

NORTHWEST ARKANSAS LOCAL WORKFORCE DEVELOPMENT BOARD

Wednesday, September 1, 2021, 11:00 a.m.

JPH Center, North Arkansas College

In Person, Conference Call and Zoom

Agenda

Call to Order – Introduce Guests	John Dyess
Staff Report	Patty Methvin
Agenda Item 1 – Action Election of Officers.....	2
Agenda Item 2 – Action Program Year Board Budget.....	3
Agenda Item 3 - Action Updated Workforce Budget June 2021	4
Agenda Item 4 - Action Program Year 2021 Full WIOA Budget	7
Agenda Item 5 – Action Northwest One Stop Operator Program/Fiscal Monitoring RFP update.....	9
Agenda Item 6 - Action Policy Changes – Work Experience.....	10
Agenda Item 7– Action One Stop Operator Report	14
Agenda Item 8 – Action Consent Agenda.....	18
• Minutes of June 2, 2021 LWDB meeting	
• Eligible Training Provider Programs	
Announcements/Other Business	
Adjourn	

Mark your calendars for these upcoming meeting dates:

- NW Workforce Development Board Meeting Wednesday, December 1, 2021
- NW Workforce Development Board Meeting Wednesday, March 2, 2022
- NW Workforce Development Board Meeting Wednesday, June 1, 2022
- NW Workforce Development Board Meeting Wednesday, September 7, 2022
- NW Workforce Development Board Meeting Wednesday, December 7, 2022

Election of Officers

The officers of the LWDB shall be the Chairperson, the Vice-Chairperson, and the Executive Secretary. Officers shall be selected by a majority vote of the members. The members of the Board will elect a chairperson annually from among the private sector business representatives. The chairperson serves as the Executive Committee Chair and selects the chairs for all standing committees and taskforces of the Board.

Private Sector Business Representatives:

Name	Company
Eddie Bartlett	Bartlett Family Dentistry
David Bell	David Bell, LLC
Sarah Brozynski	Baxter Regional Medical Center
Cheryl Davenport	Advanced Marine Performances
Johnny Dyess	Altronic Research
Bob Largent*	Harrison Regional Chamber of Commerce
Ross Parker	Parker Farms and Rentals
John 'Bo' Phillips	Rapid Scale
Erin Poe	TEC Staffing Services

*Represents more than one category.

Current Officers:

Johnny Dyess, Chairperson
Bo Phillips, Vice-Chairperson
Kelley Sharp, Secretary

Northwest Workforce Development Board PY 2021 Estimated Budget

Expenditures	
Staff	
Salaries & Wages	64,500.00
Employer Taxes	4,600.00
Medical, Life, Vision Insurance	8,000.00
Retirement	4,500.00
Advertising/Outreach	350.00
Postage	100.00
Communication – Telephone	800.00
Materials & Supplies	125.00
Membership/Sub/Pro Activity	1,500.00
Printing & Reproduction	50.00
Rent – Building/Storage	1,700.00
Travel – Training & Education	3,500.00
Mileage – Travel	3,500.00
Board	
Meeting Costs	200.00
Consultants	3,500.00
Board Training	2,500.00
Board Mileage	1,000.00
Board Travel	3,500.00
Total	103,925.00

Northwest Arkansas Economic Development District
PY 21 Budget-Revised 08/18/2021

ADMIN REVENUE	TOTAL	NEG AR31	TOTAL FORMULA	YOUTH	ADULT	DLW
PY 19 Allocation	18,000.00	\$ 18,000.00	-			
PY 21 Allocation	12,000.00		12,000.00		12,000.00	
PY 21 Allocation	78,489.00		78,489.00	59,153.00	9,677.00	9,659.00
PY 22 Allocation	86,712.00		86,712.00		45,610.00	41,102.00
Total Allocation	195,201.00	18,000.00	177,201.00	59,153.00	67,287.00	50,761.00
Total Available Admin	195,201.00	18,000.00	177,201.00	59,153.00	67,287.00	50,761.00
ADMIN BUDGET						
Salaries & Wages	67,875.00	7,000.00	60,875.00	20,321.21	23,115.54	17,438.25
Payroll Expense - Other	500.00		500.00	166.91	189.86	143.23
Fringe Benefits	12,220.00	2,600.00	9,620.00	3,211.34	3,652.92	2,755.75
P/A-Admin Costs	93,266.00	8,150.00	85,116.00	28,413.31	32,320.36	24,382.33
Communication - Telephone	395.00	250.00	145.00	48.40	55.06	41.54
Computer Software Maint./Renewals	0.00		-	-	-	-
Motor Pool	0.00		-	-	-	-
Bank Service Fees	750.00		750.00	250.36	284.79	214.85
Materials & Supplies	145.00		145.00	48.40	55.06	41.54
Membership/Sub/Pro Activity	50.00		50.00	16.69	18.99	14.32
Printing & Reproduction	0.00		-	-	-	-
Rent - Bldg./Storage	0.00		-	-	-	-
Travel-Training & Education	0.00		-	-	-	-
Mileage - Travel	0.00		-	-	-	-
Total Salaries & Overhead	175,201.00	18,000.00	157,201.00	52,476.63	59,692.57	45,031.80
Carryover July - Sept 2021	20,000.00	-	20,000.00	6,676.37	7,594.43	5,729.20
Total Admin Budget	195,201.00	18,000.00	177,201.00	59,153.00	67,287.00	50,761.00

