

North Central Arkansas Workforce Development Board Meeting
March 13, 2019 – 10:00 a.m.
UACCB Independence Hall – Batesville, AR
Minutes

Members Present: Ben Baxter, Regina Burkett, Gayle Cooper, Shayne Gaither, Raye Ann Hager, Alvin Hearyman, Garry Lawrence, Tim London, Dr. Keith McClanahan, Sherry Organ, Jada Ragland, Jamie Rayford, Angela Ryland, and Pam Williams, Micah Woods

Member Represented by Proxy: Ben Baxter

Others Present: Angela Goodwin, Bree DeShazo, Carrie McIntosh, Mitzi Hargan, Wendy Howard, Antonio Garcia, Lisa Earls, Donetta Bradford, Andrea Lee, Rebecca DeShano, Essie Nichols, Jeff Collins, Jan Smith, Terri Addington, Lori Malone, Vanesa Rodriguez, Trish Miller, Denise Wilson, Byron Southerland, and Greg Miller.

A meeting of the North Central Arkansas Workforce Development Board was called to order at 10:12 a.m. by Board Chair Pam Williams on March 13, 2019. Board Chair Williams called for an approval of the minutes of the previous meeting. A motion was made by Garry Lawrence and seconded by Dr. Keith McClanahan, the minutes were approved unanimously.

Byron Southerland presented local area financial policies and procedures which had been previously presented to the board. He explained that the monitors require official financial policies approved by the board. After reviewing the policies, Garry Lawrence motioned to approve them. Tim London seconded and all were in favor.

Angela Goodwin discussed the updated ACRS eligible provider and programs list which had been previously distributed. Chair Williams requested a motion to approve the additions to the list. Dr. Keith McClanahan motioned to approve the list and Sherry Organ seconded. With no further discussion, the updated list was approved as presented.

Ms. Andrea Lee, the UACCB Adult Education Director, spoke on the benefits of working together with other partners for the benefit of the clients. She discussed a certain individual who has recently completed his GED with plans to continue through post-secondary education and earn a certificate in Mechatronics.

Angela Goodwin presented proposed updates to several policies, which had been previously distributed. She explained that they have been updated to further align federal and state regulation. The policies include Self-Sufficiency, 5% Youth Exception, Priority of Services, Unlikely to Return, Supportive Services, On-the-job Training, Individual Training Accounts, and National Dislocated Worker Grant.

Ms. Goodwin discussed the self-sufficiency policy that was approved by the executive committee between board meetings. A motion to approve the updated self-sufficiency policy was made by Angela Ryland and seconded by Regina Burkett. A nomination to accept the 5% Youth Exception policy was given by Sherry Organ. Pat Dunegan seconded and approval was unanimous. Dr. Keith McClanahan motioned to approve the change to the Unlikely to Return Policy. It was seconded by Garry Lawrence. A nomination to approve the change to the Supportive Services for Adults and Dislocated Workers policy was made by Angela Ryland and seconded by Sherry Organ. A minor error was found in the number formatting on the Supportive Services for Youth Policy. A motion

was requested including the error correction. Dr. Keith McClanahan motioned to approve the updated policy with the correction and Gayle Cooper seconded. Darline Tucker motioned to approve the Priority of Service for Adults policy. Pat Dunegan seconded. The Priority of Service for Veterans and spouses was next. After requesting an abbreviated word be spelled out, Angel Ryland motioned to accept the policy with the change. Garry Lawrence seconded. Next up was the Priority of Service for Individuals with Barriers. Gayle Cooper motioned to approve the updated policy as presented and Jada Ragland seconded. The On-the-job Training policy had a typo as presented. A motion to approve with the discussed change was given by Angela Ryland and Dr. Keith McClanahan seconded. Raye Ann Hager made a motion to approve the Individual Training Accounts policy and Darline Tucker seconded. Gayle Cooper made a motion to approve the National Dislocated Worker Grant policy update and Pat Dunegan seconded. With there being no further discussion on the policies, they were all voted for unanimously.

Ms. Goodwin then presented Conflict of Interest Policy for board members. Ms. Goodwin suggested the board members may need more time to review this before approval and it was decided that it will be discussed at the next meeting.

Ms. Goodwin discussed the changes to the By-Laws. Changes were made to better reflect regulation. Ms. Goodwin explained that the board members need to be knowledgeable of the by-laws, but that the CEO is the party responsible for approving any changes or updates. The board reviewed the changes and there was much discussion on the change to the board member proxy. An appropriate proxy as listed in the updated by-laws for a business representative must have optimum policy-making AND hiring authority. Other alternative designees must also demonstrate experience, expertise and optimum policy-making authority

Donetta Bradford updated the board on participant counts, supportive services, and individual training accounts. She discussed the OSY program and the abundance of unspent funds that will expire soon. She discussed ways in which Antonio Garcia, the new Youth Career Specialist, has been working to recruit and sign up additional OSY.

With no further business, Dr. Keith McClanahan made a motion to adjourn the meeting. Garry Lawrence seconded and the meeting was adjourned.

Pam Williams
Pam Williams, Board Chair
North Central Arkansas Workforce Development Board