

**Southwest Arkansas Workforce Development Board**  
**August 9, 2022 – 10:00 a.m.**  
**Magnolia Arkansas Workforce Center**

**Members Present:** The Southwest Arkansas Workforce Development Board convened a full Board meeting through electronic means on June 21, 2022. The meeting was conducted in-person and remotely utilizing Teams and teleconference. One-Stop Committee Chair, Rory Gulick, presided with the following members voicing their presence: Whitney Peterson, Cory Walker, Becky Ives, Tim Golden, John Mack, Rory Gulick, Phoebe Bailey, Barbara Hamilton, Tamara Bowers, Kevin Smith, Don White, Ophelia Strickland, Bentley Wallace, Tracie Lee. Southwest Staff attended: Renee Dycus, Annette Hughey, Lori White, Lisa Stamper, Reese Broadnax, and Shelda Garland. Guests attended: LaDonna White, Director of SouthArk Adult Education; Troy Roland – Eckerd Connects Area Manager

**Welcome:** One-Stop Committee Chair, Rory Gulick, called the meeting to order at 10:05 a.m.

**Action Item #1 – Approval of June 21, 2022 minutes:** Ms. Peterson made a motion to approve the minutes and Mr. Smith seconded.

**Action Item #2 – Approve ITA Policy Revisions:** Ms. Garland discussed the revisions made to the ITA Policy regarding clear application of who approves additional training and degree plan changes for WIOA Participants. Dr. Wallace made a motion to approve the revisions and Tracie Lee seconded.

**Action Item #3 – Approve Internal Monitoring Policy Revisions:** Ms. Garland reported the revisions made to the Internal Monitoring Policy, requirement to procure an external monitor to review programs and services. There was an open discussion for questions and concerns. Ms. Bowers made a motion to approve the revisions and Becky Ives seconded.

**Action Item #4 – Approve Follow-Up Policy Revisions:** Ms. Garland reported that the policy was revised to address procedures to follow when a participant declines follow-up services. Ms. Strickland made a motion to approve to approve the revisions and Mr. Walker seconded.

**Action Item #5 – Approve Priority of Services Policy:** Ms. Garland reported that the policy was revised to include specifications and criteria used to implement priority of services for veterans. Kevin Smith made a motion to approve the revisions and Dr. Wallace seconded.

**Action Item #6 – Approve Work Experience for Adult & DLW Policy Revisions:** Ms. Garland reported revisions made to the policy to address wages for participants. Ms. Hamilton made a motion to approve the revisions and Ms. Peterson seconded.

**Action Item #7 – Approve Work Experience Policy for Youth:** Ms. Garland reported revisions made to the policy to address wages for participants, also (as in the Adult & DLW WEX policy). Dr. Wallace made a motion to approve the revisions and Ms. Ives seconded.

**Action Item #8 – Approve Relocation Assistance and Out-of-Area Job Search Assistance Policy:** Ms. Garland reported that during Monitoring Observations, the monitoring team stated Southwest needed to develop this policy to include eligibility criteria and procedures for assisting participants with securing a job within the US. Mr. Smith made a motion to approve the revisions and Ms. Strickland seconded.

**Action Item #9 – Approve Referral Policy:** Ms. Garland reported that during Monitoring Observations, the monitoring team stated Southwest also needed to develop this policy to explain the process for referring participants to partners and/or other programs. Ms. Peterson made a motion to approve the revisions and Mr. Walker seconded.

**Action Item #10 – Approve Supportive Services Policy:** Ms. Garland reported revisions made to the policy to address limits on the services Southwest provides. Ms. Lee made a motion to approve the revisions and Ms. Bowers seconded.

**Action Item #11 – Approve amending Odle’s existing contract to include the final bill for 6/30/22 and approve the new budget for 2022-2023:** Ms. Garland reported that Odle submitted a final bill and budget that was more than the contract amount and needed to be approved. Ms. Peterson made a motion to approve the final bill and new budget and Ms. Bowers seconded.

**Staff Reports**

Ms. Garland, Ms. White, and Ms. Stamper gave updates on the WIOA Program and Workforce Center activities.

**Partner Updates**


Ms. Hamilton and Ms. Bowers gave updates for Adult Education and DWS.

**Other Business**

The next meeting date was announced for November 8, 2022.

**Adjournment**

One-Stop Committee Chairman Gulick called for a motion to adjourn. Ms. Peterson made the motion and Ms. Hamilton seconded. The meeting was adjourned at 11:34 am.



SWAWDB Chair

11-8-22

Date