

# AGENDA

Little Rock Workforce Development Board  
Full Board Meeting – Room 202 – UA-PTC Business & Industry Center  
January 26, 2023 – 11:30am

PAGE

Call to Order/Welcome New Board Members	Bryan Day	
<ul style="list-style-type: none"> <li>Sharon Cantrell (Proxy) for Dr. Summer Lee DeProw – UA-PTC</li> <li>Bridget Glover – Division of Services for the Blind (DSB)</li> <li>Miguel Lopez – Encore Bank</li> <li>Darlene Owens – AR Rehabilitation Services</li> <li>Wesley Vinson – Little Rock Job Corps Center</li> </ul>		
Taping of Meeting	Bryan Day	
Roll Call/Determine Quorum	Tanisha Lawson	
Minutes Previous Meeting ( <b>ACTION ITEM</b> )	Bryan Day	
<ul style="list-style-type: none"> <li>September 22, 2022 – Room 150 LRWFDC</li> </ul>		Attached
Ratify Actions of the Executive Committee ( <b>ACTION ITEMS</b> )	Bryan Day	
<ul style="list-style-type: none"> <li>December 12, 2022 – Approve Financial Audit Consultant</li> <li>December 12, 2022 – Approve Comm. &amp; Outreach Consultant</li> </ul>	Bryan Day Bryan Day	
LRWDB Chair's Report	Bryan Day	
<ul style="list-style-type: none"> <li>Reschedule date of LRWDB Meeting - Discussion</li> <li>Each member complete the No Conflict of Interest Form</li> <li>Review Request to add \$60K to WIOA Budget</li> <li>Committee Reports <ul style="list-style-type: none"> <li>One-Stop Partners Advisory Committee</li> <li>Services to Persons with a Disability Committee</li> <li>Services to Youth Committee</li> </ul> </li> </ul>	Bryan Day Bryan Day Bryan Day Bryan Day Jo Keegan Open Kathy Fulks	Attached Attached Cancelled
WIOA Service Provider's Report	Yolanda Carman	Attached
Executive Director's Report	W.J. Monagle	
<ul style="list-style-type: none"> <li>Activity Report</li> <li>Financial Report – Not ready at this time</li> </ul>		Attached
Announcements - Adjourn	Bryan Day	

January 26, 2023  
LRWDB Executive Director's December/January Report  
W.J. Monagle

I. Important Accomplishments and Notices (\*indicates more is on the LRWDB website)

1. \*As of 1/1/23 the LRWDB welcomes several new appointments of members that will be joining the LRWDB through appointment by CEO Mayor Frank Scott Jr. An orientation for new members will be announced in the coming weeks.
2. On 12/12/22 the RFP Review Panel for Outreach & Communications Consultant met and determined to again award the contract to PTi Learning and Performance. A contract was executed effective on 1/15/2023.

II. Outreach, Training and Attendance

1. \*On 11/6/22 a second RFP was issued for Financial Auditing Services (due 11/28/22), since only one response was received initially. Once again, only a single submission from FORVIS was received and the previous responder was no longer interested. Using Sole Source parameters, FORVIS won the award.
2. On 12/15/22 the LRWDB Executive Director attended the Community Relations and Workforce Council meeting at the Little Rock Job Corps Center.
3. On 12/16/22 the LRWDB Executive Director attended the Goodwill graduation event for four welding school participants completing their 20-week course.
4. \*On 12/17/22 the LRWFC Partners Advisory Committee held a Holiday Open House Event to welcome the public to the services available at the LRWFC. The partners each donated ten gifts to be distributed to families visiting all the tables.
5. On 12/22/22 Equus and LRWDB staff attended the graduation of seven inmates enrolled in the first Future Fit Program conducted by the UA-PTC and PCDF.
6. On 12/27/22 the LRWDB was featured prominently in an AR Democrat-Gazette article on the expansion of reentry programs by the Pathway Home 3 DOL grant.
7. On 1/1/23 the LRWDB was advertised on page 4 in the Book of Lists 2023 published by Arkansas Business. Copies are available to LRWDB members.
8. On 1/3/23 LRWDB Executive Director attended the ADWS Local Directors' T/A Session in which WIOA Program, Financial and Admin updates took place.
9. \*On 1/10/23 the LRWDB, Equus and the Mosaic Church partnered with other sponsors to produce the Winter Job Fair. The very successful event (see flyer attached) was attended by 33 employers and more than 140 jobseekers.
10. \*On 1/24/23 the LRWFC and Equus, in partnership with the North Central WDB sponsored a recruiting event in Searcy, AR for the TANF CDL Grant program.
11. \*On 1/26/23 Equus and the LRWDB will host the 2<sup>nd</sup> Rock City Reentry Lunch & Learn for PH3 with its partner at the UA-PTC Business and Industry Center.

