

Southwest Arkansas Workforce Development Board

May 25, 2021

10:00 a.m.

Board Meeting/Conference Call

Members Present: The Southwest Arkansas Workforce Development Board convened the first full Board meeting through electronic means on May 25, 2021. The meeting was conducted remotely utilizing Zoom and teleconference. Chair Tammy Waters presided with the following members voicing their presence: Julie Roberson, Diann Epps, Jelyn Wynn, Whitney Peterson, Ophelia Lindsey, Don White, Pam Willis, Tim Golden, Shannon Puckett, Barbara Hamilton, Rory Gulick, Joshua Taylor, and Kensel Green. Southwest Staff attended: Renee Dycus, Annette Hughey, LaToyia Williams, Lisa Stamper, Carolyn Woods, Shelda Garland, and Reese Broadnax. Guests attended: Regional Advisor, Dr. Claudia Griffin and OSO Supervisor, Troy Roland. A quorum was declared.

Welcome: Tammy Waters, Board Chair, called the meeting to order at 10:00 a.m. Ms. Waters welcomed the new Board members, Diann Epps and Krystin Hicks. Ms. Epps introduced herself: State Farm agent in Camden, Ark. for 27 years and is self-employed. Ms. Epps graduated with a Master's degree from Henderson State University and is currently working on her Doctorate degree at Grand Canyon University. She has worked with the Chamber of Commerce and currently serves on the Rural Community Board. Ms. Epps is excited about being a part of the SWAWDB.

Report from One-Stop Committee Chair – Rory Gulick: Mr. Gulick reported that the One-Stop committee had met a couple of times prior to this meeting. They discussed the One Stop Operator contract that has to be renewed. The committee asked Ms. Garland to gather some documentation such as the OSO contract, performance data, and the budget for review. The committee reviewed the information and made a recommendation to continue the contract with Odle Management Group. Mr. Gulick also mentioned that during the committee's next meeting, they plan to discuss the One Stop center certification process.

Report from Disability Committee Chair – Kensel Green: Ms. Green reported that the Disability committee initially met early April to discuss setting some goals for the committee. They collaborated on having a Disability Etiquette Training for employers and WIOA Staff. One of their goals is to identify three businesses they would like to target and actually provide training to them. They also anticipate training the Board. The overarching goal is to make sure everyone understands disability etiquette and the importance of hiring individuals with disabilities.

Report from Youth Committee Chair – Shannon Puckett: Ms. Puckett reported that the committee has met to discuss barriers for the Youth Committee, and the biggest barrier is how to identify out-of-school youth. The committee suggested giving the Program's information to Guidance Counselors to assist in targeting students who drop out of the school system and/or out-of-school youth. The committee also discussed having a Town Hall or Resource Fair to educate the community on the services that are offered for youth.

Action Item #1 – Approval of February 9, 2021 minutes: Rory Gulick made a motion to approve, and Kensel Green seconded the motion. Via a roll call vote, the minutes were approved.

Action Item #2 – Bylaws Revisions: Ms. Garland explained that a few revisions had been made to the Bylaws and she sent the revisions to members as highlighted text. Julie Roberson made a motion to approve the revisions. Jelyn Wynn seconded the motion. Via a roll call vote, the motion passed.

Action Item #3 – Nomination of Board Chair and Vice-Chair: Ms. Garland stated that it is in the bylaws that the Board is required to nominate a Board Chair and Vice Chair on an annual basis. Julie Roberson made a motion to approve the revisions. Rory Gulick made a motion that we continue with Ms. Waters and Ms. Roberson. Diann Epps seconded the motion. Via a roll call vote, the motion passed.

Action Item #4 – Odle Management Group Contract Renewal: The Board reviewed the contract. Diann Epps made a motion to accept the recommendation by the one-stop committee to continue a contract with Odle. Jelyn Wynn seconded the motion. Via a roll call vote, the motion passed.

Action Item #5 – SWAWDB Logo: Ms. Garland showed the Board a sample logo that the District Board and CED uses. The Board gave feedback and decided to revisit during another meeting.

Report from Board Staff – Shelda Garland: Ms. Garland reported that the Monitoring Report for Title I-B, PY-17 is officially closed. Staff is in the process of tying up some loose ends on some PY-18 items and plans to submit responses by June 3rd. The PY-20 monitoring was postponed due to extensive damage in the SWAPDD building and is scheduled for June 28 – July 2. Ms. Garland also shared some information about the Reimagine Arkansas Grant.

Ms. Garland concluded her report by thanking the regional advisor, Dr. Claudia Griffin, for providing bi-weekly follow-up and technical assistance, as well as, thanking all the Veterans attending the meeting.

Report from One Stop Operator – Rodney McGee: Mr. McGee reported that he is moving forward with the customer service survey project to monitor how well the workforce centers are performing. Mr. McGee also explained how customers will be able to use a QRC code to access and complete the survey, and he will train each of the office managers on the process.

Report from Title I Service Provider – LaToya Williams: Ms. Williams reported the current status of Title I-B for the Southwest Development Area includes 187 program participants, in which 66 are actively participating in training and 121 are receiving follow up services. During the last board meeting, it was mentioned that PY funding for Youth was at a balance of \$80,000. Due to ongoing marketing efforts, PY funding is currently at about \$30,000 and on target to have expensed out by due date of June 30, 2021. WIOA staff are in communities making efforts to strengthen partnerships and plan outreach events.

Report from Finance – Lisa Stamper: Ms. Stamper reported that \$39,000 remains to be expensed by June 30th deadline. In the fall, we will look at PY21 funds to see if there needs to be redistribution.

Report from Partners

Report from Title II (Adult Ed) – Barbara Hamilton: Ms. Hamilton reported that centers are now back open and they are serving students. Also, they have made changes to their program, in which they are implementing what's called Workforce Prep. It includes all of the soft skills, financial literacy and other skills such as working with their certified career coaches and setting career goals to prepare their students for the workforce.

Report from Title III (Wagner Peyser) – Joshua Taylor : Mr. Taylor reported that the mask mandate has been lifted and all workforce centers across the state are maintaining social distancing but open for business. There's a large influx of job orders that have come in and unemployment insurance claims appear to be going down.

Report from Title IV (ARS) – Kensel Green: Ms. Green reported that Rehab is open for business and all staff returned to the office as of May 17th. There has been an increase in the number of clients they see in the office but they are still serving clients remotely per their request. Ms. Green also reported they are currently working on their performance measures to get the 2nd and 4th quarter updates for their caseloads. Ms. Green was happy to share that the El Dorado office has been providing medical support training to their clients, which is an excellent employment opportunity for clients to conduct COVID testing in the community.

Other Business: The next board meeting is scheduled for August 10, 2021.

Adjournment: There being no further business to discuss, Shelda Garland did a roll call and adjourned the meeting at 10:56 am.



SWAWDB Chair

10/8/21

Date