

West Central Workforce Development Board Minutes (Unofficial)
April 09, 2020
Teleconference

WDB members present: Kathryn Baxter, Jonathan Bibb, Kevin Bingham, Clayton Caldwell, Larry Carr, Louisa Daniels, Aleah Davis, Kelli Embry, Bridget Glover, Neil Golden, Jimmy Hart, Mike Lipton, Margot McLeod, Alan Nolan, Tammy Passafiume, Bill Weston, and Scott White

WDB members absent: Greg Black, Karen Breashears, Amy Ford, Allen Goines, Karen Hofford, Steve Hubbard, Michael Irwin, Barry Owens, Ron Parker, and Dr. Lewis Shepherd

WCAPDD staff present: Margaret Dearmon, Haley Kesterson, Kristen Lancaster, David Moore, Ravonna Nichols, Dwayne Pratt and Joyellen Rosamond

Guests: Shalon Bogard, Kim Darling, Rebecca Edwards, Mason Robinson, and Cindy White-Hamilton

Dearmon took a roll call of those on the teleconference.

Mr. Carr declared a quorum and called the meeting to order at 10:36 a.m.

Mr. Carr gave the invocation.

Agenda Item 1 – Chair Comments - ACTION

Mr. Carr thanked everybody for being here today. It is an important time for us to be able to help those and do our jobs to reach out to those in need.

Mr. Carr reported that we have some new members to our board, and he would like to defer introductions until the next meeting, hopefully it will be faced to face. Mr. Carr also welcomed the guest for being a part of our meeting.

Mr. Carr stated that the first agenda item was to approve the December 2019 Unofficial minutes. He asked if there were any additions or changes to the minutes. **Hearing none, a motion to accept the December 12, 2019 minutes, as presented, was made by Mr. Caldwell, seconded by Mr. Bibb, Ms. Dearmon took roll call from each member the motion carried unanimously with none opposed.**

Mr. Carr stated that the next agenda item was the approval of excused absence. Mr. Carr said the following people have requested an excused absence for the meeting today: Michael Irwin and Dr. Lewis Shepherd. Mr. Carr asked for motion to approve the excused absences as presented. **Ms. McLeod motioned, seconded by Mr. Weston to approve excused absences as presented, Ms. Dearmon took roll call from each member the motion carried unanimously with none opposed.**

Agenda Item 2 – Committee Reports

Executive Committee: Mr. Carr stated that the committee met in March to review several items that needed to be done and we are bringing it to the full board today to allow you to ratify the actions of the Executive Committee. acted on prior to this board meeting. We are going to go through each one individually and would ask Ms. Dearmon or Mr. Moore to share what they would like to about each one. At the end of each one, he will pause for any comments before moving on to the next item. At the end of all five items, we will take one vote for ratification and then do a roll call vote. Mr. Carr stated the first item was the ratification of Adult Education RFP Rubric. Ms. Dearmon explained the Rubric and reported that all four of the RFP that the committee reviewed were approved by the State. The four Adult Educations Centers are Arkansas State University – Three Rivers, National Park College, Russellville School District and University of Arkansas Community College Morrilton. The next item was the Adult/DLW Work Experience Policy. Mr. Carr turned it over to Mr. Moore to explain this policy. Mr. Moore stated that we have been talking about this for the past year or so on other ways to provide services other than just strictly institutional training. We already got a work experience policy on youth, but not for Adults and DLW. Mr. Moore went over the policy with the board. Mr. Carr said the next item was updating the Defining Recent Assessment and Basic Skills Deficient Policy. Mr. Carr turned it over to Ms. Dearmon to talk about this policy. MS. Dearmon reported that we updated just the Basic Skills Deficient section to break out what is considered basic skills deficient for participants that are enrolled in institutional training. Ms. Dearmon stated that we were waiting for guidance from the WIOATA team to address this and we finally got our answer and it is now a part of this policy. Mr. Carr stated that the next item is just to give an update on the Regional and Local Plan. It has been submitted and we are waiting for guidance from ADWS for any more changes that need to be made to the plans. Mr. Carr said there is one more item that was left off the agenda. All of you should have received updated By-laws which were voted on by executive committee. There was quite a bit of discussion about these and I am going to let Mr. Moore talk to you about that. Mr. Moore said that Department of Labor (DOL) came in and monitored two other local areas and they are supposed to come monitor us in October. Basically, what they looked at the other two area was the governance, which is the by-laws themselves. We worked with the State to get our by-laws into a format that DOL liked and we had to make some changes to some of the statements in the by-laws. Mr. Moore went over the updates. Mr. Carr asked if there were any questions or comments. There being no questions Mr. Carr as for a motion to ratify the Executive Committee's report. **Mr. Bibb motioned, seconded by Ms. Baxter to ratify the Executive Committee's report, Ms. Dearmon took roll call from each member the motion carried. Ms. Embry and Mr. Nolan abstained from voting.**

New Business – Informational

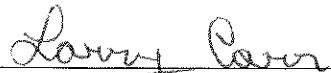
Mr. Carr reported that our Business Engagement Coordinator, Kristen Lancaster has moved to a new position within the Planning and Development District. Haley Kesterson has been hired to replace her. She is currently in training to take over that position and she does not have a report today, but she will at our next meeting.

Mr. Carr stated that during our time of new business, this is an opportunity for board members to share anything that is going on in their community regarding WIOA activities. During this time today and in future meetings if you have something want to share with the board, this is the time to do so. Mr. Carr asked if anybody had anything, they would like to share what going on in their

community? There was none. Mr. Carr stated that there is a lot of activity going on and people reaching out and doing things to help others and he looks forward to hearing what is going on in your communities.

Mr. Carr said that hopefully with this situation with Covid-19 will begin to subside by our next meeting in June, we will be able to meet face-to-face. If not, if you have any comments on how we can do these meeting differently let us know. Mr. Carr said he chose to do a conference call today because everyone has that technology. Feel free to comment on different avenues that we can use.

Mr. Carr adjourned the meeting at 11:18 a.m., **on a motion made by Ms. Embry, seconded by Ms. Daniels, and carried unanimously with none opposed.**



Larry Carr, Chairman

6-11-20

Date