

NORTHWEST ARKANSAS WORKFORCE DEVELOPMENT BOARD
Wednesday, June 5, 2025, 11:00 a.m.
Northwest Arkansas Economic Development District
Highway 62-65-412 North, Harrison, Arkansas

Agenda

Call to Order – Introduce GuestsBo Phillips

Business Services and Staff Report.....Patty Methvin

Committee Reports

Youth Committee ReportEmilee Tucker

Disability Committee ReportJennifer Ragsdale

One-Stop Operator Committee Report..... Cherie Conner

One-Stop Operator Procurement Committee Report Cherie Conner

Agenda Item 1 – Action

Election of Officers..... 2

Agenda Item 2 – Action

Updated Workforce Budget..... 3

Agenda Item 3 – Action

Supportive Services Policy Update 4

Agenda Item 4 – Action

One-Stop Operator Report – James Moss..... 14

Agenda Item 5 - Action

Eligible Training Provider Programs..... 22

Agenda Item 6 – Action

Minutes of March 5, 2025, NW WDB Meeting..... 28

Announcements/Other Business

Mark your calendars for these upcoming meeting dates:

- NW Workforce Development Board Meeting Wednesday, September 3, 2025
- NW Workforce Development Board Meeting Wednesday, December 3, 2025
- NW Workforce Development Board Meeting Wednesday, March 4, 2026

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 and a vice 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 task forces of the Board.

Private Sector Business Representatives:

Name	Company
Eddie Bartlett	Miti Serve
David Bell	David Bell, LLC
Jason Patience	Wabash
Cheryl Davenport	Advanced Marine Performances
Sammie Cribbs Roberson	North Arkansas Regional Medical Center
Trish Villines	Villines Electric
Hugh Smith	Smith and Taylor Tax
John "Bo" Phillips	Rapid Scale
Sonya Edwards	Jones Physical Therapy
Karlea Newberry	Signature Bank of Arkansas
Sandy Stout	Harps
Vicki Jones	Modern Fence
Yolanda Willilams	APAC

Current Officers:

Bo Phillips, Chairperson

Kelley Sharp, Vice Chairperson

Roger Potter, Secretary

WIOA Budget Summary
All figures as of 04/30/2025

Category/Fund	Subgrant	Award	Total Expenses	Balance	Next Award	Allotment Program	Grant Received
Adult	1025 / FY 2025	581,557	78,218	503,339	TBD	PY 2025	No
DLW	2024 / PY 2024	86,937	5,122	81,815	316,368	FY 2025	Yes
DLW	1025 / FY 2025	316,368	-	316,368	TBD	PY 2025	No
Youth	2024 / PY 2024	654,729	234,445	420,284	582,994	PY 2025	No
Youth	2025 / PY 2025	582,994	-	582,994	TBD	PY 2026	No
Total		2,222,585	317,785	1,904,800	899,362		



Northwest Arkansas Economic Development District

Policy Name	Supportive Services Policy and Procedure
Effective Date	June 7, 2017
Date Approved by the Board	June 7, 2017
Date Amended by Executive Committee	May 12, 2020
Date Ratified by the Board	June 3, 2020
Amendment Date	March 3, 2021
Amendment Date	December 1, 2021
Amendment Date	January 27, 2022
Amendment Date	September 7, 2022
Amendment Date	December 8, 2022
Amendment Date	June 1, 2023
Amendment Date	March 6, 2024
Amendment Date	June 4, 2025

The term "supportive services" means services such as transportation, childcare, dependent care, housing and needs related payments, which are necessary to enable an individual to participate and be successful in activities authorized under WIOA.

Supportive Services may be the key to assisting the hard-to-serve participants enrolled in WIOA programs. There are numerous agencies and programs providing health care, temporary shelter, financial counseling, transportation, childcare and other support, which are well suited to customer needs. WIOA staff will make referrals to other programs prior to providing supportive services with WIOA funds. When no other services are available, they will make a request to a supervisor to provide services. The Supervisor will review and approve the request. Staff must document that the participant has exhausted all other means of providing the supportive services requested by having the participant complete a "Lack of Supportive Services Resources" statement.

Participants must be participating in a WIOA activity, the service must be necessary to enable participation, and the participant must be unable to obtain grant assistance through other sources.

Continued eligibility: At a minimum, each semester staff will revisit a participant's need for continued supportive services and will document that the review has occurred and the results of that review.

Supportive services are designed to provide a participant with the resources necessary to enable their participation in career and training services, are governed by the DOL-only Final Rule at 20 CFR 680 .900 through .970.

Supportive services may be available to any youth , adult or dislocated worker participating in Title I career services or training activities or transitioning into new employment who is unable to obtain supportive services through other programs providing such services. Supportive services may NOT be provided to an adult or dislocated worker participant once they exit WIOA program

or during follow-up. This does not apply to youth participants. They may still receive supportive services during follow-up if it is deemed necessary and appropriate. Supportive services may include, but are not limited to:

Assistance with transportation;
Assistance with childcare and dependent care;
Linkages to community services;
Assistance with housing and/or utilities; including any past due amounts;
Needs-Related Payments (available only to individuals enrolled in training services and must be consistent with 20 CFR 680.930, 680.940, 680.950, 680.960 and 680.970);
Assistance with educational testing;
Reasonable accommodations for individuals with disabilities; Health care;
Assistance with uniforms or other appropriate work attire and work-related tools, including such items as eyeglasses and protective eye gear;
Assistance with books, fees, school supplies, and other necessary items for students enrolled in post-secondary education classes;
Payments and fees for employment and training-related applications, tests, and certifications; and Legal aid services;

Needs-related payments may be provided to Adults and Dislocated Workers to enable them to participate in training services. Needs-related payments may not be provided for participation in Career Services [WIOA § 134(d)(3)(A); 20 CFR 680.930].