Northwest Arkansas Economic Development District
PY 21 Budget-Revised 08/18/2021

PROGRAM REVENUE	TOTAL	NEG AR31	TOTAL FORMULA	YOUTH	ADULT	DLW
PY 19 Allocation	9,000.00	9,000.00	-			
PY 20 Allocation	-		-			
PY 20 Allocation	410,624.00		410,624.00	370,624.00		40,000.00
PY 21 Allocation	631,173.00		631,173.00		257,971.00	373,202.00
PY 21 Allocation	706,418.00		706,418.00	532,384.00	87,097.00	86,937.00
PY 22 Allocation	780,417.00		780,417.00		410,499.00	369,918.00
Total Allocation	2,537,632.00	9,000.00	2,528,632.00	903,008.00	755,567.00	870,057.00
Total Available Program	2,537,632.00	9,000.00	2,528,632.00	903,008.00	755,567.00	870,057.00
				36%	30%	34%
Program Budget						
Salaries & Wages	632,000.00	1,000.00	631,000.00	225,338.46	188,545.73	217,115.80
Payroll Expense - Other	7,825.00		7,825.00	2,794.41	2,338.15	2,692.44
Fringe Benefits	145,000.00	200.00	144,800.00	51,710.00	43,266.91	49,823.09
P/A-Admin Costs	300.00		300.00	107.13	89.64	103.22
Outreach	50.00		50.00	17.86	14.94	17.20
Postage	3,050.00		3,050.00	1,089.20	911.35	1,049.45
Communication - Telephone	10,300.00		10,300.00	3,678.27	3,077.69	3,544.05
Computer Software Maint/Renewals	350.00		350.00	124.99	104.58	120.43
Depreciation Exp	8,100.00		8,100.00	2,892.62	2,420.32	2,787.06
Equipment	1,750.00		1,750.00	624.95	522.91	602.14
IFA Costs	32,000.00		32,000.00	11,427.62	9,561.75	11,010.63
INTEREST EXPENSE	860.00		860.00	307.12	256.97	295.91
Motor Pool	2,650.00		2,650.00	946.35	791.83	911.82
Materials & Supplies	9,740.00		9,740.00	3,478.28	2,910.36	3,351.36
Membership Sub Pro Activity	5,340.00		5,340.00	1,906.98	1,595.62	1,837.40
Printing & Reproduction	1,550.00		1,550.00	553.53	463.15	533.33
Professional Services/Consultant	5,500.00		5,500.00	1,964.12	1,643.43	1,892.45
Rent - Bldg/Storage	42,650.00		42,650.00	15,230.88	12,744.02	14,675.10
Travel-Training & Education	3,630.00		3,630.00	1,296.32	1,084.66	1,249.02

Northwest Arkansas Economic Development District

PY 21 Budget-Revised 08/18/2021

Employee Tuition Reimbursement	500.00		500.00	178.56	149.40	172.04
Mileage - Travel	5,150.00		5,150.00	1,839.13	1,538.84	1,772.02
Meeting Cost	500.00	-	500.00	178.56	149.40	172.04
Total Salaries and Overhead	918,795.00	1,200.00	917,595.00	327,685.34	274,181.65	315,728.01
Participant Costs	1,456,601.27	7,800.00	1,448,801.27	575,322.66	386,430.74	487,047.87
Carryover July - Sept 2021	162,235.73	-	162,235.73	0.00	94,954.61	67,281.12
Total Program Budget	2,537,632.00	9,000.00	2,528,632.00	903,008.00	755,567.00	870,057.00

