

MINUTES

Little Rock Workforce Development Board
Full Board Meeting
October 25, 2018

PRESENT

Members Present: Kristi Barr, James McCarther, Kathy Fulks, Susan P. North (12:10PM), David Stephens, Jo Keegan, Teresa Knapp Gordon, Robin Hunt, Kyle Kiper

LRWDB Staff: W.J. Monagle, Allison Gwinup

Abor Education & Training: Sheena Fluker, Rochelle Brown

LRWDB Attorney: Steve Riggs

AWDS: Bernardo Corcolis

CALL TO ORDER/ROLL CALL

Kristi Barr called the meeting to order at 12:00PM. The audience was welcomed and reminded that the meeting was being recorded for assistance in preparing the minutes. Roll was called, and it was determined that a quorum was present.

MINUTES FROM PREVIOUS MEETING

Upon a motion by James McCarther, duly seconded by David Stephens, it was unanimously **RESOLVED:** To approve the minutes of the August 23, 2018, meeting as presented.

REQUESTS FOR PROPOSAL

Of the two responses for the Financial Auditing Services RFP, the Selection Committee chose BKD for those services. Its contract will be one year with the option of up to three year extension. The Committee submitted a motion to accept BKD as the Financial Auditor for the LRWDB for the term of its contract, James McCarter seconded, and it was unanimously **RESOLVED.**

The Outreach and Communications team has not yet made a selection among the five proposals submitted. They have narrowed their focus to two in particular. Upon a motion by James McCarther, duly seconded by Susan North, it was unanimously **RESOLVED:** to allow the committee to make the final decision on the selection of the organization to provide Outreach and Communications services to the LRWDB. An email will be sent out once the selection is made.

BUDGET APPROVAL

Director Monagle presented the budget for WIOA and the One Stop Operations as negotiated with Arbor E & T, and a motion was submitted by the Executive Committee by a vote from the September 27th, 2018, meeting. The motion was seconded by Kathy Fulks, and it was unanimously **RESOLVED:** to approve the enclosed budget.

WIOA SERVICE PROVIDER/ONE STOP OPERATOR'S REPORT

Jo Keegan presented the One Stop Operator's report with upcoming events and also mentioned that someone had slipped, fallen, and broken their wrist at the facility. They are currently seeking compensation for their medical expenses for the fall.

Kyle Kiper presented the Services to Persons with a Disability Committee report. They are having meetings with employers that are interested in hiring persons with a disability. This model appears to be working better.

Kathy Fulks presented the Services to Youth Committee report. Topics included YouthBuild Mental Toughness participation and graduation, YouthBuild's work with Immerse Arkansas, the city's Community Programs RFQs, improvement of the SYEP program, and next year's Arkansas 501(c)3 Capital Campaign Conference from August 1-3.

Sheena Fluker presented Rescare Workforce Services report for September 2018 (Exhibit I). ResCare has a new case manager for WIOA Youth, Deretta Nelson. They have rolled out their social media presence with good results, and they are looking to expand their OJT worksites.

EXECUTIVE DIRECTOR'S REPORT

Activity Report

Director Monagle presented the Executive Director's Report dated October 25th, 2018. He reported that LRWDB is close to hiring for the open full-time position for a program monitor/administrative assistant/bookkeeper position. Those that assisted were thanked for their contributions. The LRWDB has responded to the DWS' monitoring report and has yet to hear back. The State has issued new performance outcome measures, up from nine to at least eleven (up to seventeen). The LRWDB only met five, which indicates a need for a change of focus. A potential option for improving outcomes would be to co-enroll youth in both WIOA and YouthBuild and reevaluate eligibility. It was asked that those performance measures be included in future Executive Director reports as had been done previously.

The Christmas Project will be collecting donations for Women and Children First. The LRWDB will be hosting a Manufacturing Job Fair. Kristi Barr presented some information about it. It will be the first time the LRWDB will be working with CAWDA intentionally, and it will be an exciting event.

Financial Report

Director Monagle presented financial information as a substitute for a financial report for this meeting. Upon a motion by James McCarther, duly seconded by Kathy Fulks, it was unanimously **RESOLVED**: to defer a vote on accepting a financial report until the next full board meeting.

ADJOURNMENT

Upon a motion made and duly seconded, unanimously **RESOLVED**: To adjourn meeting at 1:05PM.