

MINUTES – MEETING OF THE
CAREER EDUCATION AND WORKFORCE DEVELOPMENT BOARD

September 11, 2018
1:30 p.m.

The Career Education and Workforce Development Board was called to order by Chairman Hugh McDonald. The meeting was held at the Arkansas Rehabilitation Services, 525 West Capitol Avenue, Little Rock, Arkansas.

A record of member attendance is as follows:

PRESENT

Mr. Hugh McDonald, Chair
Mr. Scott Copas
Dr. Keith Vire
Dr. Jeff Standridge
Mr. Burton Weis
Mr. Steve Percival
Ms. Stacy Gunderman
Mr. Troy Keeping

Ex-Officio Nonvoting Members

Dr. Charisse Childers, Ex-Officio Secretary
Dr. Maria Markham
Mr. Bill Stovall

ABSENT

Mr. Michael Garner
Ms. Gina Radke, Vice Chair
Dr. Adam Arroyo
Dr. Jerry Cash
Ms. Jenifer Price

Ex-Officio Nonvoting Members

Mr. Mike Preston
Mr. Johnny Key
Dr. Richard Abernathy
Mr. Daryl Bassett

Mr. Hugh McDonald, Chair, called the meeting to order.

Mr. McDonald and the board sent their congratulations to Dr. Paul Beran on his new position as CEO Executive Director of the South Dakota Higher Education Board of Regents.

ACTION ITEM 1 – APPROVAL OF MINUTES OF JULY 10, 2018

On a motion by Ms. Gunderman and second by Dr. Vire, the Career Education and Workforce Development board unanimously approved the minutes of July 10, 2018.

ACTION ITEM 2 – SELECTION OF CHAIR AND VICE CHAIR

Mr. McDonald stated that it was time to elect a new chair and vice chair and these would be separate votes.

Ms. Gunderman recommended that Mr. Hugh McDonald be elected as the Chair.

On a motion by Ms. Gunderman and second by Mr. Copas, the Career Education and Workforce Development board unanimously approved the recommendation that Mr. Hugh McDonald be elected as the Chair beginning July 1, 2018 – June 30, 2019.

Ms. Gunderman recommended that Ms. Gina Radke be elected as the Vice Chair.

On a motion by Ms. Gunderman and second by Dr. Vire, the Career Education and Workforce Development board unanimously approved the recommendation that Ms. Gina Radke be elected as the Vice Chair beginning July 1, 2018 – June 30, 2019.

ACTION ITEM 3 – APPROVAL OF ARKANSAS REHABILITATION SERVICES FIELD POLICIES AND PROCEDURES MANUAL

Mr. Alan McClain, Commissioner, Arkansas Rehabilitation Services, stated in order to align the Arkansas Rehabilitation Services policies with recent changes in federal and state requirements, specifically the Workforce Innovation and Opportunities Act, Arkansas Rehabilitation Services has drafted updates to its Field Policy and Procedure Manual, which was last revised in 2014-2015.

Mr. McClain stated that these updates, showing deleted as well as additional language, will be sent to the Governor's office for approval to move forward with a 30-day public comment period, in accordance with the Administrative Procedures Act.

Mr. McClain stated that upon completion of the 30-day comment period, the updated Policy and Procedure Manual will be brought back to the board for adoption.

Mr. Carl Daughtery, Chief of Field Services, Arkansas Rehabilitation Services and Dr. Adrienne Robinson, Deputy Chief of Field Services, Arkansas Rehabilitation Services, presented a PowerPoint presentation with further information pertaining to the changes made to the Policy and Procedures Manual.

On a motion by Ms. Gunderman and second by Mr. Percival, the Career Education and Workforce Development board unanimously approved the request for the agency to begin the Legislative Rules and Regulations process for the revised Arkansas Rehabilitation Services Field Policies and Procedures Manual.

INFORMATIN ITEM 4 – DRAFT – STATE PLAN FOR REGISTERED APPRENTICESHIP EXPANSION AND DIVERSIFICATION

Dr. Charisse Childers, Director, stated that this item is an information item to present the State Plan for Registered Apprenticeship Expansion and Diversification to the CEWD Board. Individuals from the Department of Workforce Services were in attendance to make the presentation.