Northwest Arkansas Economic Development District

PY 20 Planning Budget-Revised 02/04/2021

ADMIN REVENUE	TOTAL	NEG AR31	TANF	AREA	AREA II	AAPI	TOTAL FORMULA	YOUTH	ADULT	DLW
PY 17 Allocation	-						-			
PY 17 Allocation	6,847.82				\$ 6,847.82		-			
PY 19 Allocation	43,557.78	\$ 36,181.98					7,375.80	7,375.80		
PY 20 Allocation	-						-			
PY 20 Allocation	71,716.00						71,716.00	54,438.00	8,015.00	9,263.00
PY 21 Allocation	135,363.00		53,901.00				81,462.00		39,996.00	41,466.00
Total Allocation	257,484.60	36,181.98	53,901.00	-	6,847.82	-	160,553.80	61,813.80	48,011.00	50,729.00
Total Available Admin	257,484.60	36,181.98	53,901.00	-	6,847.82	-	160,553.80	61,813.80	48,011.00	50,729.00
ADMIN BUDGET										
Salaries & Wages	67,875.00	14,974.98	10,794.00		5,900.00		36,206.02	13,939.45	10,826.82	11,439.75
Payroll Expense - Other	1,155.00						1,155.00	444.68	345.38	364.94
Fringe Benefits	11,915.00	5,038.00	2,842.00		947.82		3,087.18	1,188.58	923.17	975.43
P/A-Admin Costs	147,689.00	15,672.00	39,865.00				92,152.00	35,478.86	27,556.56	29,116.59
Communication - Telephone	625.00	497.00	100.00				28.00	10.78	8.37	8.85
Computer Software Maint/Renewals	235.00						235.00	90.48	70.27	74.25
Motor Pool	90.00						90.00	34.65	26.91	28.44
Bulk Service Fees	635.00						635.00	244.48	189.89	200.64
Materials & Supplies	110.00		100.00				10.00	3.85	2.99	3.16
Membership Sub Pro Activity	31.00						31.00	11.94	9.27	9.79
Printing & Reproduction	120.00		100.00				20.00	7.70	5.98	6.32
Rent - Bldg Storage	132.00						132.00	50.82	39.47	41.71
Travel-Training & Education	696.00						696.00	267.96	208.13	219.91
Mileage - Travel	642.00		100.00				542.00	208.67	162.08	171.25
Total Salaries & Overhead	231,950.00	36,181.98	53,901.00	-	6,847.82	-	135,019.20	51,982.89	40,375.29	42,661.02
Caryover July - Sept 2021	25,534.60	-	-	-	-	-	25,534.60	9,830.91	7,635.71	8,067.98
Total Admin Budget	257,484.60	36,181.98	53,901.00	-	6,847.82	-	160,553.80	61,813.80	48,011.00	50,729.00

Northwest Arkansas Economic Development District

PY 20 Planning Budget-Revised 02/04/2021

PROGRAM REVENUE	TOTAL	NEG AR31	TANF	AREA	AREA II	AAPI	TOTAL FORMULA	YOUTH	ADULT	DIW
PY 16 Allocation	101,054.71					101,054.71	-			
PY 17 Allocation	116,189.19			116,189.19			-	-	-	-
PY 17 Allocation	413,740.36				413,740.36		-			
PY 19 Allocation	569,845.80	331,995.84					237,849.96	237,849.96		
PY 20 Allocation	523,528.25						523,528.25			
PY 20 Allocation	645,461.00						645,461.00	489,947.00	192,288.33	331,239.92
PY 21 Allocation	2,519,390.00		1,786,217.00				733,173.00		72,138.00	83,376.00
Total Allocation	4,889,209.31	331,995.84	1,786,217.00	116,189.19	413,740.36	101,054.71	2,140,012.21	727,796.96	359,971.00	373,202.00
Total Available Program	4,889,209.31	331,995.84	1,786,217.00	116,189.19	413,740.36	101,054.71	2,140,012.21	727,796.96	624,397.33	787,817.92
								34%	29%	37%
Program Budget										
Salaries & Wages	629,716.00	7,731.52	103,140.00	43,492.63	83,671.79	2,848.68	388,831.38	132,237.70	113,450.42	143,143.26
Payroll Expense - Odear	7,793.00						7,793.00	2,650.32	2,273.79	2,868.89
Fringe Benefits	148,890.00	2,987.16	27,592.00	13,843.66	25,149.00	1,655.20	77,662.98	26,412.41	22,659.94	28,590.63
P/A-Admin Costs	170.00						170.00	57.82	49.60	62.58
Outreach	50.00						50.00	17.00	14.59	18.41
Printing	3,585.00	100.00				150.00	3,315.00	1,127.40	967.23	1,220.37
Communication - Telephone	10,220.00	1,737.00	2,500.00	2,850.00	250.00	500.00	2,383.00	810.43	695.29	877.27
Depreciation Exp	7,583.00						7,583.00	2,578.90	2,212.51	2,791.58
Equipment	1,750.00		1,750.00				-			
IFA Costs	27,197.00						27,197.00	9,249.43	7,935.34	10,012.23
INTEREST EXPENSE	872.00									
Motor Pool	1,897.00						872.00	296.56	254.43	321.02
Materials & Supplies	10,663.00	953.00	3,750.00	1,380.50	2,351.00	389.00	1,839.50	625.60	536.72	677.19
Membership Sub Pro Activity	5,642.00						5,642.00	1,918.79	1,646.18	2,077.03
Printing & Reproduction	6,850.00	400.00	2,163.00	956.00	100.00	3,110.00	121.00	41.15	35.30	44.54
Professional Services/Consultant	6,647.00						6,647.00	2,260.58	1,939.41	2,447.01
Rent - Bldg Storage	42,900.00	2,502.35	14,222.00	8,719.00	600.00	2,500.00	14,356.65	4,882.55	4,188.88	5,285.22
Travel-Training & Education	6,750.00	850.00		3350.41		2249.34	300.25	102.11	87.60	110.53
Employee Tuition Reimbursement	500.00						500.00	170.05	145.89	184.07
Mileage - Travel	14,750.00	1,000.00	1,500.00	3,760.00	6,274.00	2,000.00	216.00	73.46	63.02	79.52
Meeting Cost	500.00	-	-	-	-	-	500.00	170.05	145.89	184.07
Total Solution and Outreach	934,905.00	18,261.03	156,617.00	78,352.20	118,395.79	15,402.22	547,876.76	186,327.46	159,855.53	201,693.77
Participant Costs	3,741,330.31	313,734.81	1,629,600.00	37,836.99	295,344.57	85,652.49	1,379,161.45	505,682.84	386,430.74	487,047.87
Caryswe July - Sept 2021	212,974.00	-	-	-	-	-	212,974.00	35,786.66	78,111.06	99,076.28
Total Program Budget	4,889,209.31	331,995.84	1,786,217.00	116,189.19	413,740.36	101,054.71	2,140,012.21	727,796.96	624,397.33	787,817.92
Total Budget	5,146,693.91	368,177.82	1,840,118.00	116,189.19	420,588.18	101,054.71	2,300,566.01	789,610.76	672,408.33	838,546.92

