

NORTHWEST ARKANSAS WORKFORCE DEVELOPMENT BOARD
Wednesday, September 7, 2022, 11:00 a.m.
Durand Center, 303 N. Main Street, Harrison, AR

Agenda

Call to Order – Introduce Guests.....	John Dyess
Staff Report.....	Patty Methvin
Business Services Coordinator Report.....	Tania Overton
Youth Committee Report.....	Sarah Brozynski
Agenda Item 1 – Action	
Updated Workforce Budget.....	2
Agenda Item 2 – Action	
Program Year Board Budget.....	4
Agenda Item 3 – Action	
One Stop Operator Budget.....	5
Agenda Item 4 – Action	
Policy Changes – Supportive Services Policy	6
Agenda Item 5 – Action	
One Stop Operator Report.....	13
Agenda Item 6 – Eligible Training Provider Programs.....	18
Agenda Item 7 – Action	
Minutes of June 1, 2022, NW WDB Meeting.....	19
Agenda Item 8 – Action	
Election of Officers.....	22
..	
Announcements/Other Business	

Mark your calendars for these upcoming meeting dates:

- NW Workforce Development Board Meeting Wednesday, December 7, 2022
- NW Workforce Development Board Meeting Wednesday, March 1, 2023
- NW Workforce Development Board Meeting Wednesday, June 7, 2023

WIOA - Northwest Arkansas Economic Development District

PY 22 Budget-Revised 08/22/2022

ADMIN REVENUE	TOTAL	Reg. Planning	Sect.Partner	HC Youth	TANF	TOTAL FORMULA	YOUTH	ADULT	DLW
PY 21 Allocation	2,970.94	262.18	262.18	2,446.58		-			
PY 22 Allocation	9,149.40					9,149.40		7,144.15	2,005.25
PY 23 Allocation	73,607.00					73,607.00	53,643.00	9,096.00	10,868.00
Total Allocation	166,604.32				82,777.32	83,827.00		40,649.00	43,178.00
Total Available Admin	252,331.66	262.18	262.18	2,446.58	82,777.32	166,583.40	53,643.00	56,889.15	56,051.25
ADMIN BUDGET									
Salaries & Wages	65,225.00	220.23	220.23	1,764.24	19,516.00	43,504.30	14,009.21	14,856.96	14,638.14
Payroll Expense - Other	250.00					250.00	80.50	85.38	84.12
Fringe Benefit	15,145.00	41.95	41.95	682.34	5,950.00	8,428.76	2,714.22	2,878.47	2,836.07
P.A.-Admin Costs	102,000.00				55,942.32	46,057.68	14,831.44	15,728.95	15,497.29
Postage	343.00				100.00	243.00	78.25	82.99	81.76
Communications - Telephone	500.00				260.00	240.00	77.28	81.96	80.75
Computer Software Maint/Renewals	0.00					-	-	-	-
Motor Pool	15.00					15.00	4.83	5.12	5.05
Bank Service Fees	990.00					990.00	318.80	338.09	333.11
Materials & Supplies	350.00				240.00	110.00	35.42	37.57	37.01
Membership Sub Pro Activity	35.00					35.00	11.27	11.95	11.78
Printing & Reproduction	1,000.00				48.00	952.00	306.56	325.11	320.32
Rent - Bldg Storage	550.00				500.00	50.00	16.10	17.08	16.82
Travel-Training & Education	275.00				221.00	54.00	17.39	18.44	18.17
Mileage - Travel	75.00					75.00	24.15	25.61	25.24
Total Salaries & Overhead	186,753.00	262.18	262.18	2,446.58	82,777.32	101,004.74	32,525.43	34,493.68	33,985.63
Carryover July - Sept 2022	65,578.66	-	-	-	-	65,578.66	21,117.57	22,395.47	22,065.62
Total Admin Budget	252,331.66	262.18	262.18	2,446.58	82,777.32	166,583.40	53,643.00	56,889.15	56,051.25

