

**MINUTES**  
**ARKANSAS WORKFORCE DEVELOPMENT BOARD**  
**July 10, 2018**

The Arkansas Workforce Development Board conducted its regular quarterly meeting on July 10, 2018, beginning at 1:00 p.m., at Crowne Plaza, 201 South Shackleford Road, 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, Dr. Charisse Childers by proxy Dr. Trena Miles, Judge Brandon Ellison, Ms. Abby Houseworth, Mr. Alan Hughes, Ms. Holley Little, Mr. Alan McClain by proxy Mr. Jonathon Bibb, Dr. Maria Markham by proxy Ms. Ann Clemmer, Ms. Katy Morris, Mr. George Nunnally, Mr. Mike Preston by proxy Mr. Steve Sparks, Dr. Julie Roberson, Mr. Kelley Sharp, and Mr. Robert Thorne.

Mr. Jeffrey Allen, Mr. Chad Bishop, Mr. Robert East, Ms. Mary Franklin, Mr. Jeff Griffin, Ms. Melissa Hanesworth, Mr. Johnny Key, Mr. Bart Langley, Mr. Michael Newcity, and Mayor Harold Perrin were unable to attend.

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 thanking board member Mr. Nunnally for Northwest Arkansas hosting the last quarterly meeting for the Arkansas Workforce Development Board.

Chair Anderson recognized and thanked the guests and presenters for the meeting, Mr. Steve Sparks of the Arkansas Economic Development Commission and Mr. Justin Robinson of Our House.

**Agenda Item 1 – ACTION – Minutes of the April 10, 2018, Full Board Meeting:** Chair Tom Anderson asked if there were any additional corrections or revisions to the April 10, 2018, Full Board meeting minutes.

Hearing none, **a motion to accept the April 10, 2018, meeting minutes as presented was made by Judge Brandon Ellison, and seconded by Ms. Karen Breashears. The motion carried unanimously.**

Chairperson's Report:

Chair Tom Anderson updated board members and guests of a U.S. Department of Labor planning session he attended. One important take away Chair Anderson emphasized to the board was the board needs to be strategic and giving direction - not tactical. Notification was received from some board members that they were not able to come; however, the training was held for board staff and board members on May 1<sup>st</sup>. He went on to inform board members that he will be attending a State Chair meeting in Missoula, Montana. Chair Anderson informed members and guests of attending all but one Local Workforce Development Board meeting

*Approved at the October 9, 2018, Full Board Meeting*

with Arkansas Workforce Development Board Director Arnell Willis over the past two months sharing the direction the U.S. Department of Labor has given on four topics: 1) serving special populations of Youth, Adults, and Dislocated Workers; 2) business outreach goals; 3) approach to the Funds Utilization Rate (FUR); and 4) attention to service for ex-offenders. These four topics will be goals for the board in the upcoming year. Board Staff Kris Jones is working with the WIOA Roundtable to develop a scorecard or dashboard to assist the State and Local Workforce Development Boards of the progress being made in each of those areas. Chair Anderson addressed the seven vacancies on the board by informing members the Governors' office is aware and working on filling them. Chair Anderson cited for board members the board by-laws that require a member to be removed from the board by missing three or more meetings. Board members were given a Fact Sheet of specific information of what the Arkansas Workforce Development Board is and does for the state of Arkansas. This informational will assist informing other businesses, individuals, and stakeholders about the board.

Chair Anderson recognized Arkansas Department of Workforce Services Director Daryl Bassett. Mr. Bassett briefed board members of his meeting with U.S. Department of Labor Secretary Mr. R. Alexander Acosta. U.S. Department of Labor discussed five points: 1) encouragement for granting waivers; 2) aggressive promotion of skills education in schools (The possibility of taking funding from two-year colleges and liberal arts programs to place it in courses emphasizing practical skills.); 3) expansion of Pell grants to include high-quality certification programs; 4) expansion of apprenticeships (Awards granted to 'well-oiled' sectors and sector strategies.); and 5) skills development - portable and stackable credentials. Mr. Bassett stated he will keep the board informed of any updates, and he will provide a briefing on his upcoming meeting the first of August with Secretary Acosta.