Northwest One Stop Operator/Program and Fiscal Monitor RFP

Public Notice:

Sent notice of RFP to the Potential Bidder's list June 10, 2021

E-mail notice to LWDB contact lists June 20, 2021

Arkansas Democrat Gazette June 20, 27, July 4, 2021

Requests for a copy of the RFP Performance and Monitoring Northwest OSO and WIOA:

Organization	Name	Date Requested	Date Sent
Direct Services Division	Anthony Terlizzi	July 1, 2021	July 1, 2021
PWXPress	Mary Miller	June 21, 2021	June 21, 2021
Innovatives	Yolanda Boone	June 15, 2021	June 15, 2021
Ozark Opportunities, Inc.	Richard T. Atkinson	June 10, 2021	June 10, 2021
Adult Education DWS	Trenia Miles	June 10, 2021	June 10, 2021

Deadline to reply by e-mail was June 30, 2021. As of that date no one sent in a response to the RFP.

- The One Stop Operator Program and Fiscal Monitoring Task Force asks the Board to accept and approve the work to date and to allow the Task Force to re-procure the Program and Fiscal Monitoring.



Policy Name:	Work Experience Policy – Adult/DLW/Youth
Date Approved by the Board	December 2, 2020
Date Revised by the Board	September 1, 2021

The Northwest Arkansas Workforce Development Board Work Experience policies include the State’s policy plus the following information.

Purpose: Local Workforce Development Boards must have a work experience policy that outlines specific details and allowances for the area. Each policy must address the length of time for each work experience, the rate of pay, and the allowances of raises during work.

Policy: Work experience is defined as “a planned, structured learning experience that takes place in the workplace for a limited period of time that contributes to the achievement of the participant’s employment goal.” The Work Experience worksite may be in the private-for-profit sector, the non-profit sector, or the public sector. The Work Experience is not designed to replace an existing employee or position. Wages are provided by NWAEDD and paid directly to the participant. Labor standards apply as the Fair Labor Standards Act. Employers are not monetarily compensated.

Policy Guidelines:

- The work experience must provide a planned and structured learning experience that will contribute to the achievement of the participant’s employment goals.
- The work experience is designed to assist individuals to establish a work history, demonstrate success in the workplace, and develop the skills that lead to entry into and retention in unsubsidized employment.
- Work Experiences for Adults and Dislocated Workers are limited to six months duration realizing that most will be less than six months. Exceptions to the length of participation must be approved by management.
- Participants will be paid the same hourly rate as other employees at the worksite factoring in the job description and entry level position.

Selection of training sites:

NWAEDD Supervisors will approve all training site locations.

When selecting training sites Career Advisors should be looking for sites that meet the following criteria:

1. The nature of the work at the site has a direct similarity to the goals of the participant's employment goals
2. The worksite meets federal, state, and local labor laws and agrees that the laws will be followed.
3. The worksite has a person designated as the supervisor. There must be alternate personnel to supervise in the absence of the supervisor.
4. Supervisors must be willing and motivated to meet the terms of the training site agreement.
5. The worksite will provide meaningful and continuous work during working hours.
6. The worksite agrees to cooperate with monitoring efforts as required by WIOA legislation and adhere to all other applicable local, state, and federal rules and regulations.
7. The worksite provides a description of the work experience activities and will provide the necessary paperwork including time and attendance records and participant evaluations.
8. Participants will be provided a work environment that meets health and safety standards.

Payroll Procedures

Participants are employed in work experience activities and Northwest Arkansas Economic Development District will be the employer of record, using WIOA funds.

Time/attendance records will be submitted for payment twice monthly. Upon enrollment participants will be provided a payroll schedule.

The Records Manager will ensure that all enrollment and payroll requirements are completed when participants are entered in the payroll system. Paperwork must be submitted in a timely manner, so the Records Manager has time to add participants to the payroll system. Failure to submit information timely could result in the participant not getting paid on schedule.

Payroll Forms:

Include AJL Universal Page Printout, Demographic Information Page, and Work Experience Service Page.

