

MINUTES
ARKANSAS WORKFORCE DEVELOPMENT BOARD
January 9, 2018

The Arkansas Workforce Development Board conducted its regular quarterly meeting on January 9, 2018, beginning at 1:00 p.m., at the Embassy Suites Hotel, 11301 Financial Centre Parkway, in Little Rock, Arkansas. Chair Tom Anderson presided with the following members present: Mr. Daryl Bassett, Ms. Karen Breashears, Mr. Lindsay Brown, Mr. Scott Bull by proxy Bryan Hicks, Dr. Charisse Childers by proxy Dr. Trenia Miles, Judge Brandon Ellison, Mr. Jeff Griffin, Mr. Alan Hughes, Mr. Johnny Key by proxy Michelle Griffin, Mr. Alan McClain, Ms. Katy Morris by proxy Ms. Mary Barnes, Mr. George Nunnally, Dr. Julie Roberson, Mr. Kelley Sharp, and Mr. Robert Thorne.

Mr. Jeffrey Allen, Mr. Chad Bishop, Mr. Robert East, Ms. Mary Franklin, Ms. Melissa Hanesworth, Ms. Abby Houseworth, Mr. Bart Langley, Ms. Holley Little, Dr. Maria Markham, Mr. Michael Newcity, Mayor Harold Perrin, and Mr. Mike Preston were unable to attend.

After welcoming board members and guests, Workforce Board Director Arnell Willis introduced Mr. Tom Anderson as the new Chair for the Arkansas Workforce Development Board. Chair Anderson has served on the board since 2003, worked as an executive in computer industry, and served in the U.S. Army for 32 years in both active and reserve duty in which he obtained ranking as a colonel. He currently serves as the Vice President and Chief Operating Officer of the consulting firm TA Holdings, LLC. Chair Anderson and his wife have two children and seven grandchildren.

Chair Anderson called the meeting to order at 1:00 p.m. upon seeing a quorum.

Chairman's Comments: Chair Tom Anderson opened the meeting by informing the Full Board of his appointment to serve as the new Board Chair by Governor Asa Hutchinson. Chair Anderson referenced the Arkansas Workforce Development Board By-Laws by stating that the Chair must select a Vice-Chair, in consultation with the Governor. He will work with Board Director Arnell Willis in coordinating this selection in consultation with the Governor.

Chair Tom Anderson acknowledged Dr. James Shemwell, President of Arkansas Northeastern College. Dr. Shemwell will discuss workforce development activities in Mississippi County.

Agenda Item 1 – ACTION – Minutes of the October 10, 2017, Full Board Meeting: Chair Tom Anderson requested the unofficial minutes of the October 10, 2017, meeting minutes to reflect board member Robert Thorne as having attended. Chair Anderson asked if there were any additional corrections to the minutes.

Hearing none, a motion to accept the October 10, 2017, meeting minutes with the revision reflecting board member Robert Thorne as having attended the October 10th meeting was

made by Mr. Alan Hughes, and seconded by Mr. Kelley Sharp. The motion carried unanimously.

Report of the Chairperson: Chair Tom Anderson provided brief comments and shared that he had already attended two local board meetings in the Eastern and West Central local areas. He added that board members Mr. Robert Thorne and Ms. Karen Breashears also attended these local board meetings. Chair Anderson stated his intent is to visit all of the Local Workforce Development Boards throughout the year.

Chair Anderson thanked all the board members for attending and encouraged them to attend all the quarterly board meetings. He emphasized the importance of having a quorum and reminded board members due to a number of member vacancies on the Board, it is more difficult to attain a quorum.

Chair Anderson informed the Full Board that there would be some exciting news later in the meeting that will be presented by Mr. George "Gan" Nunnally, a board member.

Chair Tom Anderson recognized Board Staff Kris Jones to provide the Staff Report.

Report of Staff: Mr. Kris Jones began by echoing Chair Anderson's comments that due to board member vacancies, it is difficult for the board to establish a quorum. Board Staff will work with Chair Tom Anderson and the Governor's office to fill the current vacancies.

Mr. Jones and Board Workforce Director Arnell Willis met with the U.S. Department of Labor in Dallas for technical assistance training on October 31 - November 3, 2017 in Dallas. Introductory material was provided to them on the required partner programs of WIOA, UI, TANF, LMI, apprenticeship programs, and discretionary grants.

Mr. Willis and Mr. Jones will be attending the National Association of State Workforce Agency Winter Policy meeting February 22-24, 2018.

Mr. Jones informed board members some projects the State is striving to implement early in the year, including asset mapping, outreach for dislocated workers, and work-based learning. The work-based learning initiative is similar to the State's previous incumbent worker training program; however, it expands on services by adding On-The-Job Training and Registered Apprenticeship components.