WIOA - Northwest Arkansas Economic Development District

PY 22 Budget-Revised 08/22/2022

PROGRAM REVENUE	TOTAL	Reg. Planning	Sect. Partner	HC Youth	TANF	TOTAL FORMULA	YOUTH	ADULT	DLW
PY 21 Allocation	121,875.27	10,384.68	10,448.16	22,273.81		78,768.62			78,768.62
PY 22 Allocation	497,967.35					497,967.35		128,049.35	369,918.00
PY 23 Allocation	662,474.00					662,474.00	482,790.00	81,867.00	97,817.00
PY 24 Allocation	1,327,593.47					754,455.00		365,949.00	388,600.00
Total Allocation	2,609,910.09	10,384.68	10,448.16	22,273.81		1,993,664.97	482,790.00	575,765.35	935,109.62
Total Available Program	2,609,910.09	10,384.68	10,448.16	22,273.81	573,138.47	1,993,664.97	482,790.00	575,765.35	935,109.62
Program Budget									
Salaries & Wages	755,000.00	2,286.35	2,286.36		59,460.47	690,966.82	167,325.94	199,549.45	324,091.42
Payroll Expense - Other	9,000.00					9,000.00	2,179.46	2,599.18	4,221.36
Fringe Benefits	156,125.00	846.82	846.84		18,806.00	135,625.34	32,843.31	39,168.25	63,613.78
P/A-Admin Costs	75,000.00	806.78	806.79			73,386.43	17,771.41	21,193.81	34,421.21
Outreach	1,960.00					1,960.00	474.64	566.04	919.32
Postage	1,375.00				150.00	1,225.00	296.65	353.78	574.57
Communication - Telephone	20,250.00				990.00	19,260.00	4,664.04	5,562.24	9,033.72
Computer Software Maint/Renewals	675.00					675.00	163.46	194.94	316.60
Depreciation Exp	10,695.00					10,695.00	2,589.92	3,008.69	5,016.39
Equipment	0.00					-	-	-	-
IFA Costs	24,325.00					24,325.00	5,890.59	7,025.00	11,409.41
INTEREST EXPENSE	1,095.00					1,095.00	265.17	316.23	513.60
Motor Fuel	1,750.00					1,750.00	423.78	505.40	820.82
Materials & Supplies	9,910.00	314.80	378.24		760.00	8,456.96	2,047.95	2,442.35	3,966.66
Membership/Sub Pro Activity	3,500.00					3,500.00	847.57	1,010.79	1,641.64
Printing & Reproduction	1,625.00				150.00	1,475.00	357.19	425.98	691.83
Professional Services/Consultant						-	-	-	-
Rent - Bldg/Storage	35,000.00				4,500.00	30,500.00	7,385.94	8,808.32	14,305.74
Travel-Training & Education	5,317.00	1,993.78	1,993.78			1,329.44	321.94	383.94	623.56
Employee Tuition Reimbursement	500.00					500.00	121.08	144.40	234.52
Mileage - Travel	9,800.00					9,800.00	2,373.19	2,830.21	4,596.60
Meeting Cost	8,500.00	4,136.15	4,136.15	-	-	227.70	55.14	65.76	106.80
Total Salaries and Overhead	1,131,402.00	10,384.68	10,448.16	-	84,816.47	1,025,752.69	248,398.38	296,234.76	481,119.56
Participant Costs	1,274,987.43			22,273.81	488,322.00	764,391.62	234,391.62	235,000.00	295,000.00
Carryover July - Sept 2023	203,520.66	-	-	-	-	203,520.66	0.00	44,530.59	158,990.06
Total Program Budget	2,609,910.09	10,384.68	10,448.16	22,273.81	573,138.47	1,993,664.97	482,790.00	575,765.35	935,109.62
Total Budget	2,862,241.75	10,646.86	10,710.34	24,720.39	655,915.79	2,160,248.37	536,433.00	632,654.50	991,160.87

Northwest Workforce Development Board PY 2023 Estimated Budget

Expenditures	
Staff Salaries & Wages	116,000.00
Employer Taxes	8,405.00
Medical, Life, Vision Insurance	7,780.00
Retirement	4,620.00
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	1,200.00
Board Training	5,000.00
Board Mileage	1,000.00
Board Travel	5,500.00
Total	\$161,130.00