W-4, State Tax Form, 1-9 and Backup, Direct Deposit Forms.

Hours:

Participants on work experience are never to work more than 40 hours per week. The budget does not allow for overtime pay. Career Advisors must inform the participant and the worksite supervisor that the maximum work time is 40 hours per week. The work week starts on Sunday and ends the following Saturday. If a worksite allows a participant to work more than 40 hours the worksite will become responsible for the overtime pay.

Holidays:

The WIOA program does not pay for holidays unless the participant actually works on a holiday. Straight time will be paid if this occurs.

The Northwest Arkansas Workforce Development Board will not have a set pay for work experience participants. The following will be taken into consideration when determining the pay of Work Experience participants; minimum wage, employer's starting pay wage and the need of each individual participant.

Work Experience participants will not be allowed to work over 80 hours on a bi-weekly pay period basis. No overtime will be allowed. Allowances of raises will not be given to any work experience participant.

Adult and Dislocated Workers will be allowed to participate in the work experience program for up to 6 months. Exceptions to the length of participation must be approved by management.

Out of School Youth who are attending GED classes will be allowed to work up to 1040 hours. Which is the equivalent of six months of work experience at 40 hours a week. Career Advisors are responsible for assuring hours are not exceeded. Exceptions to the length of participation must be approved by management.

*Youth must attend GED classes full time and show monthly progression in grades to participate in work experience.

Out of School Youth who are not attending GED classes can work up to 6 months. Exceptions to the length of participation must be approved by management.

In School youth can work up to 8 weeks each summer they are participating with WIOA. In School Youth will also have an option to work throughout each school year until graduation. Exceptions to the length of participation must be approved by management. Career Advisors will conduct orientation with each supervisor at the worksite to assure

sign-in-sheets are completed accurately and participants are not exceeding hours permitted by the LWDB policy. Orientation will also be conducted with participants to assure their understanding of the policy.

Each Youth Work Experience must include an academic and occupational education component. The academic and occupational component refers to contextual learning that accompanies a work experience. The component includes the information necessary to understand and work in specific industries and/or occupations. The educational component may occur concurrently or sequentially with the work experience. Academic and occupational education may occur inside or outside the work site. The educational component may include workforce preparation activities, occupation, occupational cluster, or career pathway. The occupational component may include information concerning occupations and/or career paths related to the work experience. The educational and occupational component is more than general education, except as the education is related to the occupation, and current duties of the work experience.

NWAEDD has the flexibility to decide the appropriate type of academic and occupational education related to a specific work experience and the provider of the education component for the work experience. The academic and occupational component must be recorded in the participant files [20 CFR 681.600; TEGL 21-16]. In addition, these components must be described in AJL under the appropriate work experience service on the Service and Training Plan.

*Documentation will be timesheets signed by supervisor, participant, and Career Advisor.

John Dyess, Chair

One Stop Operator Report July 1, 2020 through June 30, 2021

Title 1

Core 4 NWAEDD

(Services Include – In-School Youth, Out-of-School Youth, Adults and Dislocated Workers)

Location	4th Quarter Participants		Year to Date Participants	
	PY 19	PY 20	PY 19	PY 20
Fayetteville	41	67	74	89
Harrison	76	77	107	113
Mtn. Home	35	29	48	55
Rogers	56	60	92	99
Total	208	233	321	356

Title 2

CORE 4 Adult Education Northwest District

(Services Include - English Language Learners, U.S. Civics preparation, Adult Basic and Secondary Education, Workplace Education, Family Literacy, Integrated Education and Training)

Location	4th Quarter Reportable Individuals		4th Quarter Participants		Year to Date Reportable Individuals		Year to Date Participants	
	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20
Arkansas State University at Mountain Home	38	70	33	56	161	124	94	86
Fayetteville Public Schools	76	105	64	104	309	227	187	180
North Arkansas College	51	168	50	142	377	327	260	230
Northwest Arkansas Community College	256	640	96	419	1,571	1,365	889	678
Northwest Technical Institute	191	389	172	326	1,373	817	861	529
Ozark Literacy Council	75	52	27	24	302	123	77	24
Total	687	1,424	442	1,071	4,093	2,983	2,368	1,727

Title 3

Core 4 Division of Workforce Services

(Services Include - Job Service, TANF Clients, Unemployment Insurance)

Location	4th Quarter Customers		Year to Date Customers	
	PY 19	PY 20	PY 19	PY 20
Fayetteville	5,778	4,152	16,749	19,823
Harrison	4,685	1,792	11,535	13,528
Mtn. Home	3,416	1,480	7,655	7,751
Rogers/Siloam Springs	7,236	3,692	18,363	23,116
Total	21,115	11,116	54,302	64,218

Title 4

Core 4 Arkansas Rehabilitation Services Northwest

DISTRICT 1 – (Services Include - Case Review, Career & Technical Training and Education, transition from school to work or postsecondary education, on-the-job training, ancillary support services, and employee performance issues because of a disability in the workplace)

