

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.

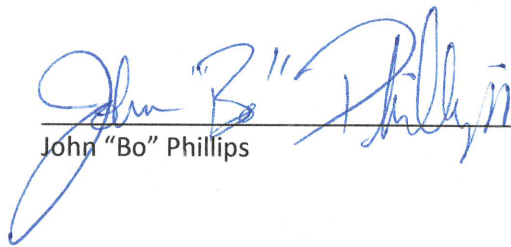
MR. JAMES MOSS gave the One-Stop Operator report.

MS. METHVIN presented the updated eligible training provider programs.

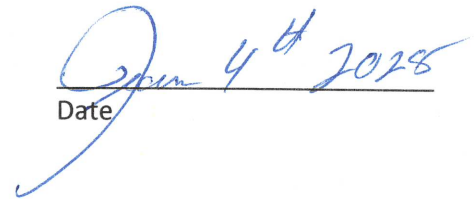
She also presented the minutes of the December 4, 2024, Northwest Workforce Board meeting.

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