

**Southwest Arkansas Workforce Development Board**  
**August 25, 2020**  
**10:00 a.m.**  
**Board Meeting/Conference Call**

**Welcome:** Tammy Waters, Board Chair, called the meeting to order at 10:00 a.m.

**Members Present:** Members/guests participating by phone were Tammy Waters, Charlie Goodwin, Julie Roberson, Jelyn Wynn, Christi Ouei, Robert Harrison, Rose Ray, Ricky Jeu, Barbara Hamilton, Rory Gulick, Tracie Lee, Dr. Wallace, and Kensel Green; Guests: Troy Roland, Dr. Claudia Griffin, and Juan Loaiza. Members participating in person were John Mack, Whitney Peterson, and Shannon Puckett; Staff: Annette Hughey, Lisa Stamper, Renee Dycus, LaToyia Williams, Rodney McGee, Christina Tate, Carolyn Woods, and Shelda Garland. A quorum was declared.

**Action Item #1 – Review and approval of May 28, 2020 minutes with roll call:** Rory Gulick made a motion to approve, and Julie Roberson seconded the motion. Via a roll call vote, the minutes were approved.

**Action Item #2 – Review and approval of Supportive Services Policy changes with roll call:** The Supportive Services Policy was revisited to discuss the latter section: Assistance with equipment, that is required for participants to enroll and participate in training programs, may be provided. Ms. Hughey noted the strike through of the text in the last line of the policy. Whitney Peterson made a motion to approve changes to the policy. Robert Harrison seconded the motion. Via a roll call vote, the motion passed.

**Action Item #3 – Review and approval of Bylaws with roll call:** Mrs. Dycus reported revisions made to the Bylaws. Robert Harrison made a motion to approve, and Julie Roberson seconded the motion. Via a roll call vote, the changes presented in the Bylaws were accepted and approved.

**Action Item #4 – Review and approval of the Agreements between the parties, roles and responsibilities with roll call:** Ms. Hughey briefly explained the 4 roles and responsibilities agreements between the entities that oversee or receive Title I-B funding. She also noted the additional page to the agreements which establish the separation of duties. Robert Harrison made a motion to accept the changes, and Tracie Lee seconded the motion. Via a roll call vote, the motion was carried with one abstain from Dr. Bentley Wallace.

**Action Item #5 – Review and approval of the Remote Participation Policy with roll call:** Ms. Hughey introduced and explained the Remote Participation Policy for the Board to adopt. Due to some unfavorable wording in the policy, this Action Item was tabled until the next meeting.

**Report from One Stop Operator – Rodney McGee:** Ms. Garland introduced the new One Stop Operator to the Board. Mr. McGee reported that he is in the process of building files for each One Stop center for the Certification Team to review and approve.

**Report from Title I Service Provider – LaToyia Williams:** Mrs. Williams reported the current status of Title I-B for the Southwest Development Area included 73 participants and 161 follow up services.

**Report from Finance – Lisa Stamper:** Mrs. Stamper reported the need to move \$150,000 of DLW funds to Adult funds. Rory Gulick made a motion to officially approve the move, and Whitney Peterson seconded the motion. Via a roll call vote, the motion passed.

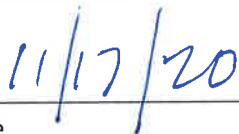
**Report from Partners – Other Board Members:** Ms. Hamilton reported that the Adult Education programs are back open in the Magnolia, Camden, and Fordyce area and distance learning is available.

**Other Business:** Mrs. Dycus reported the Board's Budget for the year. Whitney Peterson made a motion to approve the budget, and Tracie Lee seconded the motion. Via a roll call vote, the budget was approved. Mrs. Waters stated the next Board Meeting would be November 17<sup>th</sup> and a poll will be taken to schedule the Board's training.

**Adjournment:** There being no further business to discuss, Tammy Waters entertained a motion to adjourn the meeting at 11:40 am. Robert Harrison made a motion to adjourn; Shannon Puckett seconded the motion. Via a roll call vote, the meeting was adjourned.



SWAWDB Chair



Date