One-Stop Operator Budget

7/1/2022 - 6/30/2023

Cost Category	Budget Amount
Personnel Services/Salary	\$18,486.00
Fringe Benefits	\$5,546.00
Travel	\$1,000.00
Training & Education	\$300.00
Communications	\$600.00
Printing/Reproduction	\$100.00
Materials & Supplies	\$100.00
Membership/Subscriptions/Pro	\$100.00
Maintenance and Repair	\$100.00
3 rd Party Monitoring	\$3,435.00
Indirect Costs	\$3,033.00
Total One-Stop Operator Budget	\$32,800.00



Policy Name	Supportive Services
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

The term "supportive services" means services such as transportation, childcare, dependent care, housing and needs related payments, that 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. 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.

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;

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 I-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].

If needs-related payments are provided to adults, the local level of needs-related payments made to eligible Adults must be established by the LWDB's supportive services policy [20 CFR 680.970(a)]. The level of a needs-related payment made to an eligible Dislocated Worker may not exceed the greater of:

- (a) the applicable level of unemployment compensation; or
- (b) 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].

20 CFR 680.330(c) specifically states that needs-related payments may be provided to adults and dislocated workers in registered apprenticeship programs, as described in 20 CFR 680.930 – 970. On the other hand, 20 CFR 680.940 - 950 state that needs-related payments may not be provided to employed participants. TEGLs 10-16 and 13-16 state that participants in registered apprenticeship programs are considered to be employed from the first day of their RA training. Because of this conflict, it is recommended that local areas not give needs-related payments to individuals in registered apprenticeship programs.

Although needs-related-payments is listed as a potential supportive service for Youth in WIOA § 3(59), 20 CFR 681.570, and TEGL 21-16, there are no specific eligibility requirements given for youth. If a local area plans to provide needs-related payments to Youth, guidelines must be given in the local Supportive Service Plan.

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.



A) Clothing

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

B) 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.

C) 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.

D) 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 nighttime 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 nighttime residence in order 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 need and the requirement for overnight stay because of distance to training.

E) 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.



F) 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.

G) 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 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 gas 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.

Cost of transportation can include car payments, gas, car repairs, insurance payments, registration fees and other provisions 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 for paying supportive service varies based on the availability of vendors. Wal-Mart cards and purchase cards may be used when needed. OneDrive will be used to track all purchases and signed receipts will be on file.



H) 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.

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

J) Other services may be provided if allowable within WIOA and regulations with management approval as situations arise.

K) 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.

L) 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 COL 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 will continue to receive supportive services as they have need during the training period.

John Dyess, Chair

Date

One Stop Operator Report July 1, 2021 through June 30, 2022

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 20	PY 21	PY 20	PY 21
Fayetteville	67	57	89	91
Harrison	77	46	113	81
Mtn. Home	29	39	55	57
Rogers	60	38	99	61
Total	233	180	356	290

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 20	PY 21	PY 20	PY 21	PY 20	PY 21	PY 20	PY 21
002Arkansas State University at Mountain Home	70	62	56	39	124	163	86	74
Fayetteville Public Schools	105	127	104	114	227	267	180	204
North Arkansas College	168	202	142	185	327	406	230	318
Northwest Arkansas Community College	640	591	419	378	1,365	1,380	678	841
Northwest Technical Institute	389	379	326	302	817	856	529	519
Ozark Literacy Council	52	121	24	62	123	208	24	89
Total	1,424	1,482	1,071	1,080	2,983	3,280	1,727	2,045

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 20	PY 21	PY 20	PY 21
Fayetteville	4,152	1,258	19,823	7,905
Harrison	1,792	882	13,528	4,183
Mtn. Home	1,480	792	7,751	3,293
Rogers/Siloam Springs	3,692	1,770	23,116	8,550
Total	11,116	4,702	64,218	23,931