III. Budget and Financials – No financial report for review at the time of this meeting.

IV. Next Steps –

1. The next meeting of the full LRWDB is TBD.
2. The next meeting of the LRWDB Executive Committee is TBD.
3. The LRWDB Executive Director will be on vacation 2/16-24/23.

# AGENDA

Little Rock Workforce Development Board  
Full Board Meeting – Room 150 – Little Rock Workforce Center  
March 8, 2023 – 12:00am

PAGE

Call to Order	Bryan Day	
Taping of Meeting	Bryan Day	
Roll Call/Determine Quorum	Shannon Rast	
Minutes Previous Meeting ( <b>ACTION ITEM</b> )	Bryan Day	
<ul style="list-style-type: none"> <li>January 26, 2023 – Room 202 UA-PTC BIC</li> </ul>		Attached
Ratify Actions of the Executive Committee	Bryan Day	
<ul style="list-style-type: none"> <li>The Executive Committee's action were ratified previously</li> </ul>		
LRWDB Chair's Report	Bryan Day	
<ul style="list-style-type: none"> <li>Review proposed Bylaws and Policy Amendments                             <ul style="list-style-type: none"> <li>Member Removal for "Cause" or otherwise (<b>ACTION ITEM</b>)</li> <li>Process for New and Reappointed Members (<b>ACTION ITEM</b>)</li> <li>Process to Assure Member Participation (<b>ACTION ITEM</b>)</li> <li>"Allowability of Costs" and "Level II" in Financial Policy (<b>ACTION ITEM</b>)</li> <li>Subrecipient Travel Policy &amp; Tipping (<b>ACTION ITEM</b>)</li> </ul> </li> <li>Committee Reports                             <ul style="list-style-type: none"> <li>One-Stop Partners Advisory Committee</li> <li>Services to Persons with a Disability Committee</li> <li>Services to Youth Committee</li> </ul> </li> <li>RFP 2022 Review Panels – Financial Audit; Communications</li> </ul>	Bryan Day Bryan Day Jo Keegan Open Kathy Fulks Bryan Day	Attached Attached Attached Attached Attached Cancelled Attached
WIOA Service Provider's Report	Sheena Fluker	Attached
Executive Director's Report	W.J. Monagle	
<ul style="list-style-type: none"> <li>Activity Report</li> <li>Financial Report</li> </ul>		Attached
Announcements - Adjourn	Bryan Day	

March 8, 2023  
LRWDB Executive Director's February/March Report  
W.J. Monagle

I. Important Accomplishments and Notices (\*indicates more is on the LRWDB website)

1. \*As of 3/1/23 the LRWDB is on track to welcome several more appointments of members joining the LRWDB by appointment of CEO Mayor Frank Scott Jr.
2. On 1/30/23 the LRWDB received a Letter of Non-Compliance from the ADWS for having failed to provide a 2<sup>nd</sup> Response to PY19 and first Response to PY20 WIOA Monitoring Reports. A response to each was submitted on 2/17/2023.
3. On 2/2/23 the LRWDB received the PY21 WIOA Monitoring Report. The report included seven program findings, eleven financial findings and one management concern; a response to all findings was submitted on 3/3/2023.
4. \*On 2/28/23 the ADWS-TANF unit provided a no-cost extension of the \$726K CDL Training Program until 6/30/23 serving both White and Pulaski Counties.
5. \*On 3/1/23 the ADWS-TANF unit provided an additional \$110K and extension of Pipeline to Employment Project in partnership with Our House until 6/30/23.