To receive needs-related payments, an Adult must meet all the following bulleted eligibility requirements [WIOA § 134(d)(3)(A); 20 CFR 680.940]:

- Be unemployed
- Not qualify for, or have ceased qualifying for, unemployment compensation
- Be enrolled (registered for classes) in a WIOA Title I-B training service

To receive needs-related payments, a Dislocated Worker must meet one of the following two numbered eligibility requirements [WIOA § 134(d)(3)(A); 20 CFR 680.950]:

1. For DLWs who qualified for unemployment benefits or trade readjustment allowance under TAA, meet all the following bulleted requirements:
 - Be unemployed
 - Have ceased qualifying for, unemployment compensation or trade readjustment allowance under TAA
 - Be enrolled (registered for classes) in a program of WIOA Title I-B training service by the end of the 13th week after the most recent layoff that resulted in a determination of the worker's eligibility for the DLW program, OR if later, by the end of the 8th week after the worker is informed that a short-term layoff will exceed 6 months
2. For DLWs who did not qualify for unemployment benefits or trade readjustment assistance under TAA, meet all the following bulleted requirements:
 - Be unemployed
 - Did not qualify for unemployment benefits or trade readjustment assistance under TAA
 - Be enrolled (registered for classes) in a WIOA Title 1-B training service

Needs-related payments may be paid while a participant is waiting to start training classes, provided he or she has been accepted into a training program and enrolled in (registered for) classes and provided the classes will begin within 30 days. The Governor may authorize local areas to extend the 30-day period to address appropriate circumstances [20 CFR 680.960].

The level of a needs-related payment made to an eligible Dislocated Worker may not exceed the greater of:

- the applicable level of unemployment compensation; or
- if the DLW did not qualify for unemployment compensation, an amount equal to the poverty line for an equivalent period, adjusted to reflect changes in total family income, as determined by the LWDB policies [WIOA § 134(d)(3)(C); 20 CFR 680.970].

Northwest will follow the Arkansas State guidelines for the level of the needs related payment.

Definitions and approved services including initial limits. (Limits can be exceeded with management approval based on a participant's needs).

Combined funding for training and supportive services is limited to \$15,000 per eligible WIOA participant. However, this limit may be increased with approval from the Executive Director of the Northwest Arkansas Economic Development District.

Clothing

The costs of items such as clothes and shoes which are necessary for participation in WIOA training activities are allowable.

Counseling

The costs of personal counseling services that will enhance a participant's employability are allowable. This may include employment, financial, individual, family, and drug and alcohol abuse counseling. Generally, major personal or emotional problems are outside the scope of WIOA services, therefore referrals to counseling services are critical.

Childcare

Agreements can be made with licensed childcare facilities for participants who do not qualify for childcare assistance through other sources. The maximum amount to be paid by WIOA fund will be in accordance with comparable rates in the area which the participant lives. Total amounts per participant will be approved by the supervisor.

Residential

The cost of rent, rental deposits, house payments, utility deposits, internet and utility assistance may be provided for participants who are participating in a WIOA activity when a need is demonstrated, and the participant is not able to obtain the services themselves and not able to receive service from other WIOA and/or non-WIOA partners. A secure night-time residence is essential to the success of our participants.

Documentation required for rent or house payments includes a copy of the lease agreement with the participants name listed or a payment statement from the lease holder stating that the participant is responsible for a portion of the rent/house payment. The lease agreement must be included with the payment statement. The Landlord must complete a W-9 form if applicable.

Documentation required for internet and/or utility assistance includes a copy of the statement from the internet or utility provider with the participants name listed or a payment statement from the person responsible for the bill stating that the participant is responsible for a portion of the internet or utility. The statement from the internet or utility provider must be included with the payment statement.

Training programs require some participants to be away from their night-time residence to complete training. An example of this is traveling to another city to complete a rotation required for clinical training for an RN student. This is an allowable supportive service and staff is required to find the most economical means of hotel charges for the participant. It is based on the need and the requirement for overnight stay because of the distance to training.

Emergency Housing - under extreme circumstances staff may provide the cost of a hotel stay until appropriate housing has been found. Staff is required to find the most economical means of hotel charges for the participant. It is based on emergency need. The Executive Director must approve any costs related to Emergency Housing.

Health

The health category includes such items as vaccinations or physicals required for a participant to enroll in a particular training program. It may also include things such as one-time dental work or eyeglasses if not otherwise available from another source.

Insurance - Health related insurance may be purchased for a participant if it is a requirement for participation in training activities.

Transportation

Transportation may be provided for participants who are participating in a WIOA activity when a need is demonstrated, and the participant is not able to obtain the services themselves and not able to receive service from other WIOA and/or non-WIOA partners.

The cost of transportation to assist participants to get to and from training activities including job search activities is allowable. Participants will be given a limit based on a locally developed formula.

The formula for gas assistance is the distance to training times 2 times the number of days per week divided by miles per gallon x a set price per gallon of gasoline. We will use Wal-Mart cards, fuel only purchase cards, or agreements with service stations as a method of providing assistance. When necessary, staff may use the purchase card to provide assistance to a participant with Operations Managers approval. Signed gas receipts will be used to verify what participant received the service. Other methods that are reasonable will be worked out with Operations Managers if needed. The dollar limit for this service will vary based on participant need.

Participants engaged in approved WIOA 1-B activities who don't have means for transportation will use Public Transit where available. If no Public Transit is available, Ride Share Vouchers will be provided for the participant. Staff will determine the required distance to participate in approved WIOA 1-B activities times two times the number of days per week and will load the appropriate amount needed on to the vouchers one week at a time for up to four weeks. When necessary,

staff may request additional weeks of vouchers based on the participant need and with Operations Managers approval.

