

# AGENDA

Little Rock Workforce Development Board  
Executive Committee Meeting  
Little Rock, Arkansas  
September 22, 2016  
Noon

		Page
Call to Order/Welcome	Bryan Day	
Taping of Meeting	Bryan Day	
Roll Call/Determine Quorum	Janet Davis	
Minutes Previous Meeting	Bryan Day	2-3
<ul style="list-style-type: none"><li>August 25, 2016 Executive Committee (<b>ACTION ITEM</b>)</li></ul>		
Executive Director's Report	W.J. Monagle	
<ul style="list-style-type: none"><li>Activity Report</li></ul>		4
WIOA Service Provider/One Stop Operator's Report	Stacy Hagan	
Chairman's Report	Bryan Day	
<ul style="list-style-type: none"><li>Committee Reports</li><li>Nominating Committee</li></ul>		
Strategic Plan Development	Becky Parkerson	
Other Business		
Announcements/Meeting Schedule		
<ul style="list-style-type: none"><li>Full Board October 27, 2016</li></ul>		
Adjourn		

MINUTES  
Little Rock Workforce Development Board  
Executive Committee Meeting  
August 25, 2016

PRESENT

Executive Committee Members: Bryan Day, Brian Itzkowitz, James McCarther, Bentley Wallace, Linda Kindy, Kathy Fulks, Jo Keegan  
LRWDB Staff: W.J. Monagle, Janet Davis, Marie Boyce  
LRWDB Attorney: Steve Riggs  
Arbor E&T: Farrah Hammond  
AR DWS: LaJoy Montgomery, Mary Wilson, Tanya Plunkett  
PTI: Becky Parkerson  
Guest: Jolla Robinson

ORDER/ROLL CALL

Chairman Day called the meeting to order at 12:00 p.m. and the audience was reminded that the meeting was being recorded for assistance in preparing the minutes. Janet Davis called roll and it was determined that a quorum was present.

MINUTES PREVIOUS MEETING

Upon a motion by Bentley Wallace, duly seconded by James McCarther, it was unanimously **RESOLVED:** To approve the minutes of the June 23, 2016 meeting as presented.

EXECUTIVE DIRECTOR'S REPORT

Activity Report

Director Monagle presented the June 23, 2016 Director's Report. He provided details on the following:

- The LRWDB and Central Arkansas WDB are now a Regional Area. Discussions have been held on things we can do jointly. On August 10, 2016 a phone conference was held to discuss a possible joint grant submission in response to the DOL-ETA released funding announcement for the America's Promise Job Driven Grant Program. Working as a regional coalition for the first time, the group researched and determined that the grant requirements would not allow a workable model for our region.
- On August 16, 2016, the LRWDB continued its On-Site On-Target series of community outreach and discussion as it was hosted by the Arkansas Lighthouse for the Blind to a tour and discussion of its manufacturing facility, which boasts a 75% employment rate of persons who are blind or sight impaired. Twenty-five attended.

Financial Report

Upon a motion by James McCarther, duly seconded by Kathy Fulks, it was unanimously **RESOLVED:** To approve the July 2016 monthly financial reports as presented.

WIOA SERVICE PROVIDER/ONE-STOP OPERATOR REPORT

Farrah Hammond reported on the following:

- Summer Youth Employment Program
  - WIOA
  - AR Promise
  - Awards and Incentives
- One-Stop Center activities
- Services provided to employers

- Program success stories
- October 26, 2016 Fall Job Fair

Ms. Hammond reported that Arbor is currently meeting 9 of the 9 WIOA performance measures. She discussed WIOA performance goals.

## COMMITTEES

### Youth Services Committee

Committee Chair Kathy Fulks reported on Committee meetings. She provided details on the following:

- YouthBuild Proposal submitted to DOL
- Summer Program Employers
- LRWDB monitoring Summer Work Experience Programs
- Youth Program Incentives and Awards
- YouthBuild enrollments
- Youth out-of-school enrollments and plan

### One-Stop Services

Linda Kindy reported for Jo Keegan. She provided details on the following:

- One-Stop Partners meeting
- Veterans Conference in Hot Springs AR
- Additional disabled parking spots in front for disabled staff
- TANF training
- Goodwill forklift training program
- Recruiting for all programs

Chairman Day thanked Ms. Fulks and Ms. Kindy for their reports.

Chairman Day stated that he would like the entire board to take a more active role in reaching our goals. Discussion was held on holding full board meetings every other month. He requested feedback from all.

## STRATEGIC PLAN DEVELOPMENT

Chairman Day turned the meeting over to Becky Parkerson.

Ms. Parkerson discussed development of LRWDB's Strategic Plan. She distributed a one page draft overview of LRWDB Strategies, Assets and Metrics for discussion and requested member's comments. The Committee discussed the draft and provided their suggestions and comments.

## FUTURE MEETING DATES

Executive Committee - September 22, 2016  
Quarterly Full Board - October 27, 2016

## ADJOURNMENT

With no further business to come before the Committee, the meeting adjourned at 1:15 pm.

Approved:

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September 22, 2016  
LRWDB Executive Director's Report  
W.J. Monagle

I. Important Accomplishments and Notices

- On 9/1/16 the LRWDB executive director attended the monthly meeting with the ADWS Director and senior staff with the 10 LWDB Administrators to discuss and convey information and updates on WIOA transition and project updates.
- On 9/12/16 the LRWDB executive director and staff had their first meeting with BKD, Inc. in planning and coordinating the PY2015 financial audit.
- On 9/13/16, the 4<sup>th</sup> Community Stakeholders Interview was conducted by LRWDB staff and consultant with local education experts including the director of AR Dept. of Career Education, the new LRSD superintendent, the UALR Director of Distributive Education, and others from LRSD's Adult Ed.

II. Outreach, Training and Attendance

- \*On 8/29-30/16 the LRWDB joined the AR Economic Developers Association and attended its annual conference, while also joining ADWS to run an ad in Arkansas Business that was widely distributed at the conference.
- \*On 9/7/16 LRWDB executive director and the YouthBuild program manager met with representatives from Detroit, Philadelphia, and Little Rock at the new Tendaji Youth Center on the campus of St. Mark Baptist Church to share and learn about My Brother's Keeper initiatives, with an aim toward developing public policies and services conducive to lifting up males of color.
- \*On 9/7/16 the LRWDB executive director lent support to a book drive for Baton Rouge flood victims begun by former LRSD teachers. Through outreach to ADWS, the Homeless Coalition and ViPS, 40+ boxes have been collected.
- \*On 9/8/16 the LRWDB executive director and Arbor E&T Project Director met with the new Job Corps center director and business services coordinator.
- On 9/13/16 the LRWDB executive director visited with the Schmieding Home Caregiver Training program on the UAMS campus. Schmieding is a partner of the LRWDB's recent YouthBuild submission.
- \*On 9/15/16 the LRWFC hosted a hiring event for the Arkansas Dept. of Veterans Affairs as it seeks CNA and other higher nursing professionals to staff its new facility in North Little Rock that will house veterans.
- \*On 9/16/16 the LRWDB executive director agreed with Global Ties Arkansas to serve as a host to a Youth Program and Services professional from Azerbaijan under the US State Dept.'s Professional Fellows program. Mr. Seymour Valiyev will spend 30 days visiting our community's youth services networks.

III. Budget and Financials

IV. Next Steps

- \*The next LRWDB meeting is scheduled for 10/27/2016.
- \*The Annual LRWFC Job Fair is on 10/26/16 from 9am to 12pm.
- Conduct the PY15 Financial Audit with BKD, Inc. the week of 10/3/16