II. Outreach, Training and Attendance

1. On 2/16/23 the LRWDB contacted FORVIS, its Financial Auditing Services firm (formerly BKD), to establish a field visit to take place the week of 3/13/2023.
2. \*On 2/25/22 the LRWDB and Equus partnered with other organizations at the Mosaic Templars Museum for an HBCU Career and Education Exploration event to orient students to the services available at the LRWFC and others.
3. \*On 2/27/23 the LRWDB advertised on page 37 of Capital Assets – Little Rock Regional Chamber Business Guide 2023 that is published by Arkansas Business and used to attract employers to Little Rock. Copies are available to members.
4. \*On 3/1/23 the LRWDB and PTi Consultants met with website developer and host, WEB Intl., to discuss updates to the LRWDB website to improve the navigation, presentation, and user experience of those visiting our website.
5. \*On 3/2/23 Equus and LRWDB staff attended the graduation of five inmates from the second Future Fit Program conducted by the UA-PTC and PCDF. The next class already has eight enrollees with more anticipated before 3/14/2023.
6. \*On 3/6/23 Equus starts its “Roadmaps to Success” every Monday in March, a 4-week comprehensive job-readiness/job search classes ending with job interviews.
7. On 3/7/23 LRWDB Executive Director attended the ADWS/WIOA T/A Session.
8. \*On 3/15/23 the LRWFC and Equus, in partnership with the North Central WDB will sponsor a recruiting event in Searcy, AR for the TANF CDL Grant program.

III. Budget and Financials – No financial report for review at the time of this meeting.

IV. Next Steps –

1. The next meetings of the LRWDB are TBD.
2. The LRWDB will need to be certified by its CEO by 3/15/2023.
3. The LR Workforce Center will need to be certified on 3/30/2023.
4. The LRWDB Four-Year Local Plan Update is due to ADWS on 4/15/23.

# AGENDA

Little Rock Workforce Development Board  
Full Board Meeting – Room 150 – Little Rock Workforce Center  
April 20, 2023 – 12:00am

## PAGE

Call to Order	Bryan Day	
Taping of Meeting	Bryan Day	
Roll Call/Determine Quorum	Shannon Rast	
Minutes Previous Meeting ( <b>ACTION ITEM</b> )	Bryan Day	
<ul style="list-style-type: none"><li>March 8, 2023 – McCarther-South Conf. Room 150</li></ul>		Attached
Ratify Actions of the Executive Committee – March 30, 2023	Bryan Day	
<ul style="list-style-type: none"><li>The LRWDB Local Plan 2-year Updates and Modifications (<b>ACTION ITEM</b>)</li><li>The Regional Plan Updates and Modifications (<b>ACTION ITEM</b>)</li></ul>		Attached Attached
LRWDB Chair's Report	Bryan Day	
<ul style="list-style-type: none"><li>Nominating Committee and Election of LRWDB Officers</li><li>Committee Reports<ul style="list-style-type: none"><li>One-Stop Partners Advisory Committee</li><li>Services to Persons with a Disability Committee</li><li>Services to Youth Committee</li></ul></li></ul>	Bryan Day Jo Keegan Open Kathy Fulks	
WIOA Service Provider's Report	Sheena Fluker	Attached
Executive Director's Report	W.J. Monagle	
<ul style="list-style-type: none"><li>Activity Report</li><li>Financial Report</li></ul>		Attached Attached
Announcements - Adjourn	Bryan Day	

April 20, 2023  
LRWDB Executive Director's Report  
W.J. Monagle

I. Important Accomplishments and Notices (\*indicates more is on the LRWDB website)

1. \*On 3/31/23, despite sheltering from an F3 tornado, the LRWDB submitted the signed and completed Comprehensive Center Certification form to ADWS.
2. On 4/6/23 the LRWDB received a Final Determination from the ADWS for the PY19 WIOA Monitoring Report. The Final Determination included seven unresolved financial findings, prompting an appeal submitted on 4/14/2023.
3. On 4/12/23 the ADWS provided the LRWDB with a 2-week extension of the PY22 WIOA Monitoring until 6/5/23. Required documentation is due 5/1/23.
4. \*On 4/14/23 the LRWDB Two-Year Local & Regional Plan Updates were submitted to ADWS. The LRWDB Executive Committee approved the updates on 3/30/23 and announced a 30-day public comment period in ARDG on 4/2/23.

II. Outreach, Training and Attendance

1. \*On 3/28-29/23 Equus and LRWDB staff attended the IR3 Conference on Petit Jean Mtn., hosted by the Restore Hope Initiative-100 Families and the Winthrop Rockefeller Institute to discuss alternate sentencing at the District Court level.
2. On 3/30/23 the LRWDB confirmed with FORVIS, its Financial Auditing Services firm, to establish a field visit to take place the week of 5/15-19/2023.
3. \*On 4/3/23 the LRWDB and City of Little Rock Grants Mgmt. Dept. began conversations about potential re-employment and disaster funding as a result of the F3 tornado. These funds are called National Dislocated Worker Grants (NDWG) – Natural Disaster. They can assist citizens whose employment was terminated or negatively impacted by the natural disaster and/or those with long-term unemployment histories.
4. \*On 4/4/23 Equus started its April “Take Action Tuesday” schedule with “She Build,” an organization empowering women to join the traditional construction trades; other TAT topics include Dislocated Worker, Youth, and Skills Spotlight.
5. On 4/4/23 LRWDB Executive Director attended the ADWS/WIOA T/A Session.
6. \*On 4/11/23 the LRWFC Partners Advisory Committee met and discussed current programs and agency responses to the F3 tornado of 3/31/23.
7. \*On 4/13/23 the LRWDB and Global Ties AR reached agreement to serve as Professional Host of record for YSEALI participant Ms. “Yi” Thing Khor from Penang, Malaysia in the Professional Fellows Program of the US State Dept. Ms. Khor will be in AR for four weeks, spending time with multiple organizations.