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

#### Staff Report:

Mr. Jones introduced Executive Director Ben Goodwin of Our House, and he introduced Mr. Nathan Smith of Arkansas Development Finance Authority who will be working with the Executive Committee and the Arkansas Research Center on Asset mapping. Mr. Eddie Lemm was introduced as the new Targeted Populations Advisor and working with the Foreign Labor Certification. Mr. Jones informed members the technical assistance grant received to provide Customer Center Design training for the North Central Workforce Development Board was completed. The other technical assistance grant received for training for the Arkansas Workforce Development Board members and staff was completed. Mr. Jones gave an update on the Dislocated Worker outreach. The State Plan notification of approval was received on June 25<sup>th</sup>. Mr. Jones ended with informing members the Local Workforce Development Boards may apply for \$30,000 for regional and sector planning.

Hearing no additional comments or questions, Chair Anderson moved to Committee Reports.

#### Committee Reports:

Strategic Planning Committee: Chair Tom Anderson asked Committee Chair Karen Breashears to report on the Strategic Planning Committee.

Committee Chair Breashears provided an update of the Strategic Planning Committee met although there was not a quorum. She reported the meeting minutes of the past four meetings were reviewed and required no additional revisions. The minutes have been included in the Full Board agenda for approval. Committee Chair Breashears reported the committee heard from Dr. Claudia Griffin on revisions of the Occupational Skills Training Policy and public funding of job training at the state and local level as presented by Mr. Kris Jones. Finally, Committee Chair Breashears reported Mr. Arnell Willis provided an update on the Committee's Action Plan. Committee Chair Breashears noted the progress being made as reported by Mr. Willis. Committee Chair Breashears informed the board members the committee will convene again October 9, 2018, at 10:00 a.m.

Hearing no additional questions or comments, Chair Anderson moved to Program and Performance Evaluation Committee.

Program & Performance Evaluation Committee: Chair Anderson asked Committee Chair Abby Houseworth to provide an update for the Program and Performance Evaluation Committee. Committee Chair Houseworth reported a quorum was met and approved the April 10, 2018, meeting minutes.

The committee heard a report on negotiated performance measures of WIOA Title I and Title III by Board Staff Mr. Elroy Willoughby. Mr. Willoughby gave members insight of the complete process and included the utilization of the U.S. Department of Labor statistical model. He also presented the public funding for job training at the state and local level that was published by the Urban Institute recently. Board Staff Ms. Sandy Monaco provided an update to the committee on local area performance training. Lastly, Committee Chair Houseworth reported the next meeting of the Committee is scheduled for October 9, 2018.

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

TANF Oversight Committee: Committee Chair George Nunnally reported the Committee had a quorum and approved the April 10, 2018, meeting minutes.

Committee Chair Nunnally reported the committee heard a report on proposed federal legislation regarding TANF reauthorization. The proposed Jobs and Opportunity with Benefits and Services (JOBS) for Success Act of 2018 will bring significant change to the TANF program in an effort to assist more Americans to enter into the workforce. He informed board members that TANF met both federal work participant rates for all family and two parent families for fiscal year 2017. Committee Chair Nunnally briefed board members on the two improvement initiatives of the Arkansas Workforce Integrated Network System (ARWINS) and Our House

homelessness project. He reported ARWINS has been promoted from a pilot project to a major Arkansas Department of Workforce Services information technology **system** implemented on schedule and under budget into all ADWS offices with no compromise to scope or quality. He stated the second initiative of the Our House pipeline to employment homelessness project was on target to meet or exceed the program goals by the end of the contract period. He stated the committee also heard an updated report on the TANF Action Plan - which is a tool to assist in monitoring progress of the committee to meet the goals set forth in the State Plan. The committee also heard a success story of an Arkansas State University (ASU) - Jonesboro graduate who transitioned into the Work Pays program. Lastly, Committee Chair George Nunnally informed the Full Board of the next TANF Oversight Committee meeting that will be held on October 9, 2018.

Hearing no additional questions or comments for Committee Chair George Nunnally, Chair Anderson moved to the next agenda item.

**Agenda Item 2 – ACTION – Approval of the minutes for the Strategic Planning Committee for July 11, 2017, October 10, 2017, January 9, 2018, and April 10, 2018:** Chair Tom Anderson asked members to revisit their agenda books specifically to the Strategic Planning Committee meeting minutes that are being presented to the Full Board for approval due to the committee not having a quorum. Chair Anderson asked if there were any revisions to any of the minutes presented.

Hearing none, **a motion to accept the Strategic Planning Committee meeting minutes for July 11, 2017, October 10, 2017, January 9, 2018, and April 10, 2018, as presented was made by Judge Brandon Ellison, and seconded by Ms. Karen Breashears. The motion carried unanimously.**

**Arkansas Economic Development Update & Tooling U Project Update:** Chair Anderson recognized Steve Sparks with the Arkansas Economic Development Commission (AEDC) to provide members and guests an overview and update of the Tooling U Project.