The cost of transportation can include car payments, gas, car repairs, insurance payments and registration fees as identified through assessment by the Career Advisor.

Tires and car repairs may be made with management approval if the participant cannot participate in training without this service. Participants will contribute a portion of such cost when possible. This service requires management approval, and the amounts will vary based on participant need.

The process of paying supportive service varies based on the availability of vendors. Wal-Mart cards fuel only purchase cards, and purchase cards may be used when needed. OneDrive will be used to track all purchases and signed receipts will be on file.

Emergency Food - Under extreme circumstances staff may purchase food for a youth participant at a restaurant or grocery store; for example, a youth participant who has no funds to purchase lunch during their work or training day. These limits will be approved case by case basis with management approval.

Needs related payments will be awarded only when the provision of the other supportive services does not provide the assistance a participant needs. WIOA regulations will be followed when providing this service.

Lap-tops and software required to complete Occupational Skills Training may be provided to participants when a need is demonstrated, and the participant is not able to obtain the equipment themselves, and the participant is not able to receive services from WIOA and/or Non-WIOA partners.

In situations where a computer, or similar item, may be deemed a necessity for an individual to participate in an approved training program, the following elements must be met:
The training provider must provide a written explanation for the necessity of the equipment.
The participant must provide written acknowledgement that he/she must return the equipment if he/she does not complete the course, for whatever reason.
Career Advisors will submit documentation to the Operations Manager for approval.

Assistance with educational testing - for example testing fees required for an LPN license.

Reasonable accommodations for individuals with disabilities; for example, an amplified stethoscope may be needed for a participant who is hearing impaired and enrolled in LPN training.

Health care - insurance premiums may be paid after all other health care options have been exhausted and the coverage is a requirement to attend a training program. Examples include preventative and corrective care necessary to enter training; participate in training, to be employed or to retain employment. Drug and alcohol treatment are not included in this body of health care. Glasses, dental corrections, etc., may be required to be employable or to complete training. Treatment not covered by medical insurance or program elements may be provided to a trainee or employee in some cases.

Assistance with uniforms or other appropriate work attire and work-related tools, including such items as eyeglasses and protective eye gear; - must be a requirement for the job or the training program and not just a nice to have item.

Assistance with books, fees, school supplies, and other necessary items for students enrolled in post-secondary education classes; - must be a requirement for the training and not just a nice to have item.

Payments and fees for employment and training-related applications, tests, and certifications: - for example, a background check required for entrance into a training program, or a CDL text packet required for entrance into a truck driving program.

Legal aid services – for example, payment of a minor offense so a participant may retain or obtain a driver's license.

~~Those in work experience or OJT will be allowed supportive services for two months during the training period. Extensions to these time frames require management approval and the extension will vary based on participant need.~~

Those in Occupational Skills training and other approved WIOA activities will continue to receive supportive services as they demonstrate a need to allow them to participate in approved WIOA activities. .

NWA WDB Supportive Services Procedure

The purpose of this procedure memo is to describe and to detail the procedures to be used by NWA WDB and NWAEDD staff as it relates to the regulations and requirements concerning supportive services, in accordance with the rules and regulations of Workforce Innovation and Opportunity Act of 2014 WIOA), the WIOA Final Rule, Training and Employment Guidance Letters (TEGLs) published by the Employment and Training Administration of the U.S.

Department of Labor

(ETA and policies of the Arkansas Workforce Development Board (AWDB) and the Northwest Arkansas Workforce Development Board (NWA WDB).

Procedures:

1. Supportive services may only be provided to participants when it is necessary to enable individuals to participate in approved WIOA activities. (20 CFR § 651.10)
2. In addition, supportive services should be provided after the participant and the **WIOA** Career Advisor has sought out all other resources from other partner sources. This will be verified by an interview with the participant, cross-references with partners, and the completion of a financial assessment with the Career Advisor.
3. Participants must sign a Supportive Services Statement, attesting that all terms are understood. Additionally, participants must complete and submit all necessary supporting documentation and forms, in a timely manner in order to receive supportive services.
4. Supportive services will be provided to assist with unmet needs.
5. Participant agrees to notify the Career Advisor in the event of a change in training and comply with all other conditions and terms listed in the Scholarship Enrollment Agreement.
6. Tracking must be done on funding Supportive Services on work-based learning, transitional jobs and Occupations Training.
7. Training programs must be approved on the ETPL while participants are receiving training related supportive services. WIOA participants enrolled with an eligible training provider removed from the ETPL may continue to receive supportive services for the duration of an ITA.
8. The NWA WDB reserves the right to set limits on the provision of supportive services. This includes a maximum amount of funding and a maximum length of time for supportive services to be available to participants. WIOA 680.920
9. Combined funding for training and supportive services is limited to \$15,000 per eligible WIOA Participant. However, this limit may be increased with approval from the Executive Director of the Northwest Arkansas Economic Development District.

Travel Supportive Services Procedures:

1. A Lack of Supportive Services Resources Statement must be completed by the participant that indicates that they have sought assistance from other sources to help with travel expenses and were not able to find any. An email from the participant may be used in lieu of the Lack of Supportive Services Statement form. This statement must be signed by the participant and kept in the participant file.
2. Participants will be given a limit based on a locally developed formula. The formula for NWA WDB is distance to training x 2 x number of days per week divided by miles per gallon x a set price per gallon of gasoline.

3. We will use Arvest fleet gas purchase cards, Walmart gas cards, or agreements with service stations as a method of providing assistance.
4. When necessary, staff may use the purchase card to provide assistance to a participant with Operations Managers approval.
5. Signed gas receipts will be used to verify what participant received the service.
6. Other methods that are reasonable will be worked out with Operations Managers if needed.
7. Spreadsheets will be used to track all purchases and signed receipts will be on file.
8. Copy of all documentation verifying round trip map miles from participant's home address to training site must be presented for approval and documents in participant's file.
9. Career Advisors will document supportive services received on the participant's IEP/ISS and Case Notes in AJL.