III. Budget and Financials – No financial report for review at the time of this meeting.

IV. Next Steps –

1. \*The next meetings of the LRWDB are now published on the LRWDB website.
2. The LRWDB will prepare for and undergo annual financial audit 5/15-19/23.
3. The LRWDB will prepare for and undergo PY22 WIOA Monitoring 6/5-9/23.
4. The LRWDB will prepare new LRWFC MOU and IFA to go into effect 7/1/23.

# AGENDA

Little Rock Workforce Development Board  
Full Board Meeting – Room 150 – Little Rock Workforce Center  
June 15, 2023 – 12:00am

PAGE

Call to Order	Bryan Day	
Taping of Meeting	Bryan Day	
Roll Call/Determine Quorum	Tanisha Lawson	
Minutes Previous Meeting ( <b>ACTION ITEM</b> )	Bryan Day	
<ul style="list-style-type: none"> <li>April 20, 2023</li> </ul>		Attached
Ratify Actions of the Executive Committee	Bryan Day	
<ul style="list-style-type: none"> <li>The Executive Committee's actions were ratified previously</li> </ul>		
LRWDB Chair's Report	Bryan Day	
<ul style="list-style-type: none"> <li>Review Draft of 2022 Financial Audit</li> <li>Approval of PY 2023 Budget (<b>ACTION ITEM</b>)</li> <li>Committee Reports                             <ul style="list-style-type: none"> <li>Nominating Committee – Officer Elections (<b>ACTION ITEM</b>)</li> <li>One-Stop Partners Advisory Committee</li> <li>Services to Persons with a Disability Committee</li> <li>Services to Youth Committee</li> </ul> </li> <li>RFP 2023 Review Panels – Legal</li> <li>Conflict of Interest forms – Cannot be Pre-dated</li> </ul>	Bryan Day Bryan Day Bryan Day Jo Keegan Jo Keegan Open Kathy Fulks Bryan Day Bryan Day	Handout Attached  Handout  Cancelled Cancelled  Handout
WIOA Service Provider's Report	Sheena Fluker	Attached
Executive Director's Report	W.J. Monagle	
<ul style="list-style-type: none"> <li>Activity Report</li> <li>Financial Report</li> </ul>		Attached
Announcements - Adjourn	Bryan Day	

June 15, 2023  
LRWDB Executive Director's Report  
W.J. Monagle

I. Important Accomplishments and Notices (\*indicates more is on the LRWDB website)

1. \*On 5/15-19/23 the LRWDB hosted its Financial Auditing Services firm, FORVIS, to conduct a field visit to perform the 2022 Single Financial Audit.
2. On 6/1/23 the LRWDB Executive Director and WLJ legal counsel received an appeal hearing before the AR Appel Tribunal regarding the Final Determination from the ADWS for the PY19 WIOA Monitoring Report. The Appeal contests five unresolved financial findings, extending the date of submitting proposed Finding of Facts and Conclusions of Law until 6/30/23.
3. On 6/2/23 the Secretary of Commerce and ADWS staff provided the LRWDB Chair and Executive Director with an opportunity to discuss and resolve issues from the PY19, PY20 and PY21 WIOA Monitoring Reports. PY19 was put aside due to the Appeal Hearing above, but PY20 and PY21 were discussed.
4. On 6/5/23 the LRWDB began its PY22 WIOA Monitoring Visit with an ADWS Entrance Interview. The LRWDB was provided an initial meeting on 6/7/23 to review 20 pages of questions and concerns that the monitoring team had found.
5. As of 6/12/23 the LRWDB is negotiating with TANF for the 9/30/23 extension of WBLP & Pipeline 2 Employment at Our House and CDL Expansion Grants.