Chair Anderson asked if there were any questions or comments for Mr. Sparks. Hearing none, Chair Anderson moved to the next agenda item.

**Agenda Item 3 – ACTION – Occupational Skills Training Policy Revision:** 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 directed board members to “Change 1 - *[Underlined and bolded section]* Page 4.” She provided the opportunities the policy provides for training providers and individuals who would be able to receive training due to this policy including border city partnerships.

Chair Tom Anderson inquired if anyone had any questions for Dr. Griffin. Hearing none, **a motion to approve the Occupational Skills Training Policy Revision as presented by Dr. Griffin**

**was made by Ms. Abby Houseworth, seconded by Mr. Lindsay Brown, and the motion carried unanimously with none opposed.**

Our House Work-Based Learning Project Update: Chair Anderson recognized Our House Store Manager Mr. Justin Robinson to provide an overview of projects, activities, and how the training works. Chair Anderson thanked Mr. Robinson and Mr. Ben Goodwin of Our House for the work they do and for the presentation to the board.

Chair Anderson asked for any additional questions or comments for Mr. Robinson. Hearing none, Chair Anderson moved to the next agenda item.

WIOA Roundtable Update: Chair Anderson recognized Board Staff Mr. Kris Jones to provide an update on the WIOA Roundtable. Mr. Jones informed the board the Executive Committee made up of core partners met on May 14<sup>th</sup>, June 11<sup>th</sup>, and another meeting set for June 16<sup>th</sup>. Mr. Jones stated the committee has been discussing changing the structure of the committees due to the planning phase has now moved into the implementation phase to get things completed. For example, the committee has discussed changing the Policy Committee to Strategic Alignment to broaden their scope. Other update include Business Engagement Committee restarted, utilizing Salesforce because a lot of the partners are already utilizing it, scorecards.

Chair Anderson asked for any additional questions or comments for Mr. Jones. Hearing none, Chair Anderson moved to the next agenda item.

Business Engagement Update: Chair Anderson recognized Mr. Doss Burgess to provide an update on Business Engagement. Mr. Burgess reported the first meeting of the WIOA Roundtable Business Engagement Committee was held on June 14<sup>th</sup>. The committee consists of 14 members representing the Arkansas Department of Career Education, Arkansas Rehabilitation Services, Adult Education, Arkansas Department of Services for the Blind, Arkansas Economic Development Commission, Arkansas Department of Workforce Services, Department of Human Services, Local Workforce Development Board, and community colleges. Mr. Burgess provided an overview of the goals and strategies of the committee to facilitate an understanding and alignment of partner and employer services to assist in the coordination of training opportunities for business service representatives under WIOA. Mr. Burgess informed board members the next meeting will be held on July 19, 2018.

Chair Anderson asked for any additional questions or comments for Mr. Burgess. Hearing none, Chair Anderson moved to the next agenda item.

Board Open Discussion: Chair Anderson opened the floor for any further items of discussion. One item presented at this time was a discussion to hold the committee meetings two weeks prior to the scheduled Full Board meeting date via teleconference to reduce costs, provide committees ample time to review and discuss agenda items to present to the Full Board,

promote attendance by providing an alternative method of communicating committee agenda items, and allow members additional time to make the Full Board meeting held at 1:00 p.m.

Chair Tom Anderson inquired if anyone had any additional questions or comments in regards to moving the committee meetings to another date prior to the Full Board and conduct the Full Board meeting at 10:00 a.m.

Hearing none, **a motion to conduct committee meetings by teleconference and hold all meetings at ten o'clock was made by MR. Alan Hughes, seconded by Ms. Karen Breashears, and the motion carried unanimously with none opposed.**

**Announcements:** Chair Tom Anderson announced the next meeting of the Full Board would be held on **October 9, 2018, at 10:00 a.m.** The date for the 10:00 a.m. teleconference committee meetings will be determined at a later date in addition to the location of the Full Board meeting.

**Adjourn:** Chair Tom Anderson adjourned the meeting at 2:33 p.m., **on a motion made by Mr. Lindsay Brown, seconded by Ms. Karen Breashears, and carried unanimously with none opposed.**

---

Tom Anderson, Board Chair  
Arkansas Workforce Development Board

---

Arnell Willis, Director Workforce Development  
Department of Workforce Services

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