Tires and Car Repairs

1. Tires and car repairs may be made with Operations Manager approval if the Participant cannot participate in training or career services without this service. A Lack of Supportive Services Resources Statement must be completed by the participant that indicates that they have sought assistance from other sources to help with supportive assistance and they were not able to find any. An email from the participant may be used in lieu of the Lack of Supportive Services Statement form. This statement must be signed by the participant and kept in the participant file.
2. Participants will contribute a portion of such cost when possible.
3. This service requires Operations Managers approval, and the amounts will vary based on participant need.
4. When necessary, staff may use the purchase card to provide assistance to a participant with Operations Managers approval.
5. Career Advisors will document supportive services received on the participant's IEP/ISS and Case Notes in AJL.

Utility Supportive Services Procedures:

1. Utility assistance is a service used to ensure access to utility services when participant is unable to pay. Unable to pay is defined as "a status causing a participant who is facing documentable financial challenges, to not meet the minimal amount of payment on a necessary living expense." A statement from the participant explaining "unable to pay" status is required . (Utility assistance for current (most recent) including, but not limited to electric, gas, water, phone, internet or sewer bills)
2. A Lack of Supportive Services Resources Statement must be completed by the participant that indicates that they have sought assistance from other sources to help with supportive assistance and they were not able to find any. An email from the participant may be used in lieu of the Lack of Supportive Services Statement form. This statement must be signed by the participant and kept in the participant file. A Purchase Authorization will be completed for each separate Supportive Service being provided. Every request should include:
 - a. The Participant's name
 - b. The mailing address and the name of the person/company the check should be mailed to.
 - c. Date of purchase

- d. Program
 - e. Amount of payment
 - f. Backup documentation will be attached to the Payment Authorization
- 3. The Purchase Authorization form will be submitted to the Operations Managers for review
- 4. Once reviewed the forms will be submitted to the Finance Department for processing for payment.
- 5. When necessary, staff may use the purchase card to provide assistance to a participant with Operations Managers approval.

Career Advisors will document supportive services received on the participant's IEP/ISS and Case Notes in AJL.

Work Related Items Supportive Services Procedures:

- 1. Work-related items must be identified by the training provider or employer and documented in the participant's file
- 2. Work-related items may include but are not limited to uniforms, work boots, small tools, gloves, etc.
- 3. Participant will provide itemized documentation for work-related items from training provider or employers.
- 4. A Lack of Supportive Services Resources Statement must be completed by the participant that indicates that they have sought assistance from other sources to help with supportive assistance and they were not able to find any. An email from the participant may be used in lieu of the Lack of Supportive Services Statement form. This statement must be signed by the participant and kept in the participant file. A Purchase Authorization will be completed for each separate Supportive Service being provided. Every request should include:
 - a. The Participant's name
 - b. The mailing address and the name of the person/company the check should be mailed to.
 - c. Date of purchase
 - d. Program
 - e. Amount of payment
 - f. Backup documentation will be attached to the Payment Authorization
- 5. The Purchase Authorization form will be submitted to the Operations Managers for review.
- 6. When necessary, staff may use the purchase card to provide assistance to a participant with Operations Managers approval.

Other Supportive Services

- 1. A Lack of Supportive Services Resources Statement must be completed by the participant that indicates that they have sought assistance from other sources to help with supportive assistance and they were not able to find any. An email from the participant may be used in lieu of the Lack of Supportive Services Statement form. This statement must be signed by the participant and kept in the participant file. A Purchase Authorization will be completed for each separate Supportive Service being provided. Every request should include:
 - a. The Participant's name
 - b. The mailing address and the name of the Person/company the check should be mailed to.

- c. Date of purchase
 - d. Program
 - e. Amount of payment
 - f. Backup documentation will be attached to the Payment Authorization
- 2. The Supportive Service Purchase Authorization form will be submitted to the Operations Managers for review
- 3. Once reviewed the forms will be submitted to the Finance Department for processing for payment.
- 4. When necessary, staff may use the purchase card to provide assistance to a participant with Operations Managers approval.
- 5. Career Advisors will document supportive services received on the participant's IEP/1S and Case Notes in AJL.
- 6. In situations where a computer, or similar item, may be deemed a necessity for an individual to participate in an approved training program, the following elements must be met:
 - a. The training provider must provide a written explanation for the necessity of the equipment.
 - b. The participant must provide written acknowledgement that he/she must return the equipment if he/she does not complete the course, for whatever reason.

Career Advisors will submit documentation to the Operations Manager for approval.

John "Bo" Phillips, Board Chair

One Stop Operator Report
January 1, 2025 through March 31, 2025

From Struggling Student to Skilled Technician: Lynsey's Journey to a Career in Healthcare Story – submitted by Chris Kellem – WIOA Title 1B



Lynsey and her daughters after the graduation ceremony.

Lynsey Sweatman, a single mother of two teenage daughters, began her postsecondary journey shortly after high school but did not complete her degree at that time. For several years, she worked in a clinic office in Mountain Home, Arkansas, but eventually realized she wanted more than administrative work. Motivated to advance her career, Lynsey returned to college to complete the prerequisites for the Radiologic Technology (Rad Tech) Program and was accepted into the program in Fall 2023.

During her first year in the program, Lynsey worked PRN at the clinic and waitressed on weekends to make ends meet. Despite her efforts, she continued to struggle with living expenses. Recognizing her determination and need for support, the Career Pathways program referred her to WIOA for additional assistance during her final year.