II. Outreach, Training and Attendance

1. \*On 5/2/23 Equus started its May "Take Action Tuesday" schedule with "TANF CDL Expansion Grant," and followed that with other TAT topics include Skills Spotlight, ARCare, Trio EOC and Job Seeker Workshops every Tuesday in May.
2. Between 5/17 & 6/2/23 Equus, ADWS and LRWDB staff met with members of the AR Air & Army National Guard to pilot a program to be named AiMHI for recruits and others in the Guard who are under-employed and need of career and employment assistance. Unfortunately, it did not accomplish lift-off at this time.
3. \*On 5/19/23 the LRWDB said farewell to YSEALI participant Ms. "Yi" Thing Khor from Penang, Malaysia in the Professional Fellows Program of the USDS.
4. On 6/5/23 the LRWDB and City of Little Rock Grants Mgmt. Dept. revived conversations about potential re-employment and disaster funding as a result of the F3 tornado. These funds are called National Dislocated Worker Grants (NDWG) – Natural Disaster. They are proposing a tree canopy restoration program, debris-to-curb program and possibly mental health counseling.
5. On 6/9/23 LRWDB Executive Director attended the ADWS/WIOA T/A Session.

III. Budget and Financials – A Projected PY23 Budget.

IV. Next Steps –

1. \*The LRWDB PY23 Budget developed in whole.
2. \*The LRWDB will accept and certify the 2022 annual financial audit by 6/30/23.
3. The LRWDB will continue to respond to the PY22 WIOA Monitoring Visit.
4. The LRWDB will prepare new LRWFC MOU and IFA to go into effect 7/1/23.



# AGENDA

Little Rock Workforce Development Board  
Executive Committee Meeting – LRWFC Room 150  
July 27, 2023  
12pm - Noon

PAGE

Call to Order/Welcome	Tammy Wheaton	
Taping of Meeting	W.J. Monagle	
Roll Call/Determine Quorum	Tanisha Lawson	
Minutes Previous Meetings	Tammy Wheaton	
• January 27, 2022 ( <b>ACTION ITEM</b> )		Attached
• March 30, 2023 ( <b>ACTION ITEM</b> )		Attached
LRWDB Chair's Report	Tammy Wheaton	
• Chair's Comments –		
○ ADWS PY19-PY21 Monitoring Reports & LWDB Certification		
○ Board Member Training Agenda – August 17, 2023		Attached
○ PY23 Budget ( <b>ACTION ITEM</b> )		Attached
• Standing Committee Reports		
○ One-Stop Partners Advisory Committee	Jo Keegan	
○ Services to Persons with a Disability Committee	No Chair	
○ Services to Youth Committee	Kathy Fulks	
WIOA Service Provider's Report	Sheena Fluker	Attached
Executive Director's Report	W.J. Monagle	
• Activity Report		Attached
Other Business	Tammy Wheaton	
• Meeting Schedule:		
○ Full Board – August 17, 2023		
Announcements - Adjourn	Tammy Wheaton	

July 20, 2023  
LRWDB Executive Director's Report  
W.J. Monagle

I. Important Accomplishments and Notices (\*indicates more is on the LRWDB website)

1. On 6/28/23 the LRWDB Executive Director submitted the 2<sup>nd</sup> Response to the ADWS LWDB Certification Team's Denial of the LRWDB Certification.
2. \*On 7/6/23 the ADWS issued the annual allocation to all LWDAs. The State received \$1.1 less than in PY22 (-6.5%). The LRWDA received: \$291,969 for Youth (-25%); \$289,613 for Adult (-12%); and \$259,657 for DW (-17%).
3. On 7/11/23 the LRWDB Vice Chair and Executive Director met with top state officials and the Chairs and CEOs of all ten areas to discuss the future of the Arkansas workforce delivery system and the structure of American Job Centers in the wake of the recent workforce center closures.
4. On 7/19/23 the LRWDB submitted its 2<sup>nd</sup> Response to the ADWS PY21 Monitoring Report, accepting its definitions and conclusions regarding certain members' representation status and pledging to reassign and reformulate the LRWDB membership to reflect those conclusions until we can show otherwise.
5. On 7/21/23 the LRWDB received a Non-Compliance Letter from ADWS for not properly applying the 10% de minimis indirect cost rate to all of its federal grants. The LRWDB has until 8/18/23 to respond and rectify the situation.
6. On 7/28/23 the PY22 WIOA Monitoring Visit of the LRWDB by the ADWS will conclude with an Exit Interview which will be followed by its report.