LOCATION	4th Quarter Applicants		4th Quarter # Closed		Year to Date Applicants		Year to Date # Closed		Current Active Clients Served	
	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20
Fayetteville	68	151	80	97	647	479	403	335	1,341	1,274
Harrison	5	11	17	6	72	58	60	33	184	71
Total	73	162	97	103	719	537	463	368	1,525	1,345

Title 4

Core 4 Services for the Blind

DISTRICT 1 – (Services Include - Case Review, Career & Technical Training and Education, transition from school to work or postsecondary, on-the-job training, ancillary support services, employee performance issues because of a disability in the workplace)

LOCATION	4th Quarter Referrals		Year to Date Total Referrals		Year to Date Total Served	
	PY 19	PY 20	PY 19	PY 20	PY 19	PY 20
Benton County	11	7	37	35	79	49
Baxter, Boone, Carroll, Madison, Marion, Newton, and Searcy Counties	7	7	36	45	43	37
Washington County	12	6	40	32	84	77
Total	30	20	113	112	206	163

Upcoming Activities

Harrison High School is having a college career day on **September 13th from 8-10 AM** in the Atrium of Goblin Arena. Colleges will be represented as well as some career opportunities.

The Arkansas Division of Workforce Services (ADWS) is hosting its Fall WIOA Partner's Meeting on **September 21 -23, 2021**. This meeting will be convened virtually.

Arkansas Unemployment

Date	June 2021
National Unemployment Rate	5.9%
Arkansas Unemployment Rate	4.4%
Northwest Arkansas	3.8%

Pace Industries Hiring Events

June 3, 2021 Harrison DWS Office
June 17, 2021 Green Forest Old Harps Parking Lot
June 24, 2021 Yellville City Park
July 1, 2021 Jasper Library
July 8, 2021 Marshall High School

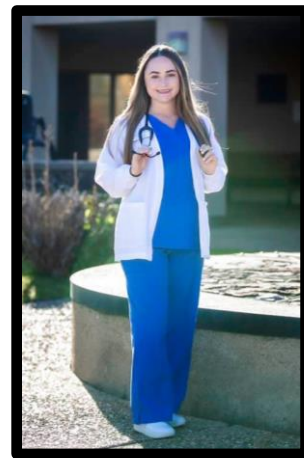
Pictured left: Aaron Johnson, DWS Harrison Local Manager, John Sherman, Pace HR EHS Manager, Jana Kindall, DWS Area Operations Chief



RN Graduates at North Arkansas College



WIOA RN Students L to R: Angela Ballard, Tabitha Marr, Chastity Morse, Hannah Prunte, Monica Reuter (non WIOA), Quinci Wilburn.



WIOA RN Student:
Alexis Cain

WIOA had six Adult and Dislocated Worker students graduate from the RN training program at North Arkansas College. These ladies faced many obstacles due to Covid-19 and were unable to attend a class setting during their second semester. Some of these ladies are single moms and had children at home also while trying to study and pass their classes. They have all secured employment using their RN degree and are extremely excited to start a new chapter in their future!

North Arkansas College Adult Education Program



In 2019 Northark Adult Education began a Family Literacy program in Huntsville Public Schools. Unfortunately, the COVID 19 pandemic hit and the schools closed. In 2020, they were not allowed back into the school because of the limits placed on visitors to the campus. Their Family Literacy instructor, Lori Hawkins, did not give up. She continued to teach her students at the Huntsville Center. Below is what Lori wrote about her students: *Liliana Diaz and Celia Monroy started working on learning English in the Fall of 2019. They worked until we had to shut down for the pandemic. Then continued to work through the pandemic at home. When*

classes started back up in the Fall of 2020, they were quick to re-enroll. They stuck with it, working through COVID and masks. They both worked the night shift so they could attend classes, then worked online too on top of their full-time jobs and taking care of their families. They weren't afraid to ask questions and encourage each other every step of the way. In the Spring of 2021, they graduated out of ESL classes and this August they both started their next adventure by working on their GED. They have big plans for their future. Liliana, her husband, and son are planning to start their own heating and air company. Celia plans to become a para-professional and spend more time with her family.

Disaster National Dislocated Worker Grant (NDWG) Success Stories by Julie Smith

Harold Waters was a full-time employee with the NDWG grant during 2020-2021 at the Newton County Road Department. He was able to learn many things while in the NDWG program. He shared that being in this program has been a big part in his success finding his new full-time job outside of the program. The City of Jasper reports they are happy to have Harold as the Park Supervisor and know he will do a good job.



Daniel Campbell was a NDWG worker who was working with Newton County Road Department and has been a great worker. He has gotten a full-time job with the Newton County Road Department and is currently learning to drive a road grader. He says his job experience with NDWG while working with the Newton County Road Department helped him to gain the skills needed to get this job. He is making \$11.50 an hour and working 4 ten-hour days. He loves his job and is thankful for the work preparation he got with NWAEDD.



LPN Graduate at Arkansas State University at Mountain Home.

Heather Worth Decker graduated from the LPN program at ASUMH in December 2020. She has found employment at Lincoln Padon Clinic in Mountain Home and started the RN bridge program in June 2021. Heather is pictured with Dr. Myers, Chancellor at ASUMH.