With the combined support of Career Pathways and WIOA, including rent assistance through WIOA's supportive services, Lynsey successfully completed the program and earned her Radiologic Technology license.

She is now employed at Bone & Joint Orthopedic Clinic in Mountain Home as an X-ray and Lab Technician, earning \$23.00 per hour. Lynsey's journey is a testament to the impact of workforce programs and community partnerships in helping individuals overcome barriers and achieve career success.

From Incarceration to Achievement: Ethan Earns GED and WAGE Certificate Story submitted by Jessica Ferguson – Fayetteville Adult Education and Career Center

Ethan Farris is a remarkable example of how determination, resilience, and a positive mindset can lead to life-changing accomplishments. A student at the Washington



Ethan receiving his WAGE Certificate

County Detention Center, Ethan recently completed the WAGE program and earned his GED—two significant achievements that mark a turning point in his journey toward personal and professional growth.

From his very first day in class, Ethan demonstrated a strong work ethic and unwavering focus. He consistently came to class prepared, engaged, and ready to learn. His commitment to excellence quickly stood out among his peers, and he remained driven to meet his goals, refusing to let his circumstances define his future.

Ethan's success is a testament to the transformative power of adult education and reentry support. His achievements inspire both educators and fellow students, proving that with hard work and the right support, second chances can lead to meaningful progress.

Celebrating the Incredible Journey of Adelina Rubio – Story Submitted by Northwest Technical Institute Adult Education

Adelina Rubio, originally from Jacala, Hidalgo, Mexico, has called Springdale home for the past 14 years. She lives with her husband and their two beautiful daughters and is a devoted mother who plays an active role in her children's education at Elmdale Elementary.

Adelina began her educational journey at the NWTI Adult Education Center five years ago by enrolling in citizenship preparation classes. Through hard work and perseverance, she proudly earned her U.S. citizenship in 2022. But she didn't stop there—motivated by a deep commitment to her family and future, she continued learning English and set her sights on obtaining her Arkansas High School Diploma in English.



US Citizen, Adelina Rubio

Although Adelina already held a high school diploma and a technical computer degree from Mexico, she chose to pursue her education again in the United States to expand her opportunities and set an

inspiring example for her daughters. Her transition from an ESL student to a GED graduate is a testament to her determination, resilience, and drive.

Today, we are thrilled to congratulate Mrs. Rubio on officially earning her Arkansas High School Diploma in English! This remarkable achievement reflects her unwavering dedication over the past five years, and we couldn't be more proud of her and all the hardworking students in our ESL transition class.

Adelina, your journey is proof that with courage and persistence, anything is possible. Keep reaching for your dreams—this is just the beginning!

New Beginnings: ARS Client Litzy Aldaco Launches Career as a Licensed Barber
Story submitted by Lateshia Smith – Arkansas Rehabilitation Services

Litzy Aldaco recently became a first-time client of Arkansas Rehabilitation Services (ARS), and with the agency's support, she has successfully launched a new career. Through ARS assistance, Litzy was able to complete her training at DeSigner Barber Academy, utilizing appropriate accommodation to successfully pass her state board exams.

Now a Licensed Barber, Litzy has secured employment in her field and is excited to begin this new chapter—not only for herself, but also to better provide for her young son. She expressed heartfelt gratitude to ARS for helping her achieve this milestone and is enthusiastic about the opportunities that lie ahead in her new profession.

Litzy's story highlights the impact of ARS in empowering individuals with the tools, support, and confidence they need to achieve their career goals and gain independence.



Litzy Aldaco with her certificate of training

From Student to Staff: Jacob Welcher Finds Success Through Project SEARCH
– Story submitted by Arkansas Rehabilitation Services

Jacob Welcher first connected with Arkansas Rehabilitation Services (ARS) in October 2022 as a Pre-Employment Transition Services (Pre-ETS) student. He actively participated in the WOLF program at Fayetteville High School and later advanced into the school's Transition Program. With guidance and support from ARS, Jacob applied for and was accepted into the 2024–2025 Project SEARCH program at Arkansas Children's Hospital Northwest (ACNW).

During his time in Project SEARCH, Jacob completed two internships—one in maintenance and one in food services. His dedication, positive attitude, and strong work ethic stood out, ultimately leading to a job offer. On February 17, 2025, Jacob officially became employed as a Food Service Worker in the ACNW cafeteria.

Reflecting on his journey, Jacob shared:

“My experience at Project SEARCH was helpful. I learned how to do many things like professional conversations and resumes. In my first internship in maintenance, I learned how to pressure wash and make repairs. In my second internship in the kitchen, I learned how to stock foods, put them away, and use the griddle—which I had never done before. I feel like I grew my social skills with coworkers and while working in the community. I got hired in the kitchen after my second internship, and it made me feel good because I knew I accomplished something. After my first paycheck, I was proud of myself.”



Jacob Welcher working the register at ACNW

Please join us in congratulating Jacob Welcher on his outstanding achievements and in celebrating the hard work and support that made his success possible.

Living the Dream: Deborah and Nora’s Journey to Success – Story by Cherie Conner – Adult Education, North Arkansas College

Two inspiring women, Deborah Mayit from Myanmar, and Nora Marquez from Mexico, are living proof that with determination, faith, and community support, dreams really can come true.

Deborah’s journey began in 2018, when she left her home country of Myanmar for the United States. She first settled in California, eventually making her way to Green Forest, Arkansas, in 2021. Arriving with limited English, Deborah wasted no time enrolling in ESL (English as a Second Language) classes. Her dedication to learning, opened doors to new opportunities. She proudly achieved U.S. citizenship and never lost sight of her ultimate dream—owning a business.

Today, that dream is a reality. Deborah, alongside her best friend and business partner, is now the proud co-owner of Garner’s Drive-In, a beloved and long-established eatery located in Berryville, AR.