II. Outreach, Training and Attendance

1. On 6/30/23 the LRWDB Partners Advisory Committee Chair and Executive Director met with ADWS staff to discuss the PY23 Infrastructure Funding Agreement (IFA) and Workforce Center MOU. With the major transition of TANF to DHS and the resultant emptying of the LRWFC, it may take 1-3 months to quantify the space held by each participating agency or partner.
2. \*On 7/16/23 the LRWDB issued an RFP for Legal Services in the AR Democrat-Gazette. Proposals are due 8/11/23 with a decision projected by 8/16/23.
3. On 7/18/23 LRWDB Executive Director and Equus mgmt. staff met with ADWS leadership to discuss solutions to the growing waiting list of 191 potential WIOA applicants in the LRWDA. Additional resources and assistance may be coming.
4. \*On 7/19/23 LRWDB Executive Director attended the Tech Hubs Regional Consortium In-Person Meeting hosted by the City of Little Rock at UALR.
5. On 7/26/23 the LRWDB Partners Advisory Committee met to discuss the current LR Workforce Center issues and concerns.

III. Budget and Financials – The PY23 Annual Budget is submitted for your review.

IV. Next Steps –

1. The LRWDB will respond to the 7/21/23 ADWS Non-Compliance Letter.
2. The LRWDB will accept and certify the 2022 annual financial audit by 8/31/23.

# AGENDA

Little Rock Workforce Development Board  
Full Board Meeting – Room 150 – Little Rock Workforce Center  
August 17, 2023 – 12:00-1:30pm

PAGE

Call to Order	Bryan Day	
Taping of Meeting	Bryan Day	
Roll Call/Determine Quorum	Tanisha Lawson	
Minutes Previous Meeting ( <b>ACTION ITEM</b> )	Bryan Day	
<ul style="list-style-type: none"><li>June 15, 2023</li></ul>		Attached
Ratify Actions of the Executive Committee	Bryan Day	
<ul style="list-style-type: none"><li>The Equus Workforce Solutions PY23 Budget</li></ul>		Attached
LRWDB Chair's Report	Bryan Day	
<ul style="list-style-type: none"><li>Approval of LRWDB PY23 Budget (<b>ACTION ITEM</b>)</li><li>RFP 2023 Review Panels – Legal (<b>ACTION ITEM</b>)</li><li>Nullification of Previous Election of Officers (<b>ACTION ITEM</b>)</li><li>Election of LRWDB Officers (<b>ACTION ITEM</b>)</li><li>LWDB Training</li><li>LRWDB Bylaws Amendments (<b>ACTION ITEM</b>)</li></ul>	Bryan Day Bryan Day Bryan Day Bryan Day Becky Parkerson LRWDB Chair	Attached Attached Attached Attached Attached Attached
WIOA Service Provider's Report (if time allows)	Sheena Fluker	Attached
Executive Director's Report (if time allows)	W.J. Monagle	
<ul style="list-style-type: none"><li>Activity Report</li></ul>		Attached
Announcements - Adjourn	LRWDB Chair	

August 17, 2023  
LRWDB Executive Director's Report  
W.J. Monagle

I. Important Accomplishments and Notices (\*indicates more is on the LRWDB website)

1. On 6/28/23 the LRWDB Executive Director submitted the 2<sup>nd</sup> Response to the ADWS LWDB Certification Team's Denial of the LRWDB Certification, resulting in the reorganization of members and re-election of officers.
2. \*On 7/6/23 the ADWS issued the annual allocation to all LWDAs. The State received \$1.1 less than in PY22 (-6.5%). The LRWDA received: \$291,969 for Youth (-25%); \$289,613 for Adult (-12%); and \$259,657 for DW (-17%).
3. On 7/21/23 the LRWDB received a Non-Compliance Letter from ADWS for not properly applying the 10% de minimis indirect cost rate to all of its federal grants. The LRWDB has until 8/18/23 to respond and rectify the situation.
4. On 7/28/23 the PY22 WIOA Monitoring Visit of the LRWDB by the ADWS concluded with an Exit Interview which will be followed by its report.
5. On 8/14/23 the LRWDB received the ADWS Final Determination of the PY20 Monitoring Report. This report concluded that there are still unresolved findings including disallowed costs totaling \$62,782.84. We have ten days to appeal.

