew Wargo, Ms. Linda Rushing, and Mr. Eddie Thomas. She stated that the committee voted on these items and now recommend the full board approve the following: to redact the approval that was made at the June 2019, board meeting regarding the SEAEDD One Stop Operator Contract extension; to have the One Stop Committee submit a Request for Proposal (RFP) to procure and advertise a One Stop Operator for a 4-year term; to appoint the Southeast Arkansas Economic Development District (SEAEDD) as the WIOA Title I-B Service Provider for Youth, Adults, and Dislocated Workers for a 4-year term without procurement. Mr. Tommy Butcher made a motion to approve. Seconded by Ms. Sharon Burns. Motion carried with Mayor Vernon Dollar and Mr. Danny Robbins abstaining from the vote.

Mr. Wargo called on Mayor Vernon Dollar for the Youth Services Committee and Disability Services Committee Report. Mayor Dollar stated the committee discussed the youth summer program and the board functions evaluation.

Mr. Wargo called on Mr. William Campbell for a report from the Planning Committee meeting. Mr. Campbell stated that the committee discussed the Procurement Policy Amendment and recommended that the amendment be tabled until the next board meeting. Mr. Campbell stated that the committee voted no on the following Eligible Training Provider List: United Welding Institute, TriState Career Tech, and UCA Outreach & Community Engagement. The committee voted to approve the following: ASU-Searcy, MedLine Medical Training and Education, South Arkansas Community College (West), University of Arkansas at Monticello, University of Arkansas at Monticello CTC, and UAMS. Mr. William Campbell made a motion to approve the recommendation of the committee. Seconded by Mr. Tommy Butcher. Motion carried with Ms. Linda Rushing abstaining from the vote. Mr. Campbell stated that the committee would like to look at all class renewals before they are approved.

Mr. Wargo called on Ms. Linda Rushing for the One-Stop Committee Report. Ms. Rushing stated that the Committee presents the following plan of action in the form of a recommendation; One-Stop Operator Contract RFP advertisement will be posted October 6, 2019 and October 13, 2019. She stated that the deadline is November 6, 2019. She stated that a recommendation of award will be presented to the full board at the November board meeting. Mr. William Campbell made a motion to approve the plan of action. Seconded by Sharon Burns. Motion carried. Ms. Rushing stated that the Supportive Services Procedure Policy Amendment is included in the board folders. Mr. William Campbell made a motion to approve. Seconded by Ms. Devin McDiarmid. Motion carried. Ms. Rushing stated that the Needs Related Payments Policy Amendment is included in the board folders for approval. Mr. Marty Reep made a motion to approve. Seconded by Mr. Hughes. Motion carried.

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Mr. Wargo called on Mr. Gary Goggans to give the Workforce/One Stop Center report. Mr. Goggans stated that the Workforce Centers had 1,376 client visits in July and 1,168 in August. He stated that the Workforce Centers are fully staffed, and staff is diligently working to correct all of the findings from DOL. He stated that staff is continuing to work with partnered agencies, and that the Carpenter's Daughter program is training inmates in Dermott so when they are released, they will be equipped with skills.

Mr. Wargo called on Mr. Patrick Ervin for the Business Services Report. Mr. Ervin explained to the board that he meets with employers, different economic development entities and elected officials. He also explained the need for building a Business Services Committee.

Mr. Wargo stated that there is a new proxy form for board members.

Mr. Wargo stated that the next scheduled meeting was tentatively set for November 20, 2019. There being no further business, the meeting was adjourned.

Respectfully Submitted:

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Kris Lindsey, Secretary

Approved:



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James Wilson, Chairman

**SOUTHEAST ARKANSAS  
WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES**

**November 20, 2019**

A meeting of the Southeast Arkansas Workforce Development Board (WDB) was held on November 20, 2019 in Pine Bluff.

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

Mr. Wilson called on Mr. Eddie Thomas to conduct the roll call. Mr. Thomas noted there was a quorum.

Mr. Thomas introduced Mr. Lance Whitney, Director of SNAP Outreach with the Arkansas Hunger Relief Alliance who conducted a board training and presentation about the SNAP program.

Mr. Wilson asked if everyone had an opportunity to review the Minutes of previous meeting held on September 18, 2019. Mr. Tommy Butcher made a motion to approve the Minutes from the previous meeting, seconded by Mr. Newton. Motion carried.

Mr. Wilson called on Mr. Eddie Thomas for a Board Staff Report. Mr. Thomas stated that, moving forward, there would be a detailed activity report of all workforce activities included in the board packet to maintain transparency and accountability with the board. He stated that staff attended a conference in North Carolina and five counties within the Southeast district were nationally recognized for obtaining the ACT Work-Ready Communities designation. He shared reports from the Arkansas Workforce Development Board meeting that detailed performance measure information for local areas. He also referred to a handout regarding several waiver requests that was presented by ADWS staff to the state board. Mr. Thomas stated that local areas were invited to give input and the majority supported the waivers; if the waivers are granted by the United States Department of Labor, there would be a need to revisit policies that affect the WIOA program.