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 20	PY 21	PY 20	PY 21	PY 20	PY 21	PY 20	PY 21	PY 20	PY 21
Fayetteville	151	207	97	100	479	570	335	326	1,274	1,034
Harrison	11	25	6	1	58	46	33	31	71	88
Total	162	232	103	101	537	616	368	357	1,345	1,122

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 20	PY 21	PY 20	PY 21	PY 20	PY 21
Benton County	7	5	35	15	49	33
Baxter, Boone, Carroll, Madison, Marion, Newton, and Searcy Counties	7	3	45	27	37	29
Washington County	6	11	32	30	77	65
Total	20	19	112	72	163	127

Upcoming Activities

The Arkansas Association of Development Organizations (AADO) will hold its annual conference on September 28-30, 2022 in Hot Springs, AR.

The Rogers-Lowell Chamber of Commerce will host its Northwest Arkansas Fall Job Fair on Wednesday, October 5, 2022 from 10:00 am to 3:00 pm at the Frisco Station Mall in Rogers, AR.

The North Arkansas College Technical Center will host Manufacturing Day 2022 on Friday, October 7th and 14th, 2022. 6th thru 12th graders are welcome. It is open to the public from 12:00 pm to 1:00 p.m.

The Fall 2022 WIOA Partner's Meeting will be held in person on October 19-21 in Little Rock, AR.

The Northwest Arkansas Business Services Team will meet in person on November 8, 2022 in Eureka Springs.

Arkansas Rehabilitation Services - Success Stories Submitted by Counselor Teshia Smith



Charles was a previous client of ARS. He most recently restarted services in August 2021. Charles obtained the majority of his diagnoses as a result of his stint in the army. His previous work history consisted of him working in a family's funeral home as a Funeral Director. Due to the extent of his conditions, it was determined, that this field was no longer beneficial to Charles, and he would be better suited for a less triggering and less stressful career. Charles began attending Career Academy of Hair Design in 2021 and officially completed this program the early part of 2022. Once he completed his training, ARS was able to assist Charles with obtaining a number of supplies for his new career. He is now working as a Barber and has expressed that he has finally found his calling. He is happy with his career and has expressed his appreciation for the services that he has received.

Sheryl Theriault is a first-time client of ARS. She is married and currently raising her 5-year-old grandson due to the passing of her daughter. She sought ARS services to receive assistance with expanding her small business. Sheryl is currently the owner and operator of Family Locator Consulting. Sheryl has a passion for helping families and children. Sheryl has over 6 years of experience of working with child support and supervision and also obtained her MBA through Capella University (1992). Family Locator Consulting, LLC (Family Locator) primarily offers supervised visitation and safe child exchange services. It also offers locator and genealogical research services to Northwest Arkansas families who are seeking to reconnect with estranged family members to strengthen the family unit. Family Locator can help victims of domestic violence seeking to protect themselves from further victimization as well.



Darlene and Robert Usrey are a married couple that enlisted ARS services to earn their CDL in hopes of becoming long-haul truck drivers. Darlene completed her training May 31, 2022, and Robert completed his training June 23, 2022. Through the assistance of ARS, they were both able to accomplish their goal of completing their training through Mid-America Truck Driving School and have both earned their CDL. Darlene has secured employment; however, Robert is still working with Mid-America to obtain employment, his prospects appear to be promising. They have both expressed their gratitude to ARS for the services that they have received.

Rebuilding Bridges to a Brighter Future by NWAEDD Career Advisor Melba Miller



Shannon Harris was working at a high-risk exposure job when the Covid-19 Pandemic hit. He made the decision to start his own company to limit the risk of Covid-exposure to himself and his family. Due to the economic conditions at the time, the ongoing pandemic, and many business closures, his business activity was slow. Unfortunately, the business did not make it, so he was forced to close it.

Shannon was searching diligently for a job that would enable him to continue to support his family but found it exceedingly difficult to find full-time employment paying enough to cover his expenses. Shannon had often thought about working for the Madison County Road Department (MCRD) since he lives in the area. He contacted them and found out about an opportunity with the National Dislocated

Workers Grant Program (NDWG), which was offering dislocated workers employment opportunities to help county road departments clean up and repair things such as rebuilding bridges and roads after damages from severe storms and flooding. Madison County applied for the grant program after the severe storms and flooding from the previous rainy season.

