

Southwest Arkansas Workforce Development Board
November 17, 2020
10:00 a.m.
Board Meeting/Conference Call

Welcome: Tammy Waters, Board Chair, called the meeting to order at 10:04 a.m.

Members Present: The Southwest Arkansas Workforce Development Board convened the fourth Full Board meeting through electronic means on November 17, 2020. The meeting was conducted remotely utilizing Zoom and teleconference. Chair Tammy Waters presided with the following members voicing their presence: Tammy Waters, Julie Roberson, Shannon Puckett, Charlie Goodwin, Sonya Archer, Jelyn Wynn, Barbara Hamilton, Don White, Pamela Willis, Tracie Lee, Dr. Wallace, Becky Ives, Kensel Green, John Mack, Whitney Peterson, and Christi Ouei. Southwest Staff attended: Annette Hughey, Renee Dycus, LaToyia Williams, Christina Tate, Carolyn Woods, Shelda Garland, and OSO Rodney McGee. Guests attended: Regional Advisor, Dr. Claudia Griffin, Nepris Representatives Jim and Stasi Gaveris. A quorum was declared.

Action Item #1 – Approval of August 25, 2020 minutes: Julie Roberson made a motion to approve, and Barbara Hamilton seconded the motion. Via a roll call vote, the minutes were approved.

Action Item #2 – Revisit the Remote Participation Policy: The Remote Participation Policy was revisited to bring clarification to when and how often a Board member may attend meetings virtually. Ms. Garland noted the text, referencing the allowance of meetings members may participate remotely, was removed from the policy. Becky Ives made a motion to approve changes to the policy. Don White seconded the motion. Via a roll call vote, the motion passed.

Action Item #3 – Approval of Board’s Meeting Schedule for 2021: Ms. Waters presented the Board Meeting Schedule for 2021 as February 9th, May 11th, August 10th, and November 9th. Barbara Hamilton made a motion to approve the schedule. Becky Ives seconded the motion. Via a roll call vote, the motion passed.

Action Item #4 – Approval of the modification to the One Stop Operator’s contract for PY 20-21: Ms. Garland reported that Odle Management Group requested a modification to the One Stop Operator’s contract. They requested that the SWAWDB waive the customer satisfaction survey requirement for the quarter ending 9/30/20 and implement the new requirement of 250 surveys for the PY 20-21. Discussion followed. Christi Ouei made a motion to not approve the request for a waiver for the 4th quarter of 2020 and instead, adjust the metrics to half of the required surveys and repeat for the 1st and 2nd quarters of 2021. Whitney Peterson seconded the motion. Via a roll call vote, the motion passed.

Report from Board Staff – Shelda Garland: Ms. Garland reported that the Monitoring Instrument for Title I-B had been submitted to the state. She also gave a short briefing on Workforce Wednesdays as a social media platform to keep the community informed on services, training programs, career/employment opportunities, and events happening in the Southwest development area. Ms. Garland reported that the WIOA pamphlet is in the process of being printed and distributed to the Workforce Centers and some access points such as public libraries. Ms. Garland gave an update to the transition of the ETPL (Eligible Training Providers List) from ACRS (Arkansas Consumer Report System) to AR JobLink.

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 216 program participants, in which 86 are actively participating in training and 130 are receiving follow up services.

Report from Business Services – Annette Hughey: Ms. Hughey reported that the Business Services Team has not had the opportunity to meet as a group (due to COVID) but has had several contacts with different businesses, like the City of Camden, who is seeking to train different employees in Commercial Driving (through the OJT program) because of a high turnover rate. She also reported that the mayor of Magnolia is seeking a Water Treatment Specialist and the City of Camden is seeking a Code Enforcement Officer. Several restaurants have made contact for a virtual Job Fair, and the state has provided guidance.

Report from Finance – Renee Dycus: Ms. Dycus gave an update on the website, stating that it is in compliance with posting all meeting dates, minutes, etc. Ms. Dycus reported that 3 bids were received for marketing and were all within the Board's budget to procure. The district plans to have the design for the Solid Waste Division completed and will begin working on the Board's design by the beginning of 2021. Finance is on target with Adults and Dislocated Workers. The program has struggled with youth participation and work experience, which is a nationwide issue. Ms. Dycus concluded that budget sheets showing the allocation of dollars will be presented during the next meeting.


Report from Partners: None

Other Business: Nepris Presentation by Jim and Stasi Gaveris

Adjournment: There being no further business to discuss, Shelda Garland did a roll call and adjourned the meeting at 11:20 am.



SWAWDB Chair



Date