Dr. Childers provided the board members with some background information and an apprenticeship structure map t on how apprenticeship is structured in the State of Arkansas.

Dr. Childers introduced Mr. Lonnie Emard from Advanced Automation Consulting and Mr. Mark McManus from the Department of Workforce Services who provided information to the board in the spirit of transparency to communicate to partners and stakeholders within the registered apprenticeship space.

Mr. McManus stated that the Department of Workforce Services has received three federally funded U.S. Department of Labor registered apprenticeship-focused grants that are geared towards diversifying and expanding registered apprenticeship programs in both traditional and nontraditional industries and the number of apprentices across the State. Under the ApprenticeshipUSA State Accelerator planning grant, States are tasked with building partnerships and catalyzing existing strategies and new opportunities to expand and diversify registered apprenticeships.

Mr. McManus stated that the primary deliverable at the conclusion of the State Accelerator grant, which is November 30, 2018, is to submit a State Plan for Registered Apprenticeship Expansion and Diversification to the U. S. Department of Labor.

Mr. Lonnie Emard provided additional information and recommendations concerning the draft State Plan for Registered Apprenticeship Expansion and Diversification.

INFORMATION ITEM 5 – INTERIM STUDY TO REVISE THE METHOD OF FUNDING SECONDARY VOCATIONAL AREA CENTERS

Dr. Childers stated that an interim study proposal by Representative Hammer was provided in the board agenda materials. There will be a meeting at the end of September in State Agencies where this interim study proposal will be discussed. The board will be informed once the exact date is set.

Dr. Childers stated that this interim study puts into motion the conversations that the agency has been having with an advisory group concerning the funding mechanism that has been used in the state since 2004 to fund Secondary Centers. The Department of Career Education - Office of Skills Development has been working to revise the funding formula for Secondary Vocational Area Centers with a goal of expanding the programs of study at secondary centers that are high skill, high wage, and high need for the Arkansas workforce, too costly to operate locally, lead to national certifications, concurrent credit, and create a pipeline for talent for companies who currently conduct business operations in Arkansas and those looking to relocate to our state.

INFORMATION ITEM 6 – 2018-2019 AGENCY BUDGET (520)

Mr. James McCune, Chief Financial Officer, Arkansas Rehabilitation Services, provided the board members with information concerning the major components of the 2018-2019 budget.

INFORMATION ITEM 7 – 2018 – 2019 AGENCY BUDGET (590)

Ms. Lorna Claudio, Chief Financial Officer, Department of Career Education, provided the board members with information concerning the major components of the 2018-2019 budget.

INFORMATION ITEM 8 – RESULTS OF ADULT EDUCATION FEDERAL PROGRAM VISIT

Dr. Trenia Miles, Deputy Director, Adult Education, provided the board members with information pertaining to the federal monitoring visit by the Office of Career, Technical and Adult Education (OCTAE) June 24 – 29, 2018. The purpose of this visit is to ensure compliance with federal laws.

Dr. Miles stated that the Adult Education Division received no findings. However, there were a few recommendations for continuous improvement and noteworthy practices the state is doing.

COMMITTEE REPORTS

Budget Committee – None

Personnel Committee – None

OTHER BUSINESS

DIRECTOR'S REPORT

Dr. Childers stated, regarding the selection of Chair and Vice Chair, the law requires that the board elect from its own members a chair or other officers necessary to carry on its business and those are elected every year due to board member terms.

Dr. Childers stated that another item that was brought to the agency's attention by the auditors are statutes 25-17-210 and 25-17-211 which outline board member attendance. The auditors brought it to our attention that there have been absences of board members and those are to be reported to the Governor's Office. A letter to the Governor's Office was written and those board members were contacted.

Mr. McDonald asked that a letter be sent to the board members as well concerning attendance.

Dr. Childers gave an overview of the Director's Report. The full report was sent to the board after the meeting.

Dr. Childers introduced Dr. Angela Kremers as the new Deputy Director of Career and Technical Education.

Mr. McDonald stated that the next meeting will be November 13, 2018.

ADJOURNMENT

Mr. McDonald adjourned the meeting at 3:50 p.m.



Dr. Charisse Childers, Ex-Officio Secretary
Career Education and Workforce
Development Board



Mr. Hugh McDonald, Chair
Career Education and Workforce
Development Board