After Shannon heard about the program, he contacted Melba Miller, a Career Advisor in the Fayetteville Workforce Center office to find out if he could qualify to go to work. After discussing the program and his employment and career goals, Melba enrolled Shannon in the NDWG program. He was approved to go to work at the county road department and officially started working on the road crew on Jan. 11, 2021. Shannon did very well on the bridge crew, he was an adaptive person and always showed up on time, worked hard every day and maintained a cheerful outlook.

In addition to securing full-time employment with the county, one of Shannon's goals was to obtain his CDL license, and he was given the opportunity to obtain his CDL license while he was working through the NDWG program. He studied and passed the written portion of the state test. Afterwards, Shannon was allowed to use one of the county trucks to take the driving portion of the test. He passed that test as well and with that accomplishment became qualified to drive the county vehicles. Soon afterward he began driving one of their semi-trucks. Shannon worked in the NDWG program until 11/23/2021, when he was officially hired by Madison County Road Department and added to their payroll.

Shannon is proud to have started on the bridge crew less than a year before and later moving up to becoming dump truck driver for the Madison County Road and Bridge Department. He says thanks to WIOA, and the National Dislocated Worker Grant Program, he has a steady job as a full-time employee with benefits and is earning a higher income. Shannon now has new skills, an occupational license, and additional job experience that will provide him with employment opportunities in the future.

Dislocated Workers (DLW) Success Story by NWAEDD Career Advisor Rose Sparrow



Reynaldo Reyes was laid off from Ball Metalpack after 20 plus years of employment when the plant in Springdale closed. His wife Angela was laid off from the U.S. Census Bureau. They both participated in the Dislocated Workers program and graduated from the Industrial Maintenance program at the Northwest Technical Institute (NWTI) in June. Reynaldo completed his 120-hour internship with Conagra Foods in Fayetteville and accepted a full-time position as their Powerhouse Ammonia Tech at \$23.50 per hour. Angela is currently looking for a job.

Expenditure Report 7/1/2021 to 6/30/2022

	Budget	Expenditures	Balance	%
Personnel Services/Salary	\$18,486.00	\$15,883.68	\$2,602.32	86%
Fringe Benefits	5,546.00	7,085.85	(1,539.85)	128%
Travel	1,000.00		1,000.00	0%
Training & Education	300.00		300.00	0%
Telephone/Internet/Fax/Postage	600.00	480.00	120.00	80%
Printing/Reproduction	100.00		100.00	0%
Materials & Supplies	100.00		100.00	0%
Membership/Subscriptions/Professional Services	100.00		100.00	0%
Maintenance/Repairs	100.00		100.00	0%
Indirect Costs	6,468.00		6,468.00	0%
Total	\$32,800.00	\$23,449.53	\$9,350.47	71%

Eligible Training Provider Approvals

Program Name	Provider Name	Local Review Date
Project Management Prep	NWACC	08/23/2022
Nursing Assistance	Arkansas Career Training of the Ozarks	08/17/2022
Commercial Truck Driving/Commercial Vehicle Operator	NWTI	08/17/2022
Bachelor of Science in Nursing	University of Arkansas	08/17/2022
Advance Pipe Fitting	Missouri Welding Institute	08/17/2022
Master Structural Welding and Fitting	Missouri Welding Institute	08/17/2022
Master Pipe Welding and Fitting	Missouri Welding Institute	08/17/2022
NWA Plumbing School	NWA Plumbing School	08/17/2022
Cornerstone Fitness Operative Course	University of Health and Performance	08/11/2022
Class A CDL Program	160 Driving Academy	07/28/2022
Certificate of Proficiency in Graphic Design	NWACC	07/14/2022
AAS in Graphic Design	NWACC	07/14/2022
Technical Certificate in Graphic Design	NWACC	07/14/2022
Structural Welder Course	Apex Welding Academy	06/07/2022
Pipe Welder Course	Apex Welding Academy	06/07/2022

NORTHWEST ARKANSAS LOCAL WORKFORCE DEVELOPMENT BOARD

Minutes of Meeting June 1, 2022

A meeting of the Northwest Arkansas Workforce Development Board (LWDB) was held Wednesday, June 1, 2022, in person, via conference call, and via Zoom.