II. Outreach, Training and Attendance

1. \*On 8/7/23 the LRWDB Executive Director delivered several documents in support of and commitment to the AMETHYST Consortium, coordinated by the City of Little Rock, UAMS and regional tech hubs to submit a 10-county grant.
2. \*On 8/9/23 the LRWDB Executive Director met with DOL and Pathway Home 3 Reentry staff from around the country to discuss current challenges, barriers and solutions to the implementation of pre-release reentry training programs.
3. \*On 8/9/23 LRWDB Executive Director and CAPDD WIOA Manager met with outreach and communications consultant to discuss ways and means of growing regional collaborations, communication and relationships between the LWDAs.
4. On 8/10/23 the LRWDB reached out to the USDOL-Cost & Price Determination Division as a step in resolving the indirect cost rate and initiating a process to receive an indirect cost rate from our cognizant federal agency. Once submitted, the process may take 3-4 months to quantify the Indirect Cost Rate (ICR.)
5. \*By 8/11/23 the LRWDB received two (2) responses to its RFP for Legal Services. Proposals are under review with a decision projected by 8/18/23.
6. On 8/22/23 the LRWDB Partners Advisory Committee will meet to discuss the current LR Workforce Center issues and concerns.

III. Budget and Financials – The PY23 Annual Budget is submitted for your review.

IV. Next Steps –

1. The LRWDB will respond to the 7/21/23 ADWS Non-Compliance Letter.
2. The LRWDB will appeal the decision of the PY19 monitoring report to DOL
3. The LRWDB will accept and certify the 2022 annual financial audit by 8/31/23.

# AGENDA

Little Rock Workforce Development Board  
Executive Committee Meeting – LRWFC Room 150  
September 21, 2023  
12pm - Noon

## PAGE

Call to Order/Welcome	Miguel Lopez	
Taping of Meeting	W.J. Monagle	
Roll Call/Determine Quorum	Tanisha Lawson	
Minutes Previous Meetings	Miguel Lopez	
• July 27, 2023 ( <b>ACTION ITEM</b> )		Attached
LRWDB Chair's Report	Miguel Lopez	
• Chair's Comments –		
○ Board Member Recruitment Efforts		
• Standing Committee Reports		
○ One-Stop Partners Advisory Committee	Jo Keegan	
○ Services to Persons with a Disability Committee	Darlene Owens	
○ Services to Youth Committee	Open	
WIOA Service Provider's Report	Yolanda Carman	Verbal
Executive Director's Report	W.J. Monagle	
• Activity Report		Attached
Other Business	Miguel Lopez	
• Meeting Schedule:		
○ Full Board – October 19, 2023		
Announcements - Adjourn	Miguel Lopez	

September 21, 2023  
LRWDB Executive Director's Report  
W.J. Monagle

I. Important Accomplishments and Notices (\*indicates more is on the LRWDB website)

1. On 8/25/23 the LRWDB Executive Director submitted the LWDB Certification Form to ADWS requesting provisional certification based upon the LRWDB's efforts in recruiting new, and reorganization of existing, members. The LRWDB is hoping it will receive conditional certification on or before 9/30/23.
2. \*On 8/18/23 the LRWDB received the final signed contracts from Equus Workforce Solutions for PY23 WIOA Title I Services and One-Stop Operator. The contracts are for a total of \$675,000 and retroactively date to 7/1/23.
3. On 9/15/23 the LRWDB submitted a response to a Non-Compliance Letter from ADWS for not properly applying the 10% de minimis indirect cost rate to all of its federal grants. The LRWDB has made significant strides in meeting the mandates of the LONC and will seek Technical Assistance and an extension until 9/30/23. In addition, the LRWDB has contacted the USDOL to notify that it will seek a Negotiated Indirect Cost Rate with the cognizant agency.
4. On 9/15/23 the LRWDB attended a scheduling conference with staff from the ADWS and the Arkansas Appeal Tribunal to set the timeline for the LRWDB appeal of the Final Determination of the PY20 Monitoring Report. This appeal will not require parties to appear in court and will be determined by 10/24/23.

II. Outreach, Training and Attendance

1. On 8/30/23 the LRWDB Executive Director met with incoming board chair Miguel Lopez to discuss current issues involving monitoring reports and the reorganization of the LRWDB by representative category. The tacos were great!
2. \*On 9/7/23 the LRWDB Executive Director and Equus program staff attended the fifth graduation event of the Future Fit program under the Pathway Home 3 Reentry grant. There were six graduates in this cohort of pre-release programs.
3. On 9/20/23 LRWDB Executive Director and CAPDD WIOA Manager met with outreach and communications consultant to discuss ways and means of growing regional collaborations, communication, and relationships between the LWDAs.
4. \*As a result of the discussions above, on 9/26/23 the LRWDB and CAPDD have been asked to deliver a joint presentation to the AR Workforce Development Board at its quarterly meeting to take place at the AR Poultry Federation.
5. \*On 9/28/23 the LRWDB Executive Director will attend the Community Relations and Workforce Council meeting of the Little Rock Job Corps Center.