NORTHWEST ARKANSAS LOCAL WORKFORCE DEVELOPMENT BOARD

Minutes of Meeting June 2, 2021

A meeting of the Northwest Arkansas Workforce Development Board (LWDB) was held Wednesday, June 2, 2021, in person, conference call and via Zoom.

Board members present on the Zoom meeting were:

MR. BEN ALDAMA, NWACC ADULT ED.
MR. EDDIE BARTLETT, BARTLETT FAMILY DENTISTRY
MS. SARAH BROZYNSKI, BAXTER REGIONAL MEDICAL CENTER
MS. CHERYL DAVENPORT, ADVANCED MARINE PERFORMANCE
MR. JOHN DYESS, ALTRONIC RESEARCH, INC.
MR. KEVIN ESTES, DHS SERVICES FOR THE BLIND
MS. AMY JONES, ARKANSAS REHABILITATION SERVICES
MS. JANA KINDALL, AR DIVISION OF WORKFORCE SERVICES
MR. BOB LARGENT, HARRISON REGIONAL CHAMBER OF COMMERCE
MR. ROSS PARKER, PARKER FARMS AND RENTALS
MR. BO PHILLIPS, COX-RAPID SCALE, HARRISON
MS. BILLIE REED, REED CONSULTING
MR. RICKY TOMPKINS, NWACC

Board members absent and excused were:

MR. DAVID BELL, DAVID BELL, LLC.
MR. WALTER HINOJOSA, NWA LABOR COUNCIL
MS. ERIN POE, TEC STAFFING
MR. KELLEY SHARP, UNIVERSITY OF ARKANSAS FAYETTEVILLE

Others present were:

Ms. Susan Sangren, NWAEDD
Ms. Patty Methvin, NWAEDD
Ms. Karen Henry, NWAEDD
Mr. Jeremy Ragland, NWAEDD
Ms. Chelsey Weaver, NWAEDD
Mr. Nicholas Ryburn, Adult Education
Mr. James Moss, NWAEDD
Ms. Cherie Conner, Adult Education North Arkansas College
Ms. Mary Beth Hatch, North Arkansas College
Mr. Don Sugg, North Arkansas College
Mr. Elisha Snow, Office of Senator Boozman
Dr. Rick Massengale, North Arkansas College
Ms. Mary Beth Hatch, North Arkansas College
Ms. Janie Wheeler
Ms. Melissa Bray, North Arkansas College
Ms. Joyce Akidi, Arkansas Department of Workforce Services
Mr. Tom Ginn, AEDC
Ms. Nell Bonds, North Arkansas College
Ms. Hannah Henderson, Office of Senator Boozman

Mr. Zane Chenault, Fayetteville Chamber of Commerce

The meeting was called to order at 11:05 a.m. by CHAIR JOHN DYESS. CHAIR DYESS informed the attendees that the meeting was being recorded and that each vote will be conducted through a roll call vote.

MS. PATTY METHVIN gave the quarterly staff report. MS. METHVIN reported that ADWS is requiring that each Board member have optimum policy-making authority, hiring authority, or demonstrated experience or expertise. In order to comply each board member will need to submit either a current resume or a letter from the Director/CEO of their business attesting to their expertise. MS. METHVIN reminded the Board members to send in their current resume. MS. METHVIN shared with the Board that she has monitored the National Disaster Grant worksites, participant files for Adult, DLW, and Youth as well as monitoring financial files. She also reported that the ADWS monitoring entrance interview was held on April 5th and the exit interview was held on May 26th. There were a few additions and corrections for participant files that were corrected. Some policies needed additions and corrections. Those policies are on the agenda for approval during this meeting. The CEO agreement has to be updated. That agreement is on the agenda for the next CEO meeting. Overall, there were no major issues. MS. METHVIN and Mr. Jeremy Ragland are working on a Delta Regional Authority grant along with Arkansas State University Mountain Home for a Boat Manufacturing Training Center. MS. METHVIN shared with the Board some Business Services activities that she has participated in:

- Business Services listening session with Business Services Representatives from across the state. The listening session included sharing best practices as well as struggles and concerns.
- MS. METHVIN, MR. JEREMY RAGLAND, and Mr. JACK CHISM (NATS) attended the Baxter County Quorum Court meeting. MR. RAGLAND shared a presentation on NWAEDD and the services we provide.
- NWAEDD participated in the Harrison Regional Chamber of Commerce's Municipalities Resources Conference that included Mayors of Boone County.
- MS. METHVIN worked with Aaron Johnson in the Harrison ADWS office to promote a job fair for Pace Industries.

MS. METHVIN informed the Board that NWAEDD is in the process of hiring a Career Advisor in the Mountain Home office and has a job opening for a Career Advisor in the Rogers office. She reminded the Board members to please send in their most recent resumes.

Agenda Item 1 – Updated Workforce Budget

The Updated Workforce Budget was tabled until the next meeting so that Taff Grice can be present to answer questions about any changes in the report.