Mr. Thomas stated that the Southeast Arkansas Workforce Development Area received a National Dislocated Worker Grant in the amount of \$1.8 million dollars to assist with flood relief and recovery efforts. He stated that, after an aggressive recruitment campaign and after working closely with the county leaders about their current needs, there is not enough individuals interested in the temporary employment or enough disaster relief work needed by counties to fully execute the terms and purpose of the grant. He stated that after speaking with the Board Chairman and County officials, it was the staff's recommendation that the Board opt out of this grant at this time to allow funds to be used in other areas who could benefit more. Mr. Wilson asked for a motion to opt out of the NDWG AR-30 disaster grant. Mr. Andrew Wargo made a motion to approve. Seconded by Mr. Tommy Butcher. Motion carried.

Mr. Wilson called on Mrs. Angela Thayer for the Financial Report. Ms. Thayer referred to a handout with two financial statements for fiscal years 2018-2019 and 2019-2020 and explained them to the board.

**Workforce Development Board Meeting**

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Mr. Wilson called on Ms. Lillie Edwards for the Youth Services Committee and Disability Services Committee Report. Ms. Edwards stated the committee discussed the work experience program and shared information about the number and demographics of active participants.

Ms. Edwards shared that the committee discussed and completed the board functions evaluation. She stated that the committee also discussed youth program elements and collectively helped to develop a Resources Directory to be used by participants, partners, and staff.

Mr. Wilson called on Mr. William Campbell for a report from the Planning Committee. Mr. Campbell stated that the committee discussed the Procurement Policy Amendment and recommended that it be approved. Mr. Andrew Wargo made a motion to approve. Seconded by Mr. Tommy Butcher. Motion carried. Mr. Campbell stated that the committee voted to reject the following programs seeking to be added to the Eligible Training Provider List: United Welding Institute: Pipeline Welding Course and Career Welding Course, Arkansas Elite Welding Academy: Elite Structural Welding Program and Elite Pipe Welding Program, Legendary Institute: Barber Crossover & Barber Instructor programs, University of Central Arkansas' Art-Studio Art Bachelors program. The committee voted to approve the following: University of Central Arkansas: Management Information Systems, Finance, Family & Consumer Science Education, Computer Science, Business Administration & Psychology Bachelor Degree programs, Starlight Automation Institute of Technology: Programmable Logic Controller Technician Training 1-5 programs, CNA Training Academy: CNA program, UA Pulaski Tech College: Manufacturing Technology Associates program, Schmeiding Home Caregiver Training: CNA program, First Step Technical College: Phlebotomy program, & College of the Ouachitas: Truck Driver Training program. Mr. Andrew Wargo made a motion to approve the recommendation of the committee. Seconded by Mr. Bob Ware. Motion carried.

Mr. Wilson called on Ms. Linda Rushing for the One-Stop Committee Report. Ms. Rushing stated that the Committee discussed the RFP for the One Stop Operator. She stated that the RFP was published in the Arkansas Democrat Gazette, but only received one proposal from SEAEDD, Inc. She stated that the viewing committee rated the proposal and would like to make a recommendation to the board that SEAEDD, Inc serve as the One Stop Operator for the period of December 1, 2019 until June 30, 2023 with the costs for services not to exceed \$50,000 for that time period. Mr. William Campbell made a motion to approve the recommendation of the committee. Seconded by Ms. Lillie Edwards. Motion carried. Ms. Rushing stated that SEAEDD submitted request for quotes for One Stop Monitoring Services but did not receive any quotes. She stated that the Workforce Development Board itself shall solicit the request for quotes, moving forward.

Mr. Wilson called on Mr. Gary Goggans to give the Workforce/One Stop Center report. Mr. Goggans referred to a report showing customer visits and stated that the Workforce Centers had 1,240 total client visits in October 2019. He stated that the number of active clients is 213, and the number of clients enrolled in WIOA training is 132. He stated that staff met with the Southwest District, and also met with representatives of the new Saracen Casino which is looking to hire 1,200 employees within the next few years.

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Mr. Wilson called on Mr. Patrick Ervin for the Business Services Report. Mr. Ervin referred to the activity report included in the board folders. He stated that ongoing education about opportunity zones took place at the Southeastern Opportunity Zone Conference. He stated that staff had initiated discussion for partnerships with Rock City Re-entry, Carpenter's Daughter, National Apprenticeship Association, and South Delta Planning and Development District along with continuing work with Arkansas Division of Workforce Services.

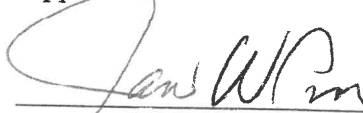
Mr. Wilson acknowledged guests from the Arkansas Division of Workforce Services' Central office and Trade Adjustment Assistance (TAA) local staff, along with the Mayor of Stuttgart.

Mr. Wilson stated that the next scheduled meeting was tentatively set for January 15, 2020. There being no further business, the meeting was adjourned.

Respectfully Submitted:

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Kris Lindsey, Secretary

Approved:



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James Wilson, Chairman

1-15-20