Nora Marquez’s American journey began earlier, in 2010, when she arrived with her sisters. She started working at Tyson Foods, where she quickly realized the



Deborah and Nora after closing on the purchase of Garner's Drive-In

importance of learning English. Enrolling in ESL classes offered by NorthArk College, Harrison, AR. Nora put in the hard work, eventually becoming a U.S. citizen in 2018. Like Deborah, she is now experiencing the American Dream—owning a business with her best friend and sharing in the excitement of their new venture.

Both Deborah and Nora give thanks to God first, then to their ESL teachers, families, and friends who have supported them every step of the way. They credit much of their success to prayer, persistence, and the encouragement they've received from their community.

We celebrate these two remarkable women and wish them continued success as they begin this exciting chapter as the new co-owners of Garner's Drive-In. Their story is a beautiful reminder that dreams are achievable—with faith, hard work, and the right support. If you are ever in Berryville, AR, stop by and meet these amazing ladies, and let them cook some of their delicious food for you.

HR Panel Provides Insight and Opportunity for Adult Ed Students – Submitted by Diane Hanna – Adult Education, Northwest Arkansas Community College

The Career Support Program at Northwest Arkansas Community College Adult Education hosted a Human Resources (HR) Panel, coordinated by Job Coordinator and Career Coach Diane Hanna. The event featured two local HR professionals: Sandy from Harps and Randa Allen from Aramark.

Despite one last-minute cancellation, the panel was well-received by students, with several expressing that the experience was highly informative and encouraging. Sandy from Harps took extra time after the event to speak with a student who had recently applied to Harps and committed to ensuring the student receives an interview opportunity.

Randa Allen from Aramark also offered additional support, volunteering to conduct mock interviews with interested students. Two students immediately expressed

interest, and Diane Hanna plans to coordinate those mock interviews on-site to continue supporting student success.

Both panelists emphasized the current competitiveness of the job market and the importance of preparation and persistence. Their presence and willingness to engage with students reflect the strong community partnerships that benefit Adult Education participants in their workforce journeys.



HR Panel participants hosted by NWACC Adult Education

Core Partner Numbers

Title 1

Core 4 NWAEDD

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

Location	3rd Quarter Participants		Year to Date Participants	
	PY 23	PY 24	PY 23	PY 24
Fayetteville	26	17	41	26
Harrison	23	31	41	40
Total	49	48	82	66

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	3rd Quarter Reportable Individuals		3rd Quarter Participants		Year to Date Reportable Individuals		Year to Date Participants	
	PY 23	PY 24	PY 23	PY 24	PY 23	PY 24	PY 23	PY 24
Arkansas State University at Mountain Home	97	111	71	91	162	200	105	146
Fayetteville Public Schools	239	193	200	157	363	334	273	246
North Arkansas College	299	257	243	202	572	532	425	392
Northwest Arkansas Community College	958	959	643	572	1,733	1,674	933	949
Northwest Technical Institute	714	689	496	512	1,242	1,234	770	777
Ozark Literacy Council	147	166	91	118	240	282	118	160
Total	2,454	2,375	1,744	1,652	4,312	4,256	2,624	2,670

Title 3

Core 4 Division of Workforce Services

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

Location	3rd Quarter Customers		Year to Date Customers	
	PY 23	PY 24	PY 23	PY 24
Fayetteville	2,730	2,446	8,628	7,082
Harrison	1,343	598	4,346	2,666
Total	4,073	3,044	12,974	9,748

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 post-secondary education, on-the-job training, ancillary support services, and employee performance issues because of a disability in the workplace)

Location	3rd Quarter Applicants		3rd Quarter # Closed		Year to Date Applicants		Year to Date # Closed		Current Active Clients Served	
	PY 23	PY 24	PY 23	PY 24	PY 23	PY 24	PY 23	PY 24	PY 23	PY 24
Fayetteville		41		159		531		629		752
Harrison		8		96		78		141		105
Total		49		255		609		770		857

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 post-secondary education, on-the-job training, ancillary support services, employee performance issues because of a disability in the workplace)

Location	3rd Quarter Referrals		Year to Date Total Referrals		Year to Date Total Served	
	PY 23	PY 24	PY 23	PY 24	PY 23	PY 24
Benton County	15	21	57	41	34	83
Baxter, Boone, Carroll, Madison, Marion, Newton, and Searcy Counties	9	13	38	41	61	79
Washington County	25	9	49	28	86	58
Total	49	43	144	110	181	220

**Northwest Workforce
Eligible Training Provider Programs**

Program Name	Provider Name	Local Review Date
HVAC and Refrigeration Maintenance	NorthWest Arkansas Community College (NWACC)	12/18/2024
Veterinary Assistant	PETRA ALLIED HEALTH (SPRINGDALE)	11/12/2024
Certified Pharmacy Technician	The Academy - NWA	7/25/2024
Registered Nursing (Traditional)	Arkansas State University-Mountain Home (ASUMH)	11/7/2024
Medical Billing and Coding/Insurance Specialist	PETRA ALLIED HEALTH (SPRINGDALE)	11/12/2024
Commercial Truck Driving	Arkansas State University-Mountain Home (ASUMH)	11/14/2024
Dental Assistant	PETRA ALLIED HEALTH (SPRINGDALE)	11/12/2024
Information Technology (Associates of Applied Science)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/21/2024
Class A CDL Program	160 Driving Academy - Northwest	12/6/2024
CDL Training Class - 5 day refresher	NorthWest Arkansas Community College (NWACC)	4/8/2025
Medical Assistant	PETRA ALLIED HEALTH (SPRINGDALE)	11/12/2024
Certified Clinical Medical Assistant	The Academy - NWA	7/23/2024
Biomedical Electronics Technology (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Welding	NORTHWEST Technical Institute (NWTI)	11/12/2024
Machining	Arkansas State University-Mountain Home (ASUMH)	11/7/2024
HVAC	NORTHWEST Technical Institute (NWTI)	11/12/2024
Practical Nursing	Arkansas State University-Mountain Home (ASUMH)	3/25/2025
Industrial Truck Operator	The Academy - NWA	7/23/2024
Manufacturing Technology (Certificate of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Phlebotomy (Certificate of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Surgical Technology (Associates of Applied Science)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Facilities Maintenance (Certificate of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Truck & Bus Driver/Commercial Vehicle Operator & Instructor	MID-AMERICA TRUCK DRIVING SCHOOL INC. (MATDS) - Springdale	12/6/2024
Certified Retail Analyst with Prerequisites	NorthWest Arkansas Community College (NWACC)	4/8/2025