Board members present in person and via Zoom meeting were:

MR. BEN ALDAMA, NWACC ADULT EDUCATION
MR. DAVID BELL, DAVID BELL, LLC.
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
MR. WALTER HINOJOSA, NWA LABOR COUNCIL
MS. AMY JONES, ARKANSAS REHABILITATION SERVICES
MR. BOB LARGENT, HARRISON REGIONAL CHAMBER OF COMMERCE
MR. ROSS PARKER, PARKER RENTALS
MR. KELLEY SHARP, UNIVERSITY OF ARKANSAS FAYETTEVILLE
MR. RICKY TOMPKINS, NWACC

Board members absent and excused were:

MR. EDDIE BARTLETT, BARTLETT FAMILY DENTISTRY, proxy Bob Largent
MS. SAMMIE CRIBBS, NORTH ARKANSAS MEDICAL CENTER
MS. JANA KINDALL, AR DIVISION OF WORKFORCE SERVICES, proxy Aaron Johnson
MR. BO PHILLIPS, COX-RAPID SCALE, HARRISON

Others present or on Zoom were:

Mr. Joe Willis, NWAEDD
Ms. Susan Sangren, NWAEDD
Ms. Patty Methvin, NWAEDD
Ms. Karen Henry, NWAEDD
Ms. April Turner, NWAEDD
Ms. Michelle Ryan, NWAEDD
Ms. Chelsey Weaver, NWAEDD
Ms. Tania Overton, NWAEDD
Mr. Taff Grice, NWAEDD
Mr. James Moss, NWAEDD
Ms. Katie Causey, NWAEDD
Ms. Shana King, NWAEDD
Mr. Nicholas Ryburn, Adult Education
Mr. Elijah Snow, Office of Senator Boozman
Mr. Stetson Painter, Office of Representative Crawford
Mr. Aaron Johnson, Division of Workforce Services
Mr. Chad Brown, Arkansas Workforce Board
Mr. Robbie Cornelius, Fayetteville Adult Education
Mr. Victor Beck, Arkansas State University, Mountain Home

Mr. Paul Edmonson, North Arkansas College Adult Education
Ms. Jennifer Scott, North Arkansas College Adult Education
Mr. Jeremy Ragland, NWAEDD
Ms. Joyce Akidi, Arkansas Division of Workforce Services
Mr. Tom Pittman, Arkansas Division of Workforce Services

The meeting was called to order at 11:05 a.m. by SECRETARY KELLEY SHARP. MR. SHARP informed the attendees that the meeting was being recorded and that each vote will be conducted through a roll call vote. MR. SHARP recognized several guests that were in attendance. MR. AARON JOHNSON will be serving as a proxy for MS. JANA KINDALL. MR. BOB LARGENT will serve as a proxy for MR. EDDIE BARTLETT.

MS. PATTY METHVIN gave the quarterly staff report. MS. METHVIN welcomed new Board member MS. SAMMIE CRIBBS. MS. CRIBBS is the President and CEO of North Arkansas Medical Center in Harrison. MS. CRIBBS had a scheduling conflict with today's meeting. MS. CRIBBS will be replacing MS. BILLIE REED on the board. MS. METHVIN also introduced, MS. KATIE CAUSEY who will serve as Career Advisor in the Harrison office focusing on youth.

MS. METHVIN shared with the board that she and MR. JOE WILLIS met with EXECUTIVE DIRECTOR CHAD BROWN, ASSISTANT DIRECTOR EDDIE THOMAS and DEPUTY DIRECTOR JAY BASSETT immediately after the March Board meeting.

MS. METHVIN informed the Board that the Youth Committee has met and is scheduled to meet bi-monthly. MS. SARAH BROZYNSKI is the chair of the committee and will give a report later in the agenda.