Mr. Jones concluded his report by announcing that the Additional Assistance to Areas of High Concentrations of Eligible Youth funds award packets, approved during the last board meeting, had been drafted and were being circulated throughout DWS for approval.

Chair Anderson asked if there were any questions for Mr. Jones. Hearing none, Chair Anderson proceeded to the next item and asked for the committees to provide their report to the Full Board.

Report of Committees:

Strategic Planning Committee: Acting Chair Karen Breashears provided the Strategic Planning Committee report on activities since the last Full Board meeting.

Acting Chair Breashears reported that the committee did not have a quorum, but reviewed agenda items and agreed to send them to the Full Board.

The committee heard from Dr. Claudia Griffin regarding the certification of the Arkansas Workforce Centers in Eastern Arkansas. The Local Workforce Development of Eastern Arkansas was selected as the One-Stop Operator; therefore the Arkansas Workforce Development Board must certify the Arkansas Workforce Centers. The committee recommends approval of the certification of the Arkansas Workforce Centers in Eastern Arkansas to the Full Board.

The committee heard a report from Mr. Kris Jones regarding the asset mapping project and then Mr. Arnell Willis provided an update on the committee's action plan.

Program & Performance Evaluation Committee: Chair Tom Anderson announced that Program and Performance Evaluation Committee Chair Scott Bull arrived for his committee's meeting, but became ill. Mr. Bryan Hicks was asked to serve as Acting Committee Chair and would provide the committee report.

Acting Chair Bryan Hicks reported the committee did have a quorum and approved the October 10, 2017, meeting minutes. Acting Chair Hicks reported Board Staff Sandy Monaco gave an update on the PY 2016 WIOA Title I Performance Report that was transmitted to the U.S. Department of Labor. This report will provide a baseline for future reporting.

Acting Chair Hicks reported Board Staff Elroy Willoughby gave an update on the effectiveness of serving employers under WIOA. These are pilot performance indicators for gathering data for the U.S. Department of Labor.

Mr. Willoughby also gave a report on the outreach efforts under WIOA for the hard-to-serve populations.

Hearing no additional questions or comments for Acting Chair Bryan Hicks, Chair Anderson asked Acting Chair George Nunnally to provide an update for the TANF Oversight Committee.

TANF Oversight Committee: Acting Chair George "Gan" Nunnally reported the committee approved the October 10, 2017, meeting minutes.

Mr. Nunnally reported that the committee heard an update on State policy changes to the Transitional Employment Assistance (TEA) Program. The changes included the adjustment eligibility policy amount to update the minimum wage amount to the prevailing State minimum

wage. This will push the TEA net income standard from \$223.00 to \$368.00 and increase the applicant earned income deduction from 20% to 30%.

Acting Chair Nunnally reported that TANF Program met both of its federal performance measures, the work participation rates for All-Families and Two-Parent Families for PY16. Also, the end-of-year TANF reports were submitted in advance of the December 31, 2017 deadline.

The committee heard an update on the ARWINS IT System. ARWINS has been operating in the production environment successfully for the past year in fourteen (14) Arkansas Department of Workforce Services (ADWS) offices. All remaining ADWS offices will be trained and brought online by May 2018. ARWINS has served as an interface between Arkansas Department of Human Resources (DHS) and ADWS. ADWS plans to leverage the platform strengths for common intake, case management, and reporting system.

Lastly the committee received the latest Career Pathways College Count Study and reviewed a video of students who successfully participated in the TANF initiative.

Acting Chair George Nunnally informed the Full Board of the next TANF Oversight Committee meeting will be held on April 10, 2018, at 10:00 a.m.

ADWS Director Daryl Bassett provided insight regarding the AR Works Program and how it will impact ADWS.

Hearing no additional comments or questions, Chair Anderson moved to the next agenda item of Council Resolution 2018-1.

Agenda Item 2 – ACTION – Council Resolution 2018-1: Chair Tom Anderson presented Council Resolution 2018-1. Arkansas State Law allows Board Members to accept a stipend for reimbursement of expenses to attend meetings of the board. This resolution must be approved by the Full Board annually at its January meeting.

A motion to approve the Council Resolution 2018-1 was made by Mr. Lindsay Brown, seconded by Mr. Robert Thorne, and the motion carried unanimously.

Workforce Development in Mississippi County: Arkansas Northeastern College (ANC) President Dr. James Shemwell was recognized by Chair Tom Anderson to provide board members an insight into the opportunities ANC offers Arkansans as a leader in access to higher education. ANC locations consist of campuses in Blytheville, Burdette, Leachville, Osceola and Paragould.