**Northwest Workforce
Eligible Training Provider Programs**

Registered Nursing (Associates of Applied Science)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
NCCER Core, Introduction to Basic Construction Skills	The Academy - NWA	12/2/2024
Construction Equipment Operation (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Gas Metal Arc Welding (GMAW) - (Certificate of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Associate of Applied Science in Digital Design	Arkansas State University-Mountain Home (ASUMH)	10/31/2024
Assoc. of Applied Science in Programming/Mobile Developmen	Arkansas State University-Mountain Home (ASUMH)	10/31/2024
Heating, Ventilation, Air Conditioning/Refrigeration (AAS)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/15/2024
Clinical Medical Assistant (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Medical Coder	Arkansas State University-Mountain Home (ASUMH)	10/31/2024
Outdoor Power Equipment (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Welding Application & Procedures (Cert of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Certified Clinical Medical Assistant	NorthWest Arkansas Community College (NWACC)	4/8/2025
Welding (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Associate Applied Science in Computer Technology & Network	Arkansas State University-Mountain Home (ASUMH)	10/31/2024
Medium Heavy Truck Technology	NORTHWEST Technical Institute (NWTI)	11/12/2024
Certified Nursing Assistant	PETRA ALLIED HEALTH (SPRINGDALE)	11/25/2024
Commercial Truck Driving/Commercial Vehicle Operator	NORTHWEST Technical Institute (NWTI)	11/12/2024
Limited Licensed Radiologic Technologist	PETRA ALLIED HEALTH (SPRINGDALE)	11/15/2024
Certificate of Proficiency in Graphic Design	NorthWest Arkansas Community College (NWACC)	11/25/2024
Business Administration/Accounting (AAS degree)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024

**Northwest Workforce
Eligible Training Provider Programs**

Digital Media/Design (Associates Degree)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Funeral Science	Arkansas State University-Mountain Home (ASUMH)	11/12/2024
Associate of Applied Science in Welding	Arkansas State University-Mountain Home (ASUMH)	11/12/2024
Health Information Management	NorthWest Arkansas Community College (NWACC)	11/22/2024
Automotive Systems Repair	Arkansas State University-Mountain Home (ASUMH)	11/12/2024
Machining Technology CP	Arkansas State University-Mountain Home (ASUMH)	8/14/2024
Criminal Justice-AAS	NorthWest Arkansas Community College (NWACC)	11/22/2024
Associate of Applied Science in Business Administration	Arkansas State University-Mountain Home (ASUMH)	3/25/2025
Computer Information Systems	NorthWest Arkansas Community College (NWACC)	11/22/2024
AS in Business Administration - Transfer	NorthWest Arkansas Community College (NWACC)	11/22/2024
Graphic Design	NorthWest Arkansas Community College (NWACC)	11/22/2024
Emergency Medical Technology -AAS Paramedic	NorthWest Arkansas Community College (NWACC)	11/22/2024
Technical Certificate in Graphic Design	NorthWest Arkansas Community College (NWACC)	11/25/2024
Construction Technology	NorthWest Arkansas Community College (NWACC)	11/22/2024
Technical Certificate - Artisanal Foods	NorthWest Arkansas Community College (NWACC)	11/25/2024
(CFOS/S) CERTIFIED FIBER OPTICS SPLICING SPECIALIST	NorthWest Arkansas Community College (NWACC)	12/3/2024
(CFOT) Certified Fiber Optics Technician	NorthWest Arkansas Community College (NWACC)	12/3/2024
CDL Training Class A	NorthWest Arkansas Community College (NWACC)	4/8/2025
Paramedic (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Child Development Associate	NorthWest Arkansas Community College (NWACC)	4/8/2025
Paramedic(EMT) (Associates of Applied Science)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Automation/System Integration Manufacturing (AAS)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Business Administration Management (AAS Degree)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Turf Management (Associates of Applied Science)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Pharmacy Technician	NorthWest Arkansas Community College (NWACC)	2/7/2022
Technical Certificate Accounting Technology	NorthWest Arkansas Community College (NWACC)	11/25/2024