MS. METHVIN gave an overview of the extensive monitoring processes that are now the normal process. With the addition of a third-party monitor being required, there is some facet of monitoring happening throughout the year. The most recent monitoring by the Arkansas Division of Workforce Services (ADWS) has just been completed. ADWS bragged on Northwest for providing requested documentation quickly, commended our staff for our ability to recruit participants, and bragged on our Supportive Services Policy. Northwest was required to update the by-laws and the CEO agreement. MS. METHVIN reminded the Board that we have two appeals pending with ADWS.

Hightower Workforce Initiatives is in the process of monitoring One-Stop Operator, Program and Fiscal from 2017 to 2020. The process of uploading documentation began last week. Hightower will be on-site June 28-30, 2022, to review participant files.

MS. METHVIN highlighted meetings and conferences that she attended including:

- Quad State meeting in March
- North Arkansas College Manufacturing Day Committee
- Circle of Success event in Rogers. This event was created by the Rogers/Fayetteville staff.
- Meeting with AEDC representatives.
- Arkansas Community Development Society Conference (Past President)
- Spring Partners meeting (virtual)
-

MS. TANIA OVERTON, Business Services Coordinator gave her report. The Business Services Team is meeting monthly. The first meeting included introductions, an overview of business services, a discussion of the Regional Planning and Sector Partnership grant and upcoming events. The second meeting included

a discussion of holding a Virtual Business Services Open House. MS. OVERTON also reviewed several meetings and conferences that she attended.

Agenda Item #1 – Updated Workforce Budget

MS. METHVIN presented the Updated Workforce Budget. A motion was made to approve the Updated Workforce Budget by MR. RICKY TOMPKINS and was seconded by MR. ROSS PARKER. The motion passed.

Agenda Item #2 – By-laws Revisions

As a result of monitoring ADWS required that additional language be added to the Northwest Workforce Board By-laws. A motion to approve the additions to the by-laws was made by MR. LARGENT and seconded by MR. DAVID BELL. The motion passed.

Agenda Item #3 – Youth Committee Report

MS. BROZYNSKI gave the Youth Committee report. The Youth Committee met on April 14th. Introductions were made. MS. METHVIN gave an overview of the purpose of the Youth Committee as well as the definition of WIOA Out of School Youth. The Committee will meet every four to six weeks. Committee members were asked to share two to three top priority issues that the youth of our area are dealing with. Those priority issues will be discussed at the next meeting. The Committee is open to anyone who works with youth in our area and Committee members were encouraged to seek out additional committee members.

Agenda Item #4 – One Stop Operator Report

MS. SUSAN SANGREN gave the One Stop Operator report. A motion was made to approve the One Stop Operator Report by MR. PARKER and seconded by MR. TOMPKINS. The motion passed.

Agenda Item #5 – Eligible Training Provider Programs

MS. METHVIN explained that ADWS recommended that anyone working for one of our Eligible Training Providers recuse themselves from voting on the Eligible Training Provider Programs. The list of Eligible Training Providers was provided in the packet. A motion was made to approve the Eligible Training Provider Programs was made by MR. BELL and seconded by MR. AARON JOHNSON (proxy for MS. JANA KINDALL). MR. BEN ALDAMA and MR. RICKY TOMPKINS abstained. The motion passed.

Agenda Item #6 – Minutes of March 2, 2022, NW WDB Board Meeting

MR. PARKER made the motion to approve the minutes of the Northwest Workforce Development March Board meeting. MR. TOMPKINS seconded the motion. The motion passed.

MR. BELL made a motion to adjourn. MR. PARKER seconded the motion. The meeting was adjourned at 11:55 a.m.

John Dyess, Chair

Date

Election of Officers

The officers of the LWDB shall be the Chairperson, the Vice-Chairperson, and the Executive secretary. Officers which 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/Miti Serve
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 Rentals
John "Bo" Phillips	Rapid Scale
Sammie Cribbs	North Arkansas Regional Medical Center

Current Officers:

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