Agenda Item 2 – Report of the One Stop Operator (OSO)Procurement Task Force

MS. JANIE WHEELER, Consultant to the OSO Procurement Task Force reported to the Board that after the March 3rd Board meeting Board Chair DYESS and MS. WHEELER signed the continuation Addendum to the Facilitator Agreement to extend the end date to July 31, 2021. The OSO Task Force agreed to use the same RFP document that was used the last procurement with dates updated. The Task Force met on May 5, 2021, via zoom to approve the RFP. Public notices were sent as well as a notice sent to the Board, Partners, and bidders list. Five requests were received for the proposal from: In the Door, NWAEDD, Odle Management, Nova Technologies Group, and

Allied Solutions. One proposal was received from NWAEDD. The Task Force evaluated the proposal. The proposal was received on time, met the required document specifications, scored a 91.4 out of 100 for experience and approach, and the budget scored 46.4 out of 50. Additional required criteria were met. The Task Force voted to recommend to the Executive Committee that they award the One Stop Operator to NWAEDD. The Executive Committee met on May 14 and voted to approve the work of the Task Force and to accept the Task Force recommendation to award the One Stop Operator to NWAEDD.

A motion was made by MR. EDDIE BARTLETT to approve the work of the One Stop Operator Procurement Task Force and to accept the Executive Committee and Task Force's recommendation to award the One Stop Operator to NWAEDD. The motion was seconded by MR. BOB LARGENT. The motion passed.

Agenda Item #3: NW One Stop Operator, Program Fiscal Monitoring RFP. MS. METHVIN explained to the Board that ADWS requires external monitoring for the One Stop Operator, WIOA Program and WIOA Fiscal. The Executive Committee will serve as the procurement committee with Ms. Methvin taking care of the process which includes announcing the RFP, sending to bidders, etc. A motion was made by MR. PHILLIPS and seconded by MS. REED to approve the RFP as presented and appoint the Executive Committee as the Procurement Task Force. The motion carried.

Agenda Item #4: Policy Changes: Co-Enrollment/Co-Funding. MS. METHVIN shared the changes to the policy and explained that these changes were required by ADWS. A motion was made to approve the changes to the policy by MR. PHILLIPS and seconded by MR. BARTLETT. The motion carried.

Agenda Item #5: Policy Changes: OJT Policy. MS. METHVIN explained that this policy had been rescinded due to lack of funding and now needs to be re-instated per ADWS. Northwest has been in discussion with an employer to implement the OJT program. A motion was made to re-instate the OJT policy by MR. BARTLETT and seconded by MR. PHILLIPS. The motion carried.

Agenda Item #6: Policy Changes: Dislocated Worker Policy. MS. METHVIN explained that there had been 4 different policies pertaining to Dislocated Worker. Those policies have now been put into one comprehensive policy. A motion was made to approve the changes to the policy by MR. PHILLIPS and seconded by MS. REED. The motion carried.

Agenda Item #7: Policy Changes: Follow Up Services Youth and Adult. MS. METHVIN shared the changes to the policy and explained to the Board that ADWS is requiring these changes. A motion was made to approve the changes to the Follow Up Services Youth and Adult policy by MR. PARKER and seconded by MS. REED. The motion carried.

Agenda Item #8: Out of School Youth Waiver: MS. METHVIN explained to the Board that ADWS is requiring additional information be put into the Out of School Youth Waiver – Addendum to the Local Plan that was approved at the last Board meeting. If Northwest receives this waiver, it will allow us to increase the amount of funds used for In-School Youth. This will allow us to expand our Summer Youth program to almost double the number of participants than we have had in the last several years. A motion was made to approve the Addendum to the Local Plan by MR. PHILLIPS and seconded by MS. REED. The motion passed.

Agenda Item #9: One Stop Operator Report. MS. SUSAN SANGREN presented the One Stop Operator report to the Board. A motion was made to approve the report by MS. REED and seconded by MR. PARKER. The motion carried.

Agenda Item #10: A motion was made to approve the consent agenda by MR. PARKER and seconded by MS. REED. The motion passed.

MR. BARTLETT moved to adjourn the meeting. MR. PARKER seconded the motion. The motion passed and the meeting adjourned at 11:45 a.m.

John Dyess, Chair

**Eligible Training Provider Approvals
June 2, 2021 to August 31, 2021**

Training Provider	Program	Approval Date
NWACC	Pharmacy Technician	6/3/2021
NWA Plumbing School	NWA Plumbing School	7/22/2021
NWTI	Sterile Processing Technician	7/27/2021
	Commercial Truck	
NWTI	Driving/Commercial Vehicle Operator	7/27/2021
Arkansas Career Training of the Ozarks	Nursing Assistant	7/30/2021
University of Arkansas	Bachelor of Science in Nursing	7/30/2021
Missouri Welding Institute	Advanced Pipe Fitting	8/11/2021
Missouri Welding Institute	Master Structural Welding and Fitting	8/11/2021
Missouri Welding Institute	Master Pipe Welding and Fitting	8/20/2021