**Northwest Workforce
Eligible Training Provider Programs**

Technical Certificate Logistics Management	NorthWest Arkansas Community College (NWACC)	11/25/2024
Automotive Service Technology	NORTHWEST Technical Institute (NWTI)	11/12/2024
Information Technology (Associates Degree)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Paralegal	NorthWest Arkansas Community College (NWACC)	11/22/2024
Phlebotomy	Arkansas State University-Mountain Home (ASUMH)	11/12/2024
Nursing Assistant (Certificate of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Technical Certificate, Dental Assistant	NorthWest Arkansas Community College (NWACC)	11/14/2024
AAS in Business Management	NorthWest Arkansas Community College (NWACC)	11/14/2024
Structural Welding	The Academy - NWA	11/13/2024
Automation and Systems Integration (AAS Degree)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Culinary Arts	NorthWest Arkansas Community College (NWACC)	11/22/2024
LPN (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
CNA Apprenticeship - Northwest	NATIONAL APPRENTICESHIP TRAINING FOUNDATION (NATF) - Arkadelphia	11/12/2024
Practical Nursing	NORTHWEST Technical Institute (NWTI)	11/12/2024
Shielded Metal Arc Welding (SMAW) (Cert of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Phlebotomy Technician	PETRA ALLIED HEALTH (SPRINGDALE)	11/12/2024
Radiology Technology (Associates of Applied Science)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Automotive Service Technology (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Electronics Technology	NorthWest Arkansas Community College (NWACC)	12/16/2024
Nursing Assistant	Arkansas State University-Mountain Home (ASUMH)	11/12/2024
Certification Welding (Certificate of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Climate Control Manual Drive Trains Technology - (Cert Prof)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Registered Nurse	NorthWest Arkansas Community College (NWACC)	11/25/2024

**Northwest Workforce
Eligible Training Provider Programs**

Collision Repair Technology (Certificate of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
National Personal Training Institute	National Personal Training Institute	6/20/2024
Criminal Justice-Technical Certificate	NorthWest Arkansas Community College (NWACC)	11/25/2024
Food Studies - Culinary Arts	NorthWest Arkansas Community College (NWACC)	11/25/2024
Associate of Applied Science in Cybersecurity	Arkansas State University-Mountain Home (ASUMH)	11/12/2024
Associate of Applied Science in Registered Nursing LPN/Param	Arkansas State University-Mountain Home (ASUMH)	11/19/2024
Collision Repair Technology (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Construction Equipment Operation (Certificate of Prof)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Associate of Applied Science in Food Studies	NorthWest Arkansas Community College (NWACC)	11/14/2024
Construction Technology (Certificate of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Construction Technology (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Gas Engine Repair and Brake Technology (Cert Prof)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Heating, Ventilation & Air Conditioning (Cert of Prof)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Heating, Ventilation, & Air Conditioning (Technical Cert)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Manufacturing Technology (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Truck Driving (Certificate of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Workforce Technology (Certificate of Proficiency)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
CERTIFIED FIBER OPTICS TECHNICIAN Program	NorthWest Arkansas Community College (NWACC)	12/3/2024
Physical Therapist Assistant	NorthWest Arkansas Community College (NWACC)	11/25/2024
Information Systems	NORTHWEST Technical Institute (NWTI)	11/12/2024
Pharmacy Technician	PETRA ALLIED HEALTH (SPRINGDALE)	11/12/2024
Surgical Technology	NORTHWEST Technical Institute (NWTI)	11/12/2024

**Northwest Workforce
Eligible Training Provider Programs**

Child Advocacy Studies	NorthWest Arkansas Community College (NWACC)	11/14/2024
MSSC Certified Production Technician, Industry Certification	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	10/25/2023
Criminal Justice (Associates of Applied Science)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Accounting (Technical Certificate)	NORTH ARKANSAS COLLEGE - NAC (NORTH CAMPUS AND SOUTH CAMPUS)	11/12/2024
Certified Nursing Assistant	NORTHWEST Technical Institute (NWTI)	11/13/2024
Industrial Maintenance Technology	NORTHWEST Technical Institute (NWTI)	11/12/2024

NORTHWEST ARKANSAS LOCAL WORKFORCE DEVELOPMENT BOARD

Minutes of Meeting March 5, 2025

818 Highway 62-65-412 North, Harrison, Arkansas

A meeting of the Northwest Arkansas Workforce Development Board (NWA WDB) was held Wednesday, March 5, 2025, in person, via conference call, and via Zoom.

MR. BO PHILLIPS called the meeting to order. A quorum was not present; therefore, all agenda items were reviewed in preparation for an electronic vote.

MR. BO PHILLIPS appointed the following to the One-Stop Operator Procurement Committee:

Cherie Conner – Chair

Kelley Sharp

Trish Villines

Emilee Tucker

MS. METHVIN provided the Board with the following updates:

- The Northwest Workforce Board has been officially certified.
- 2024 monitoring activities have commenced. Staff from Arkansas Workforce Connections will visit various worksites on Thursday and Friday, including the Fayetteville One-Stop Center on Friday.
- Arkansas Workforce Connections has requested that regions begin tracking investment by industry. Staff members James Moss and David Bell are developing a process for collecting and reporting this data.
- MS. METHVIN has begun work with Elevate Digital Designs to create flyers, videos, and Facebook marketing materials funded through the Outreach Grant.
- She also participated in the following activities:
 - Attended the ADWS Business Services Summit
 - Met with UA Global Campus
 - Participated in Discover Arkansas virtual training
 - Met with MedCerts regarding potential Eligible Training Provider (ETP) programs
 - Met with Amanda Champlin from Apprenticely

MS. METHVIN reviewed the Updated Workforce Budget.

She also reviewed the new Supportive Services Referral Procedure. This procedure defines the process for backup documentation for supportive services for our participants.

MS. METHVIN informed the Board that MR. BO PHILLIPS, MR. JOE WILLIS, MR. JAMES MOSS and MS. METHVIN will be attending the National Association of Workforce Boards conference in Washington, D.C. Because the group will be staying at the Washington Hilton - the conference venue - the Board will need to approve exceeding the federal room rate for MR. PHILLIPS' room.

MR. JAMES MOSS gave the One-Stop Operator report.

MS. METHVIN presented the updated eligible training provider programs.

She also presented the minutes of the December 4, 2024, Northwest Workforce Board meeting.

An e-mail was sent to the Board members for an electronic vote to approve all items on the agenda.

The motion to approve all agenda items passed.

John "Bo" Phillips

Date