Dr. Shemwell began by explaining how ANC innovatively meets employer needs. Some examples were: billing employers by the hour and not by the person, assisting Big River Steel in their application process, an application pool-offered workforce, development of customized training for existing staff, closing the gap in language barriers, providing participants with financial support during their training that assists them in preparing for job interviews, offering

over 100 mentors within the ANC network, and offering classes at a variety of times such as nights and weekends with stackable credits. ANC also offers a new certificate in Construction Technology. Some additional student benefits were the availability of no-cost transportation and paid internship opportunities in a variety of areas. ANC has also created a Success Navigator. The Success Navigator provides outreach to the community for ANC through recruiting and visiting unconventional places to inform the community of the training opportunities available.

Chair Tom Anderson thanked Dr. Shemwell for the innovative work with employers, the community, and the opportunities that ANC provides to individuals in northeast Arkansas. Chair Anderson indicated the possibility of board members visiting the ANC campus in the future.

Agenda Item 3 – ACTION - Certification of the Arkansas Workforce Centers in Eastern

Arkansas: Chair Tom Anderson recognized Dr. Claudia Griffin to present to the Board the recommendation, as heard by the Strategic Planning Committee during their morning meeting.

Dr. Griffin informed the Board that she and Shenaye Johns visited comprehensive center in West Memphis and the two affiliate centers in Helena and Forrest City. Their on-site review of the three workforce centers provided Dr. Griffin and Ms. Johns with insight and information to the operations of the centers to show they are in compliance with the laws and regulations. Dr. Griffin explained the State Board has to approve the certification because the local board was approved through a competitive process as the One-Stop Operator. Under WIOA law, the local board is not able to certify itself.

Chair Tom Anderson inquired if anyone had any questions for Dr. Griffin. Hearing none, a **motion to approve the certification of the Arkansas Workforce Centers of Eastern Arkansas was made by Mr. Lindsay Brown, seconded by Mr. George Nunnally, and the motion carried unanimously.**

WIOA One-Stop Certifications/MOUs Update: Chair Tom Anderson recognized Kris Jones to provide an update on the WIOA One-Stop Certifications and Memorandums of Understanding (MOUs).

Mr. Jones informed board members ADWS has received 9 of the 10 area certifications. One of them is still in the process. Mr. Jones explained he informed the Strategic Planning Committee that the certification process, the Memorandums of Understanding (MOUs), and the Infrastructure Funding Agreements (IFAs) were all tied together. Any change within one of them will impact the others. This is what is holding up one of the certifications. The MOUs have been signed in all programs, with the exception of the SNAP and TEA Programs. There were some issues with JobCorp, but he believes that these issues have been resolved. ADWS has notified DOL of the delay, but it is well known that other states are experiencing similar issues. Mr. Jones anticipates that the MOUs and IFAs will be completed by the end of February 2018. DOL has extended this grace period.

WIOA Technical Assistance and Training (TAT) Application Submission: Chair Tom Anderson recognized Kris Jones to provide an update on the WIOA Technical Assistance and Training (TAT) offered by the U.S. Department of Labor.

After briefly reviewing the application and the process for board members, Mr. Jones reiterated the need for the technical assistance to complete the asset mapping process, which is a deliverable in the State Plan. The technical assistance will be provided by Maher & Maher, a USDOL contractor. Currently, ADWS is awaiting a decision on its application submission.

With no comments or questions for Mr. Jones, Chair Anderson thanked Mr. Jones and recognized the Arkansas Department of Workforce Services Accountability Specialist Mr. Mark McManus to provide an update on the Discretionary Grants.

Discretionary Grants Update: Mr. McManus provided an update on the Arkansas Apprenticeship Pathways Initiative (AAPI) and the Arkansas Expands Apprenticeship (AREA) workforce training grants and a planning grant known as the State Accelerator grant. The State Accelerator grant provides resources to assist in planning for expand and diversify Registered Apprenticeship throughout the state.

Mr. McManus shared that there are unobligated funds to assist with training costs for Registered Apprenticeship programs. He encouraged board members as they engage with their employers and communities to keep these funding streams in mind as available resources. DOL emphasizes not only expanding the number of apprentices but also the number of programs and the diversity of the populations being served.

Mr. McManus reviewed the timelines of workforce training grants. AAPI is a five-year grant that ends in 2020. He provided details related to the five-year Arkansas Apprenticeship Pathway Initiative (AAPI) grant, which ends in 2020. The training providers for this initiative are comprised of the Arkansas Apprenticeship Coalition (AAC) and four community colleges: Arkansas State University-Mountain Home (ASUMH), Arkansas State University-Newport (ASUN), National Park College (NPC), and South Arkansas Community College (SACC). AAC provides training in the construction trades and advanced manufacturing with various occupations in both. AAPI has reached 30% of its goal to enroll 600 Arkansans.

ADWS is looking to provide new Registered Apprenticeships with new partners such as the Little Rock Police Department and the University of Central Arkansas (UCA), who have two new programs that are firsts for Arkansas. The LRPD has a Registered Apprenticeship program as a Police Officer, and UCA has been successful with their Software Developer Registered Apprenticeship program.