III. Budget and Financials – No financial report - Executive Committee meeting only.

IV. Next Steps –

1. The LRWDB will finally resolve the 7/21/23 ADWS Non-Compliance Letter.
2. The LRWDB will submit application for NICR to DOL
3. \*The LRWDB will accept and certify the 2022 annual financial audit by 9/30/23.

# AGENDA

Little Rock Workforce Development Board  
Full Board Meeting – Room 150 – Little Rock Workforce Center  
October 19, 2023 – 12:00-1:00pm

## PAGE

Call to Order	Miguel Lopez	
Taping of Meeting	Miguel Lopez	
Roll Call/Determine Quorum	Tanisha Lawson	
Minutes Previous Meeting ( <b>ACTION ITEM</b> )	Miguel Lopez	
<ul style="list-style-type: none"><li>August 17, 2023</li></ul>		Attached
Ratify Actions of the Executive Committee	Miguel Lopez	
<ul style="list-style-type: none"><li>There were no actions taken by the Executive Committee</li></ul>		
LRWDB Chair's Report	Miguel Lopez	
<ul style="list-style-type: none"><li>LRWDB Training – Summary &amp; Conclusions</li></ul>	Becky Parkerson	Attached
<ul style="list-style-type: none"><li>LRWDB Bylaws Amendments (<b>ACTION ITEM</b>)</li></ul>	Becky Parkerson	Attached
WIOA Service Provider's Report	Sheena Fluker	Attached
<ul style="list-style-type: none"><li>PY22 Performance Outcomes</li></ul>		
<ul style="list-style-type: none"><li>Pathway Home 3 Reentry Grant Status Report</li></ul>	Courtney Darrow	
Executive Director's Report	W.J. Monagle	
<ul style="list-style-type: none"><li>Activity Report</li></ul>		Attached
Announcements - Adjourn	LRWDB Chair	

October 19, 2023  
LRWDB Executive Director's Report  
W.J. Monagle

I. Important Accomplishments and Notices (\*indicates more is on the LRWDB website)

1. On 10/6/23 the LRWDB provided ADWS Hearing Officer with its position paper and additional evidence in its appeal of the PY20 Monitoring Report.
2. \*On 10/9/23 the LRWDB received a letter of approval from ADWS for the 2023 Certification for the Arkansas Workforce Center at Little Rock, effective 6/1/23.
3. \*On 10/9/23 the LRWDB received a letter of approval from ADWS for its 2-year Regional and Local Plan modifications and updates.
4. On 10/9/23 the LRWDB received a letter of provisional approval from ADWS for the 2023 Board Recertification, pending the meeting of three conditions within seven (7) calendar days, which passed without resolution. The ADWS has proposed 10/31/23 as the additional time to identify new members and resolve.
5. On 10/9/23 the LRWDB received notice from the Arkansas Department of Human Services (DHS) that it will conduct a desk review of the TANF Pipeline 2 Employment grant we received in partnership with Our House since 3/1/22.
6. On 10/16/23 the LRWDB Executive Director observed his 16-year work anniversary at the LRWDB.

II. Outreach, Training and Attendance

1. \*On 9/26/23 the LRWDB Executive Director presented to the Arkansas Workforce Development Board in tandem with the Central AR WIOA director on regional planning and coordination efforts between the two areas.
2. On 10/1/23 the LRWDB highlighted and promoted the National Disability Employment Awareness Month (NDEAM) programs on its website and SM.
3. On 10/12/23 the Equus and Pathway Home 3 Reentry staff from the Super Six programs from around the country to discuss current challenges and solutions.
4. On 10/17/23 the LRWDB Executive Director responded to a further survey to self-assign which subcommittees to attend in support of the AMETHYST Consortium, an effort to win the grant and achieve Tech Hub Designation.
5. On 10/18/23 the LRWDB Partners Advisory Committee met to discuss the current LR Workforce Center issues and partner concerns.
6. On 10/27/23 the LRWDB Executive Director will present at "Curating the Future 2023" a workforce development summit hosted by the City of Little Rock and encourages your registration at <https://www.tinyurl.com/CLRworkforce>

III. Budget and Financials – We are anticipating completion of the annual Financial Audit

IV. Next Steps –

1. The LRWDB will respond to the 10/9/23 Board Recertification Letter.
2. LRWDB and Equus staff will attend the AR WIOA Annual Partners Conference in Hot Springs, AR November 7-9, 2023.