The AREA workforce training grant received an extension to April 19, 2019. All grant recipients received a one-year extension. The training providers under this grant are J. B. Hunt Transportation, Inc. and the Arkansas Apprenticeship Coalition (AAC). AAC provides training in

the construction trades and millwrights in the AREA grant. A new pre-apprenticeship program is being launched this month Arkansas Career Training Institute in Hot Springs and AAC.

This grant provides opportunities to receive technical assistance through them with subject matter experts such as Maher & Maher and Office of Apprenticeship State Director Lee Price. Under the planning grant that ends in May of 2018, ADWS contracted with a subject matter consultant to assist with asset mapping analysis. This will allow for putting together a team and assist with the component of asset mapping of Registered Apprenticeship in the State Plan. Mr. McManus requested that board members inform him of their interest in serving on the asset mapping team or any recommendations for team participants.

Mr. McManus shared that Arkansas has the potentially being selected by Abt Associates, through the Urban Institute, to receive intensive outreach assistance to employers regarding Registered Apprenticeship opportunities. The narrowing of candidates for this marketing outreach will be in January – February 2018. Once the selection has been narrowed down, six candidates will be selected for a site visit before the final decision for the award.

Not hearing any additional comments or questions for Mr. McManus, Chair Anderson thanked Mr. McManus for his update. Chair Anderson requested the he keeps the board informed regarding the intensive outreach assistance award as this would be a great opportunity for Arkansas.

Board Open Discussion: Chair Tom Anderson opened the floor for discussion by informing the board of a proposal to offer a new location for conducting the April 10, 2018 Arkansas Workforce Development Board meeting. Chair Anderson recognized Mr. George Nunnally to present the proposal of the new location.

Mr. Nunnally invited the Arkansas Workforce Development Board to Bentonville. He informed board members that the chamber of commerce and businesses would like to host the next meeting and has offered to host a meet and greet in the original Walmart store location. This historical location includes an on-site café as well as a museum. It is used only for executive functions for Walmart; however, Walmart will allow the State Board to host a dinner on the night before the board meetings for those members arriving on Monday, April 9, 2018. The actual board and committee meetings will be held in the original Tyson Foods plant, which has been refurbished into a culinary school. The culinary school will prepare and provide lunch for the board members on April 10, 2018 and offer a tour of the school. Mr. Nunnally gave members an overview of the amenities Bentonville has to offer.

Chair Anderson commented that there would be no additional costs associated with conducting the meeting in Bentonville, rather than in Little Rock. Not hearing any additional questions or comments, Chair Anderson asked for a motion to conduct the next board meeting in Bentonville.

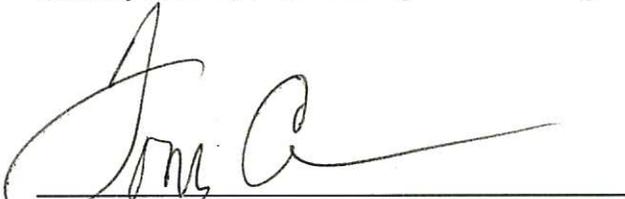
A motion to conduct the next Arkansas Workforce Development Board meeting in Bentonville was made by Mr. Jeff Griffin, and seconded by Judge Brandon Ellison. Chair Anderson requested a vote and the motion carried unanimously.

Chair Anderson introduced the topic of changing the committee and board meetings dates. Board member Ms. Karen Breashears proposed the concept of conducting the committee meetings, via teleconference, one week prior to the Full Board meeting. This would reduce the costs of conducting three separate meetings in different rooms and allow the committee members additional time to review the agenda information. This would allow committee members an opportunity to receive additional information, if needed, before presenting recommendations to the Full Board.

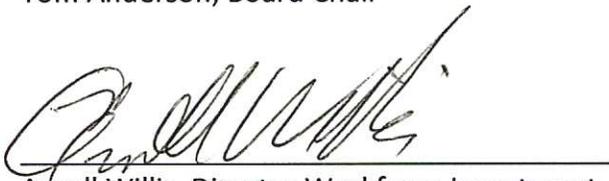
Chair Anderson asked board members their thoughts and comments on a motion and requested them to contact him, via e-mail, for any suggestions or comments they may have.

Announcements: Chair Tom Anderson announced the next meeting of the Full Board would be held on **April 10, 2018, at 1:00 p.m.** with committees meeting at **10:00 a.m.** The location will be announced at a later date.

Adjourn: Chair Tom Anderson adjourned the meeting at 2:33 p.m., **on a motion made by Mr. Lindsay Brown, seconded by Mr. Alan Hughes, and carried unanimously.**



Tom Anderson, Board Chair



Arnell Willis, Director Workforce Investment
Department of Workforce Services

*Minutes recorded by Rebecca Edwards
Department of